



CANINE
PARTNERS
OF THE ROCKIES

PUPPY RAISER MANUAL

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INTRODUCTION

Welcome to Canine Partners of the Rockies, Inc. (CaPR) Puppy Raising Program. Raising a puppy is an important job and big commitment that is fun and very rewarding. All of us at CaPR appreciate the commitment you have made and look forward to working with and supporting you through your puppy raising journey.

ONE PERSON ONE DOG PARTNERS FOR LIFE

Since 2002, CaPR has enabled Coloradans with disabilities to lead more independent and gratifying lives. We do this by providing extensive training to purpose bred pups, a personalized match process, and lifetime support for each service dog team. We specialize in training dogs as Mobility Service Dogs and Facility Dogs.

OUR APPROACH

Our puppies are specifically bred to become service dogs. Because quality is so important, we make it a point to know our breeders, to know their lines and to carefully monitor puppies from the time they are born. We exclusively use positive reinforcement as our training method. We use clicker training, which allows our puppies to learn in a highly rewarding atmosphere that encourages them to try new things and learn quickly. Our puppies are raised and trained in the homes of volunteer puppy raisers supported by professional trainers. They spend their impressionable young lives in loving homes preparing to go to their permanent partnership where they can put their skills to use providing a life-changing experience for their human partner.

MOBILITY SERVICE DOGS

Canine Partners of the Rockies specializes in training dogs as Mobility Service Dogs who assist people with mobility limiting disabilities. These specially trained dogs help by retrieving objects, opening and closing doors, turning light switches off and on, and so much more.

Common disabilities we serve:

- Quadriplegia
- Paraplegia
- Amputees
- Neurological Disorders
- Autoimmune Disease

FACILITY DOGS

A Facility Dog is specially trained to work in tandem with a professional. They may provide support in one or more locations with their professional. The dog is trained to do specific, skilled tasks in a variety of different situations within the facility environment with multiple clients. CaPR currently has facility dog teams working in schools, counseling offices and hospitals.

Welcome to the CaPR community!

PUPPY TRAINING

OVERVIEW OF THE CAPR SERVICE DOG PROGRAM

CaPR primarily uses Labrador Retrievers, Golden Retrievers, and mixes between the two. These dogs come from service dog breeders where the lineage is service dogs. Labs and goldens are used for service dog work because of their temperament, eagerness to please, drive to work, and food motivation.

The following dates are a rough timeline of how the dog progresses. Each dog is different, and training might take shorter or longer depending on training and readiness of a client. A dog will be moved at least ONCE during their training career. This movement will most likely happen when the dog advances to the next stage (puppy kindergarten to intermediate, intermediate to advance training). The progression below is high level and each of the steps associated are fully explained as you approach that stage (or refer to the glossary at the end of your manual)

- 8 – 10 weeks: **Puppy Arrives**
 - 8 – 12 weeks: Rule of 12's sheet
 - 8-12 weeks: Puppy BCL temperament testing (if applicable)
- 8 weeks – 8 months: **Puppy Kindergarten**
 - Weekly classes
 - 12 weeks: Can start walking on the ground in pre-approved public locations from CaPR staff
 - 18 weeks: Can start walking on the ground in public that are pet friendly
- 8 months – 14/16 months: **Intermediate**
 - Weekly classes
 - Once a month public outing
 - 12 months: Adult BCL temperament testing
 - 12-14 months: OFA hips and elbows exam
 - All dogs will get the following test done even if they are not up for breeding.
 - 14-16 months: Eye Exam, Cardiology exam, and Pawprint genetics (if applicable for breeding)
 - 14-16 months: Spay/Neuter (if applicable)
 - CaPR will approve prior to this procedure.
- 14/16 – 24/36 months: **Advanced**
 - Biweekly classes
 - Training 3 days a week at CaPR
 - Once a month public outing
- 24/36 months: **Placement**
 - Two-week team training

EQUIPMENT AND SUPPLIES

The following will be given to you, the volunteer puppy raiser, prior to or right when you get the puppy:

You Keep:

- Collapsible dog bowl
- CaPR food scoop
- CaPR poop bags
- 2 toys and 1 Kong
- Clicker
- Dog toothbrush and toothpaste

You Borrow:

- Puppy Raiser Manual (return if you decide to no longer be a CaPR raiser)
- Small Kennel (bring to CaPR to exchange when the CaPR puppy needs a bigger kennel)
- Puppy Backpack (if puppy is younger than 16 weeks – return when puppy outgrows)

Follows the dog in training:

- Service Dog in Training Folder
- Dog ID card
- Authority Large Breed Puppy Chicken and Rice dog food
- Small CaPR service dog in training vest. (Bring to CaPR to exchange when the CaPR puppy needs a bigger size)
- Collar (if provided by CaPR)
- Leash (if provided by CaPR)
- Harness (will be given at first month of class. Bring to CaPR to exchange when the CaPR puppy needs a bigger size)

You will need to buy:

- Food and water bowl (metal or glazed ceramic)
- Grooming supplies (see Health and Safety – Grooming)
- Treat pouch
- Treats
- Optional: toys

BEFORE THE PUPPY ARRIVES

The day you begin raising a CaPR puppy will be full of excitement and anticipation. Advanced preparation is the key to helping you and the puppy make a smooth and relaxed transition.

The following questions should be answered before the puppy arrives:

- Is there enough room in your bedroom for a kennel?
- Where will the puppy relieve themselves?
- Will the puppy be allowed in all areas of the house or only certain rooms?
- Have you puppy proofed all areas the dog has access to in your house?

Treat the puppy like a baby. We want to keep the puppy safe; remove any choking hazards, poisoning, and other physical injury.

CaPR has a partnership with multiple vets that raisers are highly recommended to use. The puppy program coordinator will discuss this with you before the puppy arrives (See Policies and Procedures – Vet Care for more information).

POSITIVE REINFORCEMENT

CLICKER TRAINING: We only want to use positive reinforcement when training a CapR puppy. CaPR uses clicker (marker) training. A clicker is a small mechanical device that makes a short, distinct “click” sound. The click tells the dog when it is doing the desired behavior and marks the behavior with the click sound. Clickers produce a unique sound which the dog does not hear any other time. Every time after you click the clicker, you must give the puppy a treat. This will teach the puppy that when they do those desired behaviors, they receive a reward. The puppy will learn right away the click is a positive reinforcement because it is always followed with a treat. They will then be more likely to repeat those behaviors in the future since they were rewarded for them!

