

End of Day Checklist

Yards: Emptied of dogs, bowls, toys, and poop

Clinic: Lights, A/C and scale turned off

 Puppy scale sanitized and locked

 Medicines properly sealed and stored

Sink clean and empty

 Floor mopped, trash emptied

 Counters clean and sanitized

 Gates, closed and locked

 Bring Medical Schedule to front desk

Kennels: Full, clean water bowls

 Cage clips secured

 Clean, Appropriate bedding

 Do the Run doors need to be closed?

S/N: Crates made and labeled with kennel locations

 s/n clips on cages, and food removed

Lights Out: Clinic, Break Room, Dog Runs, Kitchen, Laundry room, Meet & greet

Locked: Clinic, Inner Gate, Sheds, Break Room, Grooming Room,

Run doors, Office doors, Outer Gate