

Dear Home Visitor,

Thank you for giving your time to conduct a home visit so that a IGCA rescue may find a safe and loving home! Enclosed is a copy of the Home Visit Guidelines and Procedures and a Report Form to use in conducting the home visit.

The home visit is a critical part of the application process. IGCA will request the home visit as the last stage of the application process. Therefore, the applicant has corresponded with IGCA, has had their references checked, and has had their written application approved. However, email and vet references cannot always inform us about whether the prospective adopters will be good owners. We are relying on your observations during the home visit to help us assess the suitability of the applicants as potential dog owners.

In preparing for the home visit please review the Guidelines and the Report Form. Do not feel that your conversation should be limited to the topics indicated in the Guidelines, but do make sure that you cover those topics.

At the conclusion of the visit thank the applicant and tell them IGCA will be in touch.

Thank you so much for your time and commitment. Home visits are a chance to meet other people who love dogs and are usually fun!

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**IGCA RESCUE**  
**Home Visit Guidelines and Procedures**

**Procedures**

- 1. IGCA contacts the Home Visitor and requests a home visit. IGCA sends the application and contact information to the Home Visitor. IGCA informs the applicant to expect a home visit, and that the Home Visitor will call them to schedule the visit.**
- 2. The Home Visitor contacts the applicant family, and makes an appointment to visit them at their home. When the Home Visitor calls they should identify themselves as a Home Visitor for IGCA. Please ask that all family members be present for at least part of the home visit, and that the principle caretaker of the dog be present for the entire visit.**
- 3. After the visit, the Home Visitor reports back to IGCA and emails the completed Home Visit Report to [igrescuehouston@gmail.com](mailto:igrescuehouston@gmail.com).**

**The Home Visit**

**The purpose of the home visit is to meet the prospective adopters and to see the environment that they will provide for their dog. IGCA essentially wants to know: Would you be comfortable leaving your dog with this applicant? Do you think that the applicant will provide a good and loving home, will keep the dog's needs in mind, and will provide for the dog's safety at all times?**

**When you arrive at the home, introduce yourself and briefly explain the function of the home visit. Tell them that you are visiting to meet them and to evaluate the appropriateness and safety of their home for a dog. It is usually easy to start off a conversation after that by saying, "So, you're thinking about adopting a Italian Greyhound," and then pause for a reaction. Let them talk and volunteer information.**  
**NOTE: If you are not comfortable with the applicant as a dog owner or are in any other way uncomfortable, simply end the interview on a nice note and leave.**

**Tour the house, including the yard, basement, garage and living area.**

**In the house: Check to see whether the living quarters are dog friendly.**

**Are there lots of small objects, exposed cords, houseplants etc that the dog may chew? Are the cleaning materials secured in the cabinets? Is the house reasonably neat and clean?**

**In the yard: Check the condition of the fence. Is it in good repair? Is the gate locked? Is the yard totally enclosed? Can the dog get out of it? Are there areas where the dog could injure himself? Is the house situated on a busy road?**

**In the basement and garage: Will the dog have access to these areas? Are there hazards present?**

**Talk to the applicants. Don't make this a formal interview! Engage the applicants in conversation about the dog they want to adopt. Observe their behavior. Get a sense of how they would be as dog owners. How do they interact with each other? Do they express basic considerations and caring to spouses, children and other pets? Do the children seem like they would be respectful to pets? Will the adults monitor the children's behavior with the dog? Do the applicants have a basic understanding of the dog's needs and behaviors? Are there other pets in the house? How will they introduce the new dog to the other pets? Do they understand that sometimes rescues go through a period of adjustment? How will they handle this?**

**Although we may considering their application for a specific dog, you might find that they would be better suited for another dog. Please let us know if you think this. Perhaps they have applied for a young dog but might not be able to handle the exercise requirements so should consider an older dog.**

**When the meeting is over don't tell the person whether or not they are approved. Not every home is right for every dog so even great people can be wrong for a specific dog or breed.**

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Fencing type: Wood _____ Wrought Iron _____
Cyclone/Chain-link _____ Other _____
Height: 4ft _____ 6ft _____ 8ft _____ Other _____ ft
Good condition (gate included): Yes _____ No _____
If not, describe necessary: _____

