

Purpose: Any kitten that is cared for or housed in the SDHS Nursery at any campus should be accurately identified in order to meet goals for grants and other purposes.

- 1. Nursery Kittens** – Any kitten that at some point enters or receives care at any of the three campus nurseries.
- 2. Society Kittens** – Any kitten that is NOT part of the nursery program at any campus.

AGE GROUP

All incoming animals MUST have an appropriate “age group” category entered at time of admission.

MEDIA TAG PROCEDURES

- 1. Nursery Kittens** – Any kitten that at some point enters or receives care at any of the three campus nurseries.
 - a. Campus appropriate media tag will be ticked
 - i. Nursery-SD
 - ii. Nursery-OS
 - iii. Nursery-ESC
- 2. Society Kittens** – Any kitten that is NOT part of the nursery program at any campus.
 - a. No media tag.
 - b. Process as normal entry.
 - c. If transferred into a nursery at any point, the appropriate media tag should be applied.

Any animal that is cared for in any of the three nurseries MUST have a Media Tag added in order to be appropriately identified and counted for statistical purposes.

UPDATING MEDIA TAGS TO REFLECT ANIMAL'S LOCATION

1. If any kitten is internally **TRANSFERRED** from one nursery to another:
 - a. It is the responsibility of the caregiver doing the transferring in Shelter Buddy to also update the media tag with the appropriate campus.
 - b. If kitten is transferred multiple times, will have multiple tags.
 - c. If kitten passes through a nursery and also foster, will also have multiple tags.