Always remember:

1. The timing of the click is important. You need to capture the moment right away when doing the desired behavior. If you click after the desired behavior, you will be marking something different, which can lead to your dog becoming confused.
2. Always give a treat after you click, even if you click accidentally. The treat can be delayed after the click but always delivered following a click.
3. Click = treat

NEW ENVIRONMENTS: We always want to make sure the dog has a positive experience when doing something new or going to a new place. Go at a slower pace and take your time when introducing something new. Always make sure to give lots of praise and treat as needed.

FEEDING PROTOCOL

HOW TO FEED: CaPR dogs love food! We want to start practicing right away self-control with food. Here is how to teach the feeding protocol:

1. Hold the bowl in your hand. Tell the CaPR puppy “Sit” and then “wait”
2. Place the bowl on the ground.
3. The dog should still be in a sit. Once they make eye contact with you, say “release.”
 - a. If the puppy gets up and goes for the food before you release them, pick the bowl up and try again

A puppy will not be able to complete all of the following steps right away. They might be able to only sit for a second with no eye contact before you release them. Time and control will increase as the puppy gets older.

TRANSITIONING FOOD: CaPR will provide you with food for the CaPR puppy. Please do not change the food the puppy is eating without explicit instructions from CaPR. If you are transitioning the CaPR puppy to a new food (puppy to adult or different brand/flavor), follow this timeline:

- Day 1: 90% old food and 10% new food
- Day 2: 80% old food and 20% new food
- Day 3: 70% old food and 30% new food
- Day 4: 60% old food and 40% new food
- Day 5: 50% old food and 50% new food
- Day 6: 40% old food and 60% new food
- Day 7: 30% old food and 70% new food
- Day 8: 20% old food and 80% new food
- Day 9: 10% old food and 90% new food
- Day 10: 100% new food

If the puppy starts to have digestive upset such as diarrhea, do not progress to the next day’s percentage change until they have solid stool again.

Please ensure that your puppy has appropriate access to water, especially after exercise and when in a hot environment.

MANAGEMENT: A dog in training will get many treats throughout the day. We want to make sure our dogs stay lean, so you should be able to feel their ribs but not see them. Subtract food from their meals equal to the volume of treats used throughout the day. The BEST meal to skimp on is breakfast. A CaPR puppy’s weight and body condition score will be checked periodically during the program.

Body Condition Score (BCS) for Dogs



KENNEL TRAINING

A kennel should be seen as a wonderful tool for the dog. Do not perceive or use the kennel as a prison, but instead think of it as a baby crib. The kennel is used to keep the dog safe and becomes a space the dog can go to when seeking comfort or alone time. Here are training techniques to help the CaPR puppy create a positive association with the kennel:

- Feed breakfast/dinner in the kennel
- Kennel games: toss a treat/toy into the kennel.
- Give a high value treat or toy when the dog is in the kennel
- Keeping the kennel in your bedroom/where you sleep
- Leave the kennel door open during the day so your dog can go in and out as they please
- Put the puppy in the kennel when they are already tired

From the first day the CaPR puppy arrives, they should spend time in their kennel. This will help them become better acclimated to their kennel from the beginning and easier for them to be in a kennel when you are out of the house and when the dog moves to advance training. Increase the amount of time you keep the puppy in the kennel as they are successful. When they are little, this may only be 5 minutes. They should be able to work their way up to being in the kennel for an hour or more as they get older. Vary the chosen time of day you put the puppy in the kennel, as dogs recognize routines very quickly and you'll set an expectation (good or bad) if you do the same thing at the same time every day. If the CaPR puppy is struggling in the kennel, playing soft music might help. CaPR can also let you borrow a heartbeat snuggle puppy that helps the puppy transition to being alone and not with their littermates. Puppies should never be left on leash in a kennel.

FURNITURE AND DOG BEDS

CaPR dogs are not allowed on furniture. We don't know what the future client's preferences will be and it is easier to teach a dog to get on furniture at a later age than to stay off. Dogs should be in a kennel every night until they are a year old. A CaPR puppy can start sleeping on a dog bed 2-3 nights a week once they hit a year old. Continue to keep the CaPR puppy in the kennel if you do not feel confident about their behavior at night. Ask your CaPR trainer for approval before allowing your dog to sleep outside of their kennel at night.

TRAIN BOTH AT HOME AND IN PUBLIC

Training taught by CaPR staff should be practiced at home and in public. Teach the CaPR puppy new cues or behavior at home first before you try in public. Cues and behaviors should be taught in different environments to help the CaPR puppy generalize them and be more successful. When training in public, the puppy should be given an opportunity to toilet before and after entering a building.

MEDICAL FORM

The official medical form is included in your Service Dog in Training Folder. The puppy program coordinator will complete the top section and the raiser will complete the chart when the dog completes the specific appointments. CaPR dogs are required to get all of the following done unless otherwise noted.

Name _____ Color _____ Sex: M MN F FS

DOB _____ Breed _____

Microchip # _____ Microchip registered with _____

Description	Age	Date Performed	Administered By
<ul style="list-style-type: none"> Physical Exam Fecal Test DaPP #1 	8 Weeks		
<ul style="list-style-type: none"> Physical Exam DaPP #2 Leptospirosis #1 Bordetella Heartworm Test 	12 weeks		
<ul style="list-style-type: none"> Heartworm preventative Flea/tick preventative 	Monthly	Day of Month: Day of Month:	
<ul style="list-style-type: none"> Physical Exam Fecal test DaPP #3 Leptospirosis Booster Heartworm weight check Rabies <p>*Please obtain Rabies Certificate*</p>	16 weeks		
<ul style="list-style-type: none"> DaPP 	6 months		
CaPR will schedule the following: <ul style="list-style-type: none"> OFA Hips and Elbows 	12 months		
<ul style="list-style-type: none"> Physical Exam Bordetella Heartworm Test 	15 months		
<ul style="list-style-type: none"> DaPP (if not given at 6 mos) Leptospirosis Rabies <p>*Please obtain Rabies Certificate*</p>	16 months		
CaPR will schedule and approve the following: <ul style="list-style-type: none"> Eye & Cardiology Exam Paw Genetics Test Spay/Neuter 	14-16 months		
Final Wellness and Fecal Exam	10 days before placement		
Heat Cycle Start Date (if applicable)	Date of 1 st Cycle Start Date:	Date of 2 nd Cycle Start Date:	Date of 3 rd Cycle Start Date:

THE PUPPY RULES OF 12'S

The official sheet is in the Service Dog in Training Folder. The sheet needs to be completed by the time the puppy is 12 weeks old. All experiences should be positive and at the CaPR puppy's pace. After 12 weeks, you should continue to expose the puppy to a high variety of these experiences, but it no longer needs to be recorded on this sheet. Reminder that until the puppies have received their 12-week vaccinations, they should not walk on the ground in public, and should instead be carried. Until the puppies are 18 weeks old, they should only go to areas not commonly frequented by other dogs.