Completely fenced: Yes _____ No _____
Gate locked/secured at all times: Yes _____ No _____
Access to yard by persons other than yourself (meter reader, yard service,
etc.): Yes _____ No _____
Direct access to yard from house: Yes _____ No _____
Adequate shading: Yes _____ No _____
Cleaned of feces regularly: Yes _____ No _____
Animals adjacent: Yes _____ No _____
If so, are they friendly or hostile: _____

The Pool None _____ In-ground _____ Above-ground _____
Other _____
Immediately and completely fenced so animals cannot fall in: Yes _____ No _____
Cover on pool: No _____ Hard top _____ Mesh _____ Vinyl _____
Net _____ spacing dimensions _____ x _____
Does the pool cover to provide adequate protection for an IG, both
supervised and unsupervised: Yes _____ No _____
Do you have a pool alarm: Yes _____ No _____; if not would you be willing to
purchase one?: Yes _____ No _____
Would you be willing to sign agreement to never allow dog unsupervised around
unsecure pool are?: Yes _____ No _____
What modifications would be required to make the pool area safe for the IG?

The Pets

List of current pets (including: name/breed/age/sex/alterd?)

1. _____
2. _____
3. _____
4. _____
5. _____

(Use back for additional entries)

Vetting

Current veterinarian name and number: _____

All pets UTD and on heart worm preventative: Yes _____ No _____

Pets in good condition: Yes _____ No _____

Collars with ID tags attached: Yes _____ No _____

How do current pets in home respond to you (friendly, shy, aggressive, etc.)?

Outdoor pets: Yes _____ No _____; if yes, will co-exist well with IG: Yes _____ No _____

Are there toys available for play: Yes _____ No _____

Places for dogs to lounge (cover for outside dogs?): Yes _____ No _____

Do you feel an IG would be comfortable in this setting: Yes _____ No _____

Would you feel comfortable with your IG in this environment: Yes _____ No _____

The Pets (cont.)

Routine

Where will the IG be during the day while supervised (check all that apply):

Free-run _____ Crate _____ Dog bed _____ Furniture _____ Human bed _____

Secure yard _____
How housed when alone: Free-run _____ Crate _____ Utility room _____
Gated area _____
Length of time alone/day _____
Where will the IG be kept at night: Free-run _____ Crate _____ Dog bed _____
Furniture _____
Human bed _____ Secure yard _____

Potty Habits

Where will the IG be expected to relieve itself: Secure yard _____ Pee-pads _____
Litter box _____ Other _____
Is a dog door in use in the home: Yes _____ No _____; can it be locked to prevent use: Yes _____ No _____

Food/Water

Water available at all times for all pets: Yes _____ No _____
How are pets fed: Free-feed _____ 1x/day _____ 2x/day _____ Type/
brand _____

Exercise

How will the IG get exercise: Daily walks _____ Secure yard _____
Secure dog park _____ Run free _____
Other _____
Who will be responsible for exercising IG?

Training/Discipline

How will you train your dog to coexist with people and pets in home?

How do you expect your new dog to learn the new routine and commands in your home?

What actions will you take to correct your dog when it makes a mistake (potty, behavioral, etc.)?

The Family

All family members present at the time of the home visit: Yes _____ No _____

Activity level of home: low _____ medium _____ high _____

Is everyone agreeable to adopting an IG: Yes _____ No _____

How do the family members interact with each other, with the pets (respectful, hectic, loud, quiet, commanding, etc)?

How do the children behave in the home and how do they respond to the adults in the home.

How do the children interact with the pets? Will the children have any responsibility in caring for the IG. Will the IG be left unattended by the adults with the children? Do you approve?

What limits would you place on the children in the home if it were your IG, and would you feel comfortable leaving it with applicant?

Home Visit Report

Intuitive assessment of applicant's attitude:

Will applicant provide a stable and loving home, keep the dog's needs in mind, and provide for the dog's safety at all times?

Criteria to be met by applicant before approval (fence repairs, debris removal, general modifications, etc.):

Home Visit Results (circle):

RECOMMEND APPROVE / DENY

PROVISIONAL W/ ABOVE CRITERIA

Home Visitor Signature: _____ Date _____