

City of Albuquerque Employee Pet Care Membership

Effective September 1, 2025

Overview and Purpose

The City of Albuquerque Employee Pet Wellness Program is a voluntary membership exclusively available to City employees. Administered by the Animal Welfare Department (AWD), this program helps support the City's H.E.A.R.T. Ordinance (9-2-3-16) by promoting responsible pet ownership and access to affordable preventative care.

Eligibility

- Open to City of Albuquerque employees only.
- Membership year runs from September 1st through August 31st annually.
- **Enrollment Period:** August 1st through August 31st.
- Membership is voluntary; however, it requires a one-year commitment, except in extraordinary circumstances (e.g., pet's death), subject to AWD approval.
- Pet Ownership Attestation.
- Members wishing to opt out for the next program year must disenroll during the annual enrollment period.

Services Provided

All services are provided at the following location: by appointment only.

Preventative Pet Care Clinic
10500 Copper Avenue, Suite B
Albuquerque, NM 87123
(505) 764-1170

Included services:

- Core Vaccinations
 - Dogs: DA2PP, Rabies
 - Cats: FVRCP, Rabies
- Spay and Neuter Surgery
- Annual Preventative Wellness Exam (brief evaluation of heart, lungs, skin, coat, eyes, ears, nose and mouth)

*****This program does NOT include:***

- Emergency care
- Sick pet exams
- Non-core vaccines (e.g., Bordetella, FELV, Leptospirosis)
- Surgeries outside spay/neuter
- Heartworm testing or prevention

Services are limited to healthy pets only and provided at the discretion of the attending veterinarian. Not all pets are eligible – restrictions include:

- Pets over 90 lbs.
- Pets over 6 years of age
- Brachycephalic breeds due to health concerns. (Animals with a shortened skull and a flattened face include, but not limited to, pugs, French bulldogs, English bulldogs, Boston terriers, Shih Tzus and Pekingese. Some cats include, but are not limited to, Persian, Himalayan and Burmese.
- Animals displaying aggressive behavior

Membership Options and Fees

<u>Plan Type</u>	<u>Payroll Deduction</u>
Single Pet	\$4.50 per pay period
Multi-Pet (up to 6 pets)	\$9.00 per pay period

Note: *All deductions are post-tax and non-deductible.*

Copays and Payment Collections

Copays are due at the time of service and will be collected by Animal Welfare staff at the Preventative Pet Care Clinic.

- Vaccinations: \$0