Experiences or Potty on 12 Different Surfaces	Played with 12 Different Objects	Experienced at 12 different Locations	Met and Played with 12 New People (Outside of Family)
Wood ____ Wood chips ____ Carpet ____ Tiles ____ Cement ____ Linoleum ____ Grass ____ Wet Grass ____ Dirt ____ Mud ____ Snow ____ Gravel ____ Grates ____ Uneven surfaces ____ On a table ____ On a chair ____ _____ _____	Fuzzy Toys ____ Big Ball Toys ____ Small Ball Toys ____ Hard Toys ____ Funny Sounding Toys ____ Squeaky Toys ____ Wooden Items ____ Paper ____ Cardboard ____ Milk Jugs ____ Metal Items ____ Car Keys ____ Wallet ____ _____ _____ _____	Front Yard (Daily) ____ Other People's Home ____ School Yard ____ Lake ____ Pond ____ River ____ Boat ____ Basement ____ Elevator ____ Stairs ____ Car ____ Moving Car ____ Garage ____ Laundry Room ____ Kennel ____ Vet ____ Groomer ____ (just say Hi) Pet Store ____ (if held) _____ _____ _____	Infants ____ Toddlers ____ Young Children ____ Older Children ____ Adult Men ____ Adult Women ____ Elderly Adults ____ People in Wheelchair ____ Walkers ____ People with Canes ____ Crutches ____ Hats ____ Sweatshirt with hoodie ____ Sunglasses ____ _____ _____ _____
Exposed to 12 Different Noises	Exposed to 12 Fast Moving Objects	Experience 12 Different Challenges	Handled by Owner (& Family) 12 times a week
Garage Door Opening ____ Doorbell ____ Children at Play ____ Babies Screaming ____ Big Trucks ____ Motorcycle ____ Washing Machine ____ Rolling shopping cart ____ Power Boats ____ Clapping ____ Loud Singing ____ Pans Dropping ____ Horses Neighing ____ Vacuum ____ Birthday Party ____ Dogs Playing ____ _____ _____	Skateboards ____ Roller Skates ____ Bicycle ____ Cars ____ People Running ____ Dogs Running ____ Cats Running ____ Scooters ____ Children Running ____ Children playing Soccer ____ Squirrels ____ Other Animals Running ____ _____ _____	Climb on a box ____ Climb in a box ____ Climb over a box ____ Go through a tunnel ____ Go up & down steps ____ Climb over obstacles ____ Play hide & seek ____ In & out door w/ step ____ Exposed to sliding door ____ Umbrella ____ Balloons ____ Walk on wobbly table ____ Jump over broom ____ Climb over log ____ Bathtub (& bath) ____ _____ _____ _____	Hold under arm (like football) ____ Hold to chest ____ Hold on floor near owner ____ Hold in between legs ____ Hold head ____ Look in ears ____ Look in mouth ____ Touch toes and nails ____ In between toes ____ Hold and take temp ____ Hold like Baby ____ Trim toe nails ____ Hold in lap ____ Gently pull legs ____ _____ _____ _____

CUE SHEET

The cue sheet is a list of all potential cues the CaPR puppy may learn. They are in alphabetical order on the sheet – not chronological order. Please do NOT attempt to train a cue prior to it being reviewed and assigned in the classroom.

CUE	DESCRIPTION
Around	Moves around an object
Back	Steps backward in straight line from front, heel, or side position
Bring	Brings object to handler
Car	Gets into vehicle
Closer	Moves closer to handler
Dog's Name	Gives handler eye contact. Used to get dog's attention, (not a correction or recall)
Down	Lies down with tummy on ground
Dress	Moves forward into vest, harness, gentle leader, etc.
Drop	Allows object to fall from mouth
Fix	Untangles leash from its legs
Front	Moves in front and faces handler
Get Busy	Toilets on cue on leash
Get it	Picks up object
Leash, get it	Locates and picks up leash
Give	Releases object to handler's hand
Go to Bed	Goes to designated bed and lies down
Heel (left) <i>primary position</i>	Moves to left side of handler facing forward
Here	Dog comes to you. Referred to as recall cue.
Jump on	Puts all four paws onto object (chair, bed, table, bench, etc.)
Kennel	Goes into crate
Lap	Places front legs in person's lap, elbows down
Leave	Ignores something or someone and give handler eye contact. No licking, eating or sniffing.
Let's Go	Walks beside you on a loose leash. Used to initiative movement from a previous cue
Light	Pushes light switch up with nose or teeth
Move	Steps away from handler in any direction
Off	Puts all four paws on the ground. Used to get dog out of car, etc.

CUE	DESCRIPTION
Push (nose)	Uses nose to move something (door, drawer, button etc.)
Release	Ends cue before giving another cue or same cue again
Shake	Raises paw and places gently in extended hand
Side (right)	Moves to right side of handler facing forward
Sit	Puts rear end on the ground
Stand	Moves to standing position
Switch	Pulls light switch down with mouth or chin
Take It	Picks up object from hand
Through	Moves across threshold ahead of handler and turns to face handler
Touch	Touches object with nose
Tug	"Tug" object to open or close something; tugs piece of clothing to remove it from handler's body
Under	Goes under and object (table, chair, etc.) and lies down
Up	Places front feet on object (table, counter, wall etc.)
Visit	Places chin on person's lap and rests head for pets
Wait	Does not cross a threshold or barrier, or dog freezes in place

HEALTH AND SAFETY

It is very important to always keep the CaPR Puppy safe and healthy. If a CaPR puppy is experiencing unusual behaviors or sickness, please consult with the puppy program coordinator or vet (if applicable).

