

# Tails of the Free

## Caring for Cats in Stores

### Daily Checklist

- Scoop Litter boxes
- Shake out towels and bedding
- Dump debris from cage pans
- Wipe cage pans
- Wipe down cages (especially the front and sides where many people stick their hands in to pet the cats)
- Check dry food and water
  - Dump dry food if it has any litter in it and wash bowl
  - Dump water if it has anything in it and wash bowl
- Wash wet food bowls
- Replenish dry food and water
- Feed cats wet food
  - **\*\*NOTE:** This does not necessarily need to be done every day or for every cat. Use your judgment. Please divide one can of wet food between the cats. Do not give a whole can to only one cat.
- Provide any needed medication to the cats
- Sweep around and under cages
- Check / clean window behind cage.
- Dispose of trash bag in the dumpster behind the building

### Weekly or As needed Cleaning

- Change the litter completely and wipe down the litter pans

- Please message the group or note on the sign-in log when you change the litter so we are not duplicating efforts.
- Wash bedding
  - You may bring the bedding home to wash and return it, or place it in the back. Stores with dog washes have washing machines that you can use. Coordinate with store people.
  - Please message the group or note on the sign-in log when you change the bedding so we are not duplicating efforts.

## **Cleaning after a Cat has left the Store**

- All items should be pulled out of the cage.
- The cage should be thoroughly wiped down with the bleach spray – including all bars (inside and out) and litter pans.
- The litter should be dumped and the litter pan should be cleaned thoroughly using the bleach spray.
- All bowls should be washed thoroughly in hot water (they can be run through a dishwasher on the top rack if you prefer).
- Bedding must be washed.
- Toys must be disinfected, washed, or thrown out if really dirty.

## **When a Cat is Sick**

**Please notify someone immediately if you feel a cat is sick.**

- Sick cats must stay in their cage. They may not roam the store or be handled by anyone other than a volunteer.
- Please handle healthy cats before sick cats.
- Wash your hands both before and after handling a sick cat.