1   **Appendix**

2   1. Invitation letter

3   2. Consent form

4   3. Questionnaire

5   4. International Cat Care body and muscle condition score chart

6   5. Data collection form

7

8   **Invitation Letter (English)**

9   Dear Sir/Madam,

10   I am currently studying "International Animal welfare, Ethics and Law" at the University of

11   Edinburgh, UK. To complete my degree, I am conducting a project looking at the relationship

12   between resources and cat health/welfare.

13   I would like to invite you and your organisation to participate in the project. All data

14   collected will be kept strictly confidential, and details remain anonymous. A consent form

15   will need to be signed.

16   In brief, the project will be conducted in two phases. The first phase involves a short

17   interview (face to face or via telephone/email/whatsapp). Data to be collected include

18   information on number of cats, the area of the premises, number of full time staff/ volunteers,

19   managerial (food/litter supply, etc) and record keeping practices, etc.

20   The second phase of the project involves an on-site visit. A number of cats will be chosen at

21   random, and observed for body condition score and for signs of respiratory tract infection.

22   You can withdraw from the project at anytime.

23   Your help will be much appreciated.

24   For more information, please contact me via text messages/whatsspp/email or telephone. I

25   can explain in more detail and arrange to sign a consent form.

26   I can be contacted at

27   Text/Phone- 64616826

28   Email- iawelcatproject2017@gmail.com

29   Regards,

30   Suet-Kei Kong

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<u>Consent Form - Resource Based Audit of Cat Shelters in Hong Kong</u>

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36   This is a research project looking at the relationship between shelter resources and cat health.

37   Further details regarding the project can be found in the invitation letter. All data collected

38   will be kept strictly confidential, and details remain anonymous. The data collected will only

39   be used for research purposes and will be kept for 5 years, and may be used for future

40   ethically approved research.

41   In brief, the project will be conducted in two phases. The first phase involves a short

42   interview. Data collected includes information on number of cats, the area of the premises,

43   number of full time staff/ volunteers, managerial (food/litter supply, etc) and record keeping

44   practices, etc.

45   The second phase of the project involves on-site visits. A number of cats will be chosen at

46   random, and observed for body condition score, signs of respiratory tract infection and coat

47   condition.

48   Consent:

49   I, _____ (full name), of

50   _____(organisation)

51   _____(post held),

52   fully understand the details of the project as explained in the invitation letter by Suet-Kei

53   KONG.

54   Participation is strictly voluntary, and I can withdraw at any time.

55   Signature of participant with full name in print:

56   _____

57   Signature of person taking consent with full name in

58   print:_____

59   Date_____

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62   <u>Questionnaire</u> (English)

Organization code number			remarks
Shelter demographics			
	Total area for cats		
	Total number of cats		
	Average age of cats (min to max)		
	Average length of stay (min to max)		
	Number of cats euthanized for health reasons in the past year		
	Presence of other animals in shelter	Y/N	State which species
Shelter management			
	Cat health records		0 = none, 1 = incomplete 2 = complete
	Vet check ups		R= Regular A= ad hoc
	Vet service – same vet practice / affiliated		Y/N A= affiliated/paid A1= affiliated/unpaid N= non affiliated/ paid N1= non affiliated /unpaid or at discount
	All cats neutered	Y/N	
	All cats vaccinated		0 = none, 1 = incomplete

			2 = complete
	All cats de-wormed	Y/N	
	All cats de- flea	Y/N	
	Documentation- Policies on Admission/ isolation adoption/ euthanasia		0 = none, 1 = incomplete 2 = complete
	Total number of staff looking after cats		
	-Of which volunteers		
	- employed designated carers		

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65   Questionnaire (English -continued)

Husbandry practices				remarks
	Frequency of cleaning		1= daily 2= >once daily 3= non daily	
	Frequency of disinfection		1= daily 2= >once daily 3= non daily	
	Feeding routine		R = regular A= ad hoc F = ad libitum	
	Stable supply cat food	Y/N		
	Water – frequency of change		1= daily 2= >once daily 3= non daily	Possible water fountain
	Litter – frequency of change		1= daily 2= >once daily 3= non daily	
	Average number of litter box per cat			
	Stable supply cat litter	Y/N		

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69   International Cat Care Body and muscle condition chart

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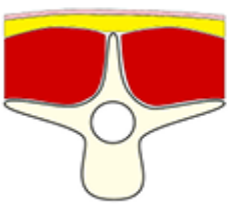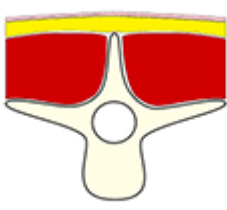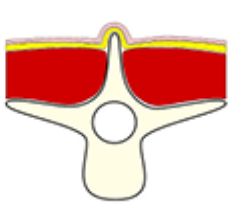
71

72   Courtesy International cat care

73

74   Data collection form

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76   **Organization**   **date / time**

77

Cat number	Body condition score (1-5)	Nasal/eye discharge (0,1,2)	Breed: Domestic short hair (D)non- Domestic short hair (ND)	Age/ yrs	Gender M/F	Remarks Coat condition: shiny (S) / dull (D)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
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	Cleanliness		1 = poor 2 = moderate 3 = good	
	Smell (cat urine)		1= strong 2 = mild 3 = no smell	

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BCS – ICC body & muscle condition score (see diagram) score 1(v thin) -5 (obese)

URI – no nasal eye discharge= 0/ mild = 1/ severe = 2

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