FEMALES IN HEAT/SESON

Female puppies will go into heat (also called season) about twice a year until they are spayed. When a female is in heat, this is the time in which she can become pregnant. Female puppies can have their first heat cycle anywhere between 6-12 months of age, and the cycle typically lasts 3-4 weeks.

When the puppy is in heat, she will have bloody discharge from her vulva. You may want to have her wear a reuseable doggie diaper to prevent her from soiling floors and to keep her clean. CaPR will provide a reuseable doggie diaper for you to borrow, which you can line with a human sanitary pad for quicker clean up. The doggie diaper should be removed when you take the pup out to the bathroom for her to get busy, and replaced after.

Here are some changes to look for in the pup that signal they are going into heat:

Some puppies may have changes in behavior due to increased hormones and may act more clingy, grumpy, or moody, as soon as 2 weeks before they start their cycle.

First stage: Their vulva will look swollen or larger than normal. You may notice bloody discharge coming from her vulva. Because of this, they may lick themselves more than normal, or urinate more. The first day they start bleeding is referred to as the first day of their heat cycle. Please record this date on their medical record sheet and inform the Puppy Program Coordinator as well.

****When you notice discharge, stop taking the puppy into public until the discharge stops (typically about 3 weeks). You will also be excused from classes and outings during this time. You can instead continue her training at home, at a slower pace****

Second Stage: Discharge will change to a clear or light brown color. This is the stage where she can get pregnant if bred, so take the following precautions.

****Keep the puppy away from all male dogs during this time. Male dogs can smell a female in heat from a great distance. Be careful to keep a close eye on the pup even when in an enclosed fenced area, as male dogs may try to jump the fence. Although neutered dogs cannot impregnate her, we still want to discourage any mounting****

Final Stage: Discharge will stop and vulva will return to normal size. It is important to continue to keep the puppy away from male dogs until this stage is finished (4 weeks after onset), as they are still fertile and able to become pregnant.

After the heat cycle, once the puppy no longer has discharge, she can return to classes and is allowed back in public. Please bathe the puppy after they finish their heat cycle.

BODY HANDLING AND GROOMING

Body Handling is one of the most important behaviors to teach a CaPR puppy. Teaching a CaPR puppy to enjoy being touched will help with grooming. Gentle touching, also known as puppy massage, should be done daily right when you get the CaPR puppy.

Grooming should be done weekly the first week you get the CaPR puppy. Grooming consistently will help the dog stay clean and prevent sickness. This also goes hand in hand with body handling to help desensitize the dog. With all new grooming objects, make it a positive experience and go at a slow pace with the CaPR puppy until they are comfortable to move on.

BATHS: A CaPR dog should get a bath once a month. Before even bathing the CaPR puppy, work on desensitizing the bathroom. With the first bath, go at a slow pace and make sure it is a positive experience. Make sure to clean the dog's ear with dog cleaning solution after each bath to get all the water out of the ear. Starting at 8 weeks, lure the puppy into the bathroom and treat them for just being in there. Doing this early and often will set them up for success with their first bath. More explicit bathing desensitization instructions will be given during puppy class.

Tips for bathing:

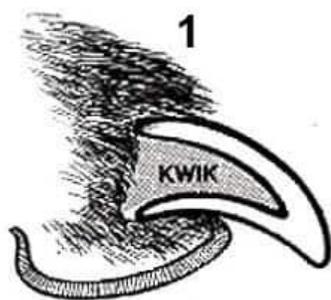
- Wet puppy thoroughly with warm water. Use a washcloth to clean their face and head.
- Add dog shampoo and massage into their coat all over. Take care not to get any in their eyes or ears.
- Rinsing the puppy is the most important part! Make sure you get all the shampoo off them. This may take longer than it did to shampoo them. Failing to do this fully will lead to an itchy puppy!
- If the CaPR puppy is a long-haired breed (Golden Retriever) you should use conditioner. This is optional for short-haired breeds (Labradors). Only add a little bit and spread it all over the puppy. Leave it on their coat for several minutes, then rinse thoroughly.
- Allow puppy to shake off and then towel them dry.
- Always clean their ears after bathing.

BRUSHING: A CaPR puppy should be brushed weekly. Brush in the direction of hair growth. Don't use too much pressure so that it hurts the CaPR puppy's skin; instead, apply firm strokes that will help remove loose hairs. When first starting, use a softer brush such as bristle brushes, a grooming glove, or rubber comb.

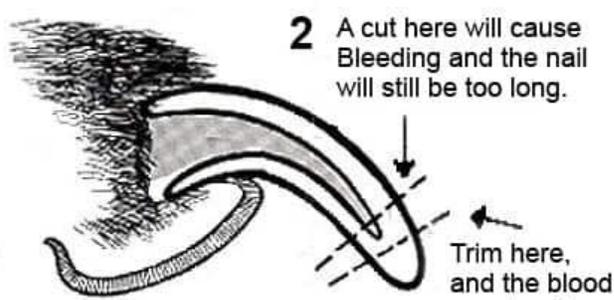
EARS: A CaPR puppy should have their ears cleaned weekly, as well as after swimming or baths so water doesn't sit in the ear. Cleaning ears will help prevent yeast or other ear infections. Only use appropriate dog cleaner drops or wipes. Apply enough drops to soak the cotton ball/pads when cleaning their ears. Make sure to not leave wipes or any of the cotton in the dog's ear.

