



South Utah Valley Animal Services

Policy and Procedures

Rescue Notification and Euthanasia Compliance – SB201

Authority: Utah Code – SB201 (Animal Shelter Euthanasia Amendments)

Department: Animal Services

Approved By: _____

Effective Date: _____

Review Date: _____

1. PURPOSE

The purpose of this procedure is to establish a consistent process for notifying animal rescue organizations of animals that may be at risk of euthanasia and to document those efforts in accordance with Utah SB201.

This procedure ensures transparency, proper recordkeeping, and standardized rescue coordination while maintaining the professional judgment of shelter staff regarding animal welfare and public safety.

2. POLICY

South Utah Valley Animal Services (SUVAS) will provide notice to animal rescue organizations that have requested participation when animals are identified as at risk of euthanasia.

SUVAS will:

- Maintain an **At-Risk Animal List** accessible to approved rescues
- Provide a **standardized notification process**
- Require all rescue requests to be submitted through the official system
- Allow a minimum of **two (2) business days after notification** before euthanasia, unless an exception applies

Nothing in this policy prevents immediate euthanasia when necessary to alleviate suffering, protect public safety, or comply with legal requirements.

3. DEFINITIONS

Animal Organization

Includes both animal shelters and animal rescue groups.

Animal Rescue Group

A private humane society or animal welfare organization that accepts animals for placement, has a current 501c(3), in good standing with the IRS, and has been approved by SUVAS.

At-Risk Animal

An animal that has completed the legally required holding period and is being evaluated for euthanasia due to medical condition, behavioral concerns, capacity limitations, or other welfare-related factors.

Notification

The act of informing rescue organizations through the At-Risk List and/or direct communication.

4. RESCUE COMMUNICATION & ACCESS

- SUVAS will maintain a **designated rescue email address** for all rescue communications.
- Rescue organizations must request to be added to the **Rescue Notification List**.

Upon request, SUVAS will:

1. Send the **standard response email**, which includes:
 - Instructions for accessing the At-Risk List
 - SB201 requirements and expectations
 - Monitoring responsibilities
 - Link to the official JotForm request system
2. Grant access to the **At-Risk Animal List (Google Sheet)** via a separate email.

Rescues are responsible for:

- Monitoring their email (including spam/junk folders) for access
- Regularly reviewing the At-Risk List

5. PROCEDURE

A. Identification of At-Risk Animals

Animals considered at risk can be identified when they arrive, after the required stray holding period, or at any point during their stay in the shelter. Authorized staff may determine that an animal requires euthanasia due to medical, behavioral, or capacity-related reasons.

B. Posting to At-Risk List

Animals designated as at risk will be included on the shelter's **At-Risk Animal List**. This list will contain each animal's impound number and due-out date and reason. These details will enable rescue organizations to access information about at-risk animals via SUVAS's website at www.suvas.org.

Information available on website records includes:

- Animal ID
- Species/Breed
- Sex
- Intake Date
- Location

C. Rescue Notification

Staff will notify rescue partners via the designated rescue email. The notification will direct rescues to the At-Risk Animal List, Provide the JotForm request link, and outline SB201 timelines and expectations.

D. Documentation

The date that rescue notification occurred and the reason the animal was designated as at risk will be recorded on the **impound ticket** or in the animal's digital record.

Example documentation entry:

"Rescue notification posted on "at risk list" [date]. Animal posted to At-Risk Animal List due to [reason]."

E. Rescue Placement

Rescue organizations may request transfer of an animal by contacting the shelter through the designated JotForm.

F. Final Outcome

If no placement is secured and no reasonable alternative is available, euthanasia may be carried out in accordance with shelter policy and applicable law.

6. EXCEPTIONS

Animals may be euthanized without prior rescue notification when immediate action is necessary to:

- Prevent prolonged suffering due to severe medical conditions
- Address emergency medical situations
- Mitigate significant public safety risks
- Comply with court orders or legal directives

Such cases will still be documented in the animal's record.

7. RECORD KEEPING

The shelter will maintain documentation demonstrating compliance with this procedure, including:

- At-Risk Animal Lists
- Rescue notification emails
- Impound ticket documentation
- Transfer records
- Euthanasia records

Records will be maintained in accordance with applicable municipal record retention policies.

8. RESPONSIBILITY

The Shelter Director or their designee is responsible for:

- Maintaining the rescue contact list
- Ensuring the At-Risk Animal List is updated
- Verifying staff compliance with this procedure
- Updating this procedure as necessary to remain consistent with state law and operational practices