

# Foster Injury Reporting for Volunteers and Their Family

# Though rare, injuries to you or a family member may occur while caring for foster animals at HSHV. To help ensure safety for everyone, including the animals, we require that all injuries are reported.

# How to report an injury:

- 1. First, ensure that you, your family, your owned animals and foster animal(s) are safe.
  - a. If a you or a family member are seriously injured, please contact your doctor or emergency services.
  - b. If safe to do so, foster animals should be returned to their kennel or provided a space free from interaction with other people and animals for some decompression time.
- 2. Please notify our foster team of your injury.
  - a. If the injury is one that punctures the skin (bite/tooth scrape) please call the foster emergency phone 734-717-4424
  - b. For any other injuries, please notify us by emailing the <u>fosters@hshv.org</u> or calling 734-661-3520.
- 3. Within 24 hours, please:
  - a. Complete and submit the <u>Volunteer Injury/Incident Repor</u>t, which can also be found on the volunteer resource library under "Foster" then "General Information."
  - b. Take a close up and clear photo of the injury and email to <u>fosters@hshv.org</u> within 24 hours.
  - c. If you are in need of assistance with either of these steps, please let us know as we are happy to help.

#### What does HSHV consider an injury?

An injury may include, but is not limited to, a bite, scrape, scratch or bump that causes pain and is present on your skin for longer than just a few minutes. This includes injuries that do not break the skin. While we understand that some injuries may heal quickly and not cause any long term concerns, even minor injuries should be reported.

#### Why report injuries?

First and foremost, reporting an injury that was inflicted by an animal allows us to ensure that you are offered care you may need. Even minor scrapes and bites can lead to serious infection and may need proper cleaning and/or medical attention. While HSHV cannot provide medical care or advice, we can offer resources that may assist you in getting care.



Reporting an injury also helps our foster, medical, behavior and adoptions team to understand an animals needs and can have an impact on the care we provide and/or adoption restrictions and requirements. By reporting any injuries you are helping us to determine which home may be most suitable for your foster animal.

## Does reporting an injury lead to the euthanasia of an animal?

In most cases, reporting an injury does not lead to the euthanasia of an animal, but helps us to better understand an animal's needs and improve their care. Furthermore, reporting an injury can help to prevent further injury to another volunteer, staff member or adopter. Please know that while rare, repeated or severe injuries caused by an animal can sometimes lead to the decision for humane euthanasia. For more information on how euthanasia decisions are made, please reach out to the Foster Manager or Volunteer Manager.

## Does HSHV provide support with incurred medical fees?

Volunteers will need to use their primary health insurance for any medical treatment or care. If your insurance does not cover all of the necessary expenses, our Human Resources Manager will reach out to you regarding your medical bills and possible reimbursement.