		
<p>STEP 1 START WITH A BUNCH OF COTTON BALLS AND YOUR EAR CLEANER. (For dogs that hide when the ear cleaner bottle is in sight, perform steps 1 & 2 where your dog can't see you.)</p>	<p>STEP 2 SATURATE A COTTON BALL WITH THE EAR CLEANER.</p>	
		
<p>STEP 3 HOLD THE EAR FLAP UP GENTLY AND PLACE THE SATURATED COTTON BALL AT THE OPENING OF YOUR DOG'S EAR CANAL. (Do not push the cotton ball down into the canal.)</p>	<p>STEP 4 GIVE YOUR PUP'S EAR A NICE GENTLE MASSAGE FOR 15-30 SECONDS.</p>	
		
<p>STEP 5 REMOVE THE COTTON BALL AND ALLOW DOG TO SHAKE ITS HEAD.</p>	<p>STEP 6 REPEAT IF THE COTTON BALL IS FULL OF DEBRIS. (Follow steps 2-5 until clean.)</p>	<p>STEP 7 USE A DRY COTTON BALL TO WIPE OUT ANY DEBRIS AND EXCESS CLEANER.</p>

NAILS: A CaPR dog's nails should be clipped at least weekly. You can break up the nail clipping into shorter sessions and clip different nails during multiple sessions a week if it is easier on you and the puppy. Always make small cuts to the CaPR dog's nail. You want to avoid the quick of the nail which will make the nail bleed. The quick can be seen in light nails but not in black nails. If the CaPR dog's nail starts bleeding, hold a pinch of cornstarch with firm pressure at the end of their nail to stop the bleeding.



The Blood Supply (Kwik) in a short nail.



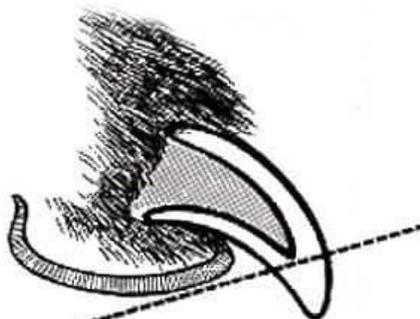
Note how the Blood Supply gets longer as the nail grows.



If you clip or file, a little bit off the long nail, every few days, the blood supply will continue to recede.



As the nail gets shorter so does the blood supply.



Only when the nail is kept short, can it be trimmed without bleeding. If the same cut had been made on the long nail in number 2, it would have caused bleeding.



A properly trimmed nail.

TEETH: A CaPR dog's teeth should be brushed weekly. Finger brushes and regular toothbrushes can be used to brush the CaPR dog's teeth. Special dog toothpaste needs to be used, no human toothpaste. Try and stay away from dog dental chews (greenies, etc.) because they contain lots of sugar and don't do a better job of teeth cleaning in comparison to you doing the brushing.



2 Find the right tools



3 Let your dog taste test



4 Get your hands in there



5 Introduce the brush



6 Work your way back



7 Try out new positions



8 Give your dog a break



9 Practice, practice, practice



10 Finish with a reward

FOOD AND TREATS

CaPR provides food for puppy raisers. All CaPR dogs are currently on Authority chicken and rice, unless otherwise discussed with the puppy program coordinator because of sensitivities.

Do's – Dog Treats	Don'ts – Dog Treats
<ul style="list-style-type: none"> • Charlee Bears • Zukes Training Treats • Cheerios (unfrosted, plain) • Kibble • Small training treats that are around 2-3 calories each 	<ul style="list-style-type: none"> • Greenie dental treats/consumable bones • Milk bones • Rawhide chews (including No Hide chews) • Pig Ears or other animal cartilages/bones • Any human food (other than peanut butter in kongs and cheerios)

Human food should not be given to the CaPR puppy, but be aware that certain human food is toxic to dogs. A list of unsafe human food is listed below. If the CaPR puppy eats any of these foods by accident, call the vet immediately and inform CaPR.

Not Safe Human Food
<ul style="list-style-type: none"> • Alcohol • Avocados • Bones from meat • Caffeine (coffee, tea, soda) • Chocolate • Fat trimmings • Garlic • Grapes • Gum/ Candy (especially ones that contain xylitol) • Ham • Nuts • Raisins • Raw Potato and potato skins • Seeds • Onion

TOYS

Toys are a fun way to play with the CaPR puppy, as long as you are taking their safety into consideration. Things to remember when letting a CaPR puppy play with toys:

- Right away, work on having the puppy give you a toy when you extend your hand.
- Do not let the CaPR puppy chew up a soft toy and eat it. If the CaPR puppy is a chewer, only provide harder toys.
- If the CaPR puppy grabs something they shouldn't, exchange it with them for a toy to play with instead.

Unsupervised Toys – Safe for CaPR puppy to have when you are not watching or puppy is crated	Supervised Toys – Safe for CaPR puppy when you are watching or playing with them	Unsafe Toys – CaPR puppy is not allowed to have
<ul style="list-style-type: none"> • Kong Toys • Everlasting fun balls • Nylabones • Benebones • Lumabones • Large, sterilized marrow bones (not smoked or raw) • Large antlers 	<ul style="list-style-type: none"> • Tennis balls • Frisbees • Fleece toys • Stuffed toys • Squeaky toys • Lick mats • Food puzzle toys/ snuffle mats (make sure to adjust how much food you are feeding at meal time) 	<ul style="list-style-type: none"> • Toys small enough to be swallowed or cause choking • Sticks or sharp objects • Any non-edible items puppy is eating (grass, mulch, etc) • Household items • Rope toys or toys with rope

OTHER DOGS

We want to make sure the CaPR puppy can play nicely with other dogs. Before they play with another dog, make sure to do a slow and proper introduction.

1. Have both dogs on a leash. Try to do this introduction in a neutral territory, such as outside at a park or on a quiet street, not in one of the dog's homes.
2. Start on opposite sides of the street and start walking in the same direction, parallel to the other dog for about 30 seconds.
3. Staying on opposite sides of the street, have the dogs walk in opposite directions so they can see one another but not interact.
4. Repeat this step but start closer together. Maintain enough distance between the dogs so they can't reach each other yet. Once the CaPR puppy focuses back on you, reward and praise.
5. Continue doing this until the dogs are close enough to each other to greet (sniffing or licking). Allow the dogs to greet for a few seconds and then get their attention and walk away, reward and praise.
6. Repeat step 5, allowing the dogs to meet for a few seconds multiple times. Do not move on until the dogs have a relaxed behavior (Health and Safety – Body Language).
7. In an enclosed area - Release the dogs from their leashes and let them play. Continue to keep an eye out for any signs of stress, fear, or aggression (Health and Safety – Body Language).

