



**Diane Podolsky**

NY Small Dogs Examiner

## Organization tips for dogs from Marcia Sloman of Under Control

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I asked Marcia Sloman, a professional organizer, to provide some tips for staying organized when caring for small dogs and managing a busy, New York lifestyle. Here is what she had to say:

"One of the most effective attitudes in a happy, healthy life is thinking you control your life. But, emergencies can happen . . . a natural disaster, a federal emergency, or just coming home late from work. Be prepared with these steps to feel confident that your small dog is taken care of, if you can't be home.

1. Prepare a emergency checklist for pet sitter/walker. Be sure the pet sitter/walker knows where to locate the list. Keep a copy of this list accessible (eg. on the refrigerator) for police, fire or emergency personnel in the event you are unable to get home. Include on this list:

- Location of bed or crate, leash, collar, poop bags, treats, food, medicine, supplements and toys
- Location(s) of hiding places when your dog is frightened
- Time of and quantity of Meals
- Time and dosages of supplements and/or medication
- Behavioral issues such as: (does not) get along with (some) other dogs
- Special instructions of routines that you usually follow with your dog such as grooming
- Location of your keys and alarm code(s)
- Route that you usually follow for walks
- Location of electric fence, if installed, and instructions for alternative if there is a power failure and electric fence is disabled
- Location of and directions to dog park and specify off-leash or on-leash
- Language and commands that you use such as "stay", "off", "back", "go-around"
- Contact information for you, vet, neighbor, plumber, electrician, handyman, family member

2. Notify your neighbor(s), possibly with a photo, of the name of your sitter/walker, and approximate times that they will be coming.

3. If, at any time, you are unable to reach your regular sitter/walker, be sure to have a back up.

4. Always store your dog's leash, poop bags, treats, food, medicine and supplements safely, securely and in the same location. If you ever change that location, remember to alert all responsible parties of the change.

5. Always have your dogs wear a collar with tags identifying the dog if lost.

Use this list to be prepared in advance for vacation if your small dog won't be joining you.

Be prepared, be organized, feel that you control your life."

Organization tips provided by [Marcia Sloman](#), President of Under Control, a professional organizer located in Westchester County, has been organizing families since 1992. She can be reached at [undercontrol@mindspring.com](mailto:undercontrol@mindspring.com).

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\*Please note that this Examiner does NOT recommend or endorse the use of electronic fences but if they are in use, it is vital that anyone caring for your dog know where the boundaries are and how to use this equipment properly.