

Clinic Cat Care Responsibilities

Note: Check each clinic cat's treatment sheet for any changes to feeding or medication dosages before you feed and medicate the kitties. The doctor could have made a change the shift prior and you want to be sure you are not doing just what you did last time.

Each Shift

- Feed, water, medicate each cat following the instructions on their charts.
- Check the water level in the electric fountains
- Record what you gave as far as food, water, and medication on their chart in the proper date and time area, along with your initials
- Clean litter boxes and record eliminations, make sure the litter box has an inch of clean litter
- Check to make sure Soffee's music box is playing
- Note any health incidents [e.g. vomit, diarrhea] on chart in the comments section, then send a tasklist to "veterinary nurse". If the kitty seems happy and behaving normally, you only tasklist them. If the kitty does not eat or behave normally, tasklist "veterinary nurse" AND verbally make the CVT on shift aware within the next 30 minutes. If it's the weekend text Dr. Sands about the situation within 30 minutes of it occurring. Do not leave the hospital until you have heard back from her. If your shift is ending and you haven't received a text back, then call Dr. Sands to find out how you should proceed.

Once Daily

- Wipe down kitty quarter shelves and sink with Windex, wipe down sink counter with Got pee, sweep floors. If the reception town home area is used, wipe the glass and shelves. *Do not spray cleaning products around water containers, food dishes, or cat faces! Spray the towel and then wipe down areas.*

Weekly

- Thoroughly clean the kitties' environments. Remove all toys, wash any toys and bedding that can be washed, sweep and mop the floor and replace the toys and bedding
- Take apart cat fountains and clean them well with hot water, replacing filters if they are dirty

Monthly

- Weigh each cat on the 1st Thursday of every month and record in eVet medical record and on their paper chart. If the cat has gained or lost more than 0.25 pounds, tasklist Amanda Miller, CVT to let her know