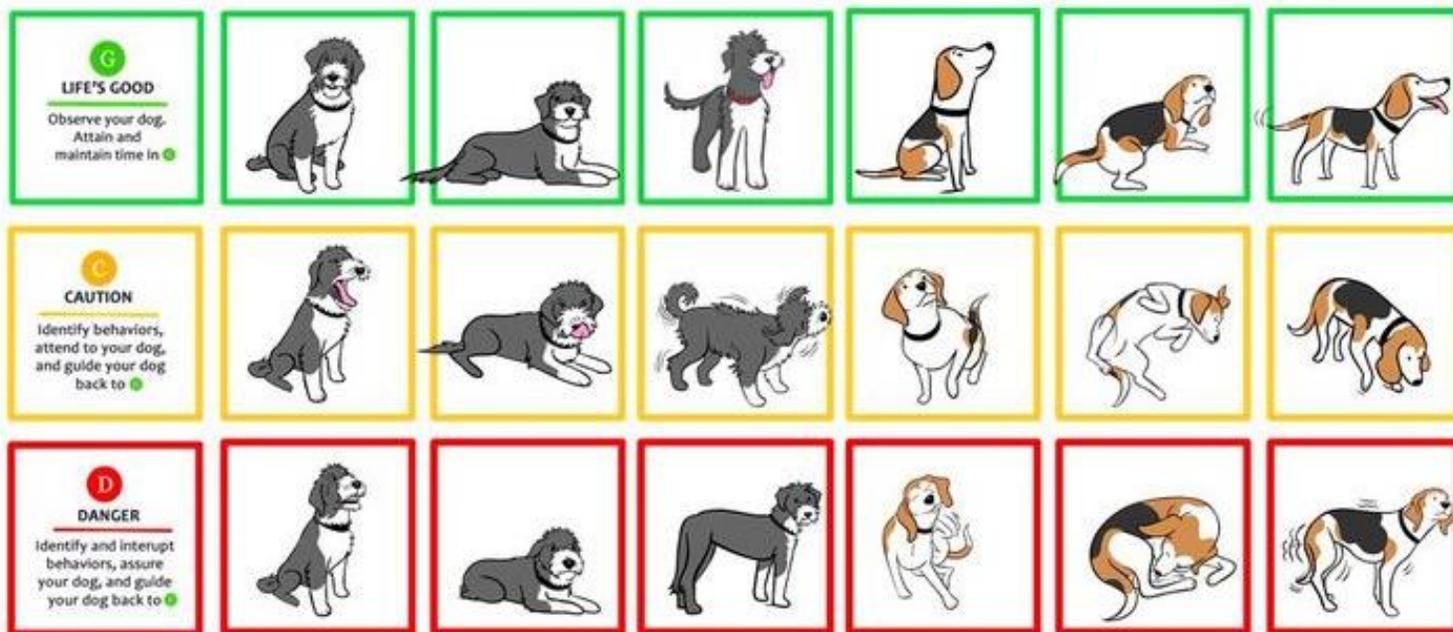
We encourage you to set up playdates with other puppy raisers outside of class in appropriately enclosed or fenced areas. CaPR dogs are NEVER allowed at dog parks, even if the park is empty. You don't know how other

dogs might act and if they have all their vaccinations. Empty parks can still have poop or water that is unsanitary for dogs and can lead to illness.

BODY LANGUAGE

Dog's talk through their body language. It is important to know a CaPR puppy's language to help you understand how they are feeling. Here are common behaviors for common feelings.

- **PLAYFUL AND HAPPY:** tail wagging or relaxed, body loose, floppy ears, rolling on their back.
- **STRESS AND FEAR:** panting but not dehydrated, scratching, yawning but not tired, lip licking, shaking off, tail down and tucked, body lowered, making body smaller.
- **AGGRESSION:** looking bigger, hackles up, baring teeth, nose wrinkled, ears pulled back, short and quick tail movements, growling and snapping, making body bigger.



COMMON SIGNS OF SICKNESS

- **DIARRHEA:** Stress, over excitement, and new treats can cause sickness and diarrhea. The following chart shows where a CaPR puppy's poop should be. Make sure the CaPR puppy is drinking enough water if they have diarrhea. Talk to the puppy program coordinator and CaPR staff if a CaPR puppy is experiencing diarrhea.



- **EAR INFECTIONS:** Dogs with longer/floppy ears are more prone to getting ear infections. It is important a CaPR puppy's ears get cleaned weekly (Grooming – Ears), especially during the warmer months. Common symptoms for ear infections are redness inside the ear flap, brown gunk inside the ear, scratching at the ear, or constant shaking of the head. Consult with your vet and CaPR staff if a CaPR puppy's ears are showing signs of infection.
- **HOT SPOTS:** Canine hot spots can be found anywhere on a dog's body, but most commonly on the head, legs, and hips. These can be painful, itchy, and smelly inflamed skin lesions. Allergies, infections, licking, or open cuts can cause hot spots. Consult with your vet if you notice any spots on a CaPR puppy's skin. Consistent, regular grooming will help prevent skin problems.
- **SEASONAL ALLERGIES:** During the spring and fall, a CaPR puppy may experience seasonal allergies. Common symptoms are sneezing, scratching, biting coat, red or inflamed skin, paw licking, redness in their inner ears. Consult with the vet if you think a CaPR puppy is experiencing seasonal allergies.

- **POISONOUS PLANTS:** The ASPCA (American Society for the Prevention of Cruelty to Animals) Animal Poison Control Center is a good resource for any animal poison related emergency. If you think a CaPR puppy may have ingested a potentially poisonous substance, call 888-426-4435. Below is a list of the most common poisonous plants:

1. Aloe Vera
2. Autumn Crocus
3. Azalea / Rhododendron
4. Castor Bean
5. Cyclamen
6. Daffodil
7. Dumb Cane / Dieffenbachia
8. Elephant Ear
9. English Ivy
10. Kalanchoe
11. Lilies
12. Lily of the Valley
13. Marijuana
14. Oleander
15. Philodendron
16. Sago Palm
17. Tulip / Narcissus bulbs
18. Yew



EXERCISE

Dogs can get many forms of exercise besides training. Exercise needs to be in moderation and the dog should be watched carefully during exercise. Make sure to provide enough water during and after exercise to keep the CaPR puppy healthy. Here are examples of the following:

- WALKING: Start with very short walks when the CaPR puppy is young. These can then be increased with age. Even on a casual outdoor walk, the dog should walk nicely on a leash and not be allowed to pull. Bring treats and make sure to praise and treat for the correct behavior. Make sure the outside temperature is safe for a CaPR puppy (Public Safety). Jogging and running can be done in moderation once the dog is a year old and their joints have finished growing. Never let the dog run next to you while you are on a bike or skateboard.
- SNIFFING: Sniffing is a great alternative to get a CaPR puppy's mind active. Snuffle mats can be bought or made at home. Make sure to subtract the amount of food given from their meals. Do not leave a CaPR puppy unattended while doing this activity and take the snuffle mat away once they are done with this exercise.
- LICKING: Licking can also be a great alternative to help soothe a CaPR puppy. Kong toys and lick mats can be used for licking. Kibble mush or a small amount of peanut butter can be used for these licking toys. Make sure to subtract from meals or use sparingly because peanut butter is high in calories.
- FETCH: Playing fetch with a frisbee or ball can be used as play time as well as a bonding tool for you and the CaPR puppy. Encourage the CaPR puppy to return the ball or toy to your hand when playing fetch. Do not let the CaPR puppy play keep away or destroy the toy. Do not encourage the puppy to catch the ball in the air, jump, or have hard stops while playing.

PUBLIC SAFETY

It is important that you set a CaPR puppy up for success when going in public. Here are some things to keep in mind when going in public:

- **COLD OR HOT PAVEMENT:** Make sure the ground is not too hot or cold for a CaPR puppy's paws. A CaPR puppy will pick up their paws and limp if it is too cold/hot. Dog booties are an option. A CaPR trainer will teach you how to introduce dog booties if this is something you require.
 - If your palm can't stay on the ground for 10 seconds, the ground is too hot.

- **VEHICLES:** The dog should be tethered, crated, or safely contained when riding in a vehicle. A CaPR dog should not jump in or out of a vehicle until they are at least 6 months old because of their growing bones. Make sure to watch traffic when loading and unloading the dog out of the car. A CaPR dog is not permitted to ride in the front seat of a car, the bed of a truck, or stick their head out of an open car window. A CaPR dog is NEVER to be left unattended in a vehicle, no matter the weather.

- **AUTOMATIC DOORS:** Never have yourself and the CaPR dog on opposite sides of an automatic door. The leash could get caught causing serious injury or you could lose control of the CaPR dog.

- **ELEVATORS:** Keep the CaPR puppy close when entering and exiting an elevator. Never have you and the CaPR puppy on opposite sides of the door. Block the door with your body so it can't close on the CaPR puppy. Once inside, put the CaPR puppy against the wall to create a barrier.

- **ESCALATORS:** Do not use traditional escalators or walking escalators (as seen at airport). Toes, nails and tails can all get caught in the moving parts. Use stairs or elevators instead.

POLICIES AND PROCEDURES

AGREEMENT

I agree to be a volunteer Puppy Raiser for a Canine Partners of the Rockies (CaPR) assistance dog in training ("Dog"). By engaging in this relationship with CaPR, I understand and agree to the following terms and conditions:

1. The CaPR Dog is the legal property of CaPR and I will adhere to CaPR's puppy methods and policies.
2. The CaPR Dog will sleep in the house in a kennel and is not treated like a pet but can "act like a dog" when released to play.
3. The CaPR Dog will have the opportunity to toilet several times a day.
4. Avoid extreme heat, cold and wet environments with the CaPR Dog.
5. The CaPR Dog will remain unchained with plenty of room to move and lay down.
6. Maintain the CaPR Dog's safety and not allow the CaPR Dog to be off-leash, unless in a safe, enclosed area, or leave the CaPR Dog outside even in a safe, enclosed area if I am not in the vicinity and watching.
7. The CaPR Dog will be well socialized and taught basic obedience using humane methods as outlined by CaPR. The CaPR Dog will be taken in public with their CaPR vest on when it is appropriate and the CaPR cues are used correctly.
8. Contact the appropriate staff if the CaPR Dog is having a medical emergency. If the CaPR Dog must be taken to the vet for an emergency, I will be reimbursed for that visit if not caused by puppy raiser negligence.
9. Feed the CaPR Dog a quality brand dog food approved and provided by CaPR.
10. Submit Monthly reports and veterinary reports in a timely manner to the puppy program coordinator.
11. Return the dog and issued equipment to CaPR if 1) I become unable or unwilling to continue or complete the raising of the dog in accordance with any part of this agreement, or 2) if/when CaPR requests the dog be returned to CaPR's care.
12. If this agreement is not adhered to, the CaPR Dog can be removed and I may not be eligible to raise another dog for CaPR.
13. Completion of this training and participation in the puppy raiser/sitter program does not signify that you are a qualified service dog trainer by Assistance Dogs International (ADI). This course is not endorsed or approved by ADI.

ACKNOWLEDGEMENT, INDEMNITY AND RELEASE

I understand and agree that I will provide my own automobile and health insurance. I also agree that I will provide proof of insurance if requested. I, for myself and anyone entitled to act on my behalf, hereby release, waive and forever discharge CaPR from any and all claims, losses, damages, expenses and other liabilities of any kind arising out of my engagement with CaPR even if such claims, losses, damages, expenses and other liabilities are out of negligence or carelessness on the part of CaPR.

CONFIDENTIALITY

I understand that information regarding a graduate/graduate applicant, and fiscal information CaPR is confidential information. I agree that I will not reveal such confidential information, regardless of how acquired, to family members, friends, professional colleagues, other members or volunteers, other graduates/graduate applicants, or any other person unless such person has been authorized to have access to that information.

MEDIA RELEASE

I hereby grant and convey to CaPR all right, title and interest I may have in any and all photographs, motion pictures, video recordings, and any other recordings made during my time with CaPR, and CaPR shall have the right to use such recordings an unlimited number of times by any and all means and media.

MEDICAL EMERGENCIES

If a medical emergency involving me occurs during my time with CaPR, I understand that CaPR will attempt to contact my emergency contact listed below. If that person cannot be reached or time does not permit, I hereby give permission to CaPR to contact emergency services for help.

PUPPY RAISER RESPONSIBILITIES

A puppy raiser lays the foundation upon which a person with a disability relies. CaPR's Puppy program goal is to provide each dog in training with a safe, secure, nurturing, enriched upbringing to maximize its potential to become a well- balanced, responsive, highly skilled service dog. The puppy raiser's role is vital to achieving this goal.

- **TRAINING:** Raisers are required to attend all classes, outings, or tests CaPR staff discussed with the puppy raiser prior to receiving the dog.
- **VET CARE:** Puppy raisers are required to get all the necessary vaccinations and testing for the CaPR puppy done while under their care (Puppy Training – Medical Form). We have a partnership with Tall Grass Animal Hospital located in Aurora. We would like raisers to take the dog to Tall Grass for all appointments (unless otherwise said by CaPR staff). CaPR pays for all necessary vet appointments at Tall Grass. All vet records need to be emailed or given as a hard copy to the puppy program coordinator. All dogs should be on Heartworm and Flea/tick prevention after 12 weeks. They should be given the Heartworm preventative on the first of the month, and the flea/tick preventative on the 15th of the month. If they are receiving a combination flea, tick, and heartworm preventative, this should be given on the 1st of the month.
- **EMERGENCY VET:** Before the puppy arrives, you should know where the closest emergency hospital is located and their phone number. If you think a CaPR puppy needs to go to the emergency vet, call the puppy program coordinator prior to going (when time is applicable). The puppy program coordinator will stay in contact with you and the vet during the dog's visit to approve any tests or treatments. CaPR will reimburse the raiser for the emergency vet cost, if not caused by the puppy raiser's negligence.

- MONTHLY RAISER REPORTS: All raisers are required to complete the report on the first of each month of the dog's progress for the previous month. The monthly report is to help determine what the dog needs to work on and allow CaPR staff to better support the raiser and dog.
- SITTERS: All raisers have access to an approved CaPR sitter list. These sitters have gone through basic clicker training and home inspections to make sure the dog will be safe while in their care. The puppy program coordinator will share the sitter list and expectations when a raiser gets a dog and when the list has been updated. Puppy raisers are not permitted to leave the CaPR puppy with anyone who is not an approved puppy sitter.
 - Raisers are required to provide the following to sitters:
 - Service dog in training folder and Dog sitter information report
 - Food for enough days while in the sitter care
 - Any medication or supplements
 - Leash, harness/gentle leader, collar, and CaPR vest
 - Other items needed for the dog's daily routine if the sitter does not have the items; crate, treat pouch, clicker, toys, treats, etc.
 - Raisers will need to email the puppy program coordinator with who the dog is going to and the duration of how long the dog will be in the sitter's care.
 - The puppy program coordinator will provide the sitter with a sitter report on the last day to be completed about how the dog did while in their care.
 - Raisers are not permitted to puppy sit another CaPR dog while they are raising a service dog in training.

ADA LAWS

- Assistance Dogs International (ADI): Canine Partners of the Rockies has permanent 501(C)(3) status and is accredited as a service dog organization with Assistance Dogs International. ADI fosters a collaborative global community dedicated to the highest standards of excellence for the assistance dog industry.
- Public Access: In the state of Colorado, a trainer of a service animal, or an individual with a disability accompanied by an animal that is being trained to be a service animal, has the right to be accompanied by the service animal in training without being required to pay an extra charge for the service animal in training in or on the following places or during the following activities:
 - Any place of employment, housing, or public accommodation.
 - Any programs, services, or activities conducted by a public entity.
 - Any public transportation service; or
 - Any other place open to the public.
- Flying with a Service Dog in Training: Different airlines have different rules for service dogs in training. CaPR allows you to travel with a CaPR puppy in training under the guidance of the puppy program coordinator and trainers. The minimum age CaPR allows the dog to travel on a plane is six months.

Please talk to the Puppy Program Coordinator or Trainer at least a month prior to travel for approval if you plan on flying with a CaPR puppy. We want to make sure the experience is a successful one for both you and the CaPR puppy.

- If you plan on leaving the state of Colorado with the CaPR pup, please inform the Puppy Program Coordinator or Trainer at least a month prior to determine if the puppy has appropriate vaccinations for the state you will be visiting.

DOG MOVEMENT

CaPR dogs will be moved at least once during their training. Moving to different raisers will allow the dog to become a more well-rounded, confident service dog. Each raiser has their strengths in training and different exposures they can give the dog. CaPR strategically moves dogs to make sure it is a good fit for both the dog and raiser. Movements usually happen when the dog is moved to the next stage in their training.

RELEASED DOGS

Despite the best efforts of puppy raisers and CaPR trainers, some dogs are not fit to become a service dog. There are two main reasons:

- Medical – Health concerns that would prevent the dog performing specific cues and/or the dog requires medication or treatment that the client is not able to provide.
- Temperament – Behavioral concerns that would prevent the dog from performing the appropriate task for the client in a respectful manner.

CaPR will seek other working dog placements for released dogs. These placements are often referred to as a career change. If a CaPR dog seems suited to a different type of assistance work, the dog might be donated or sold to another organization that serves a different clientele.

If another working dog placement is not applicable for the dog, the dog will be placed up for adoption as a pet. The dog will enter the released dog program and people interested in adopting the dog (including the raiser), will need to apply to be considered for adoption. There will be a suggested donation to adopt the dog.

MEET THE STAFF

Staff	Position	Email
Kyle Lephart	Executive Director	kyle@cpotr.org
Bridget Domenighini	Development & Communication Director	bridget@cpotr.org
Miki Brewington	Client Services Manager	miki@cpotr.org
Jessie Lause	Outreach Coordinator	jessie@cpotr.org
Kat von Vorys	Lead Service Dog Trainer	kat@cpotr.org
Michele Rielly	Service Dog Trainer	michele@cpotr.org
Rachel Hazelwood	Puppy Program Coordinator	Rachel@cpotr.org
Canine Partners of the Rockies	General Information	info@cpotr.org 303-364-9040

IMPORTANT CONTACT NUMBERS

Name	Address & Phone Number	Hours
Sploot Vet	2000 Chester St Suite B, Aurora, CO 80010 (720) 730-6559	Everyday 8 - 8
Emergency Vet VCA Alameda East Vet Hospital	9770 E Alameda Ave, Denver, CO 80247 (303) 366-2639	24/7
ASPCA Poison Control Center	(888) 426-4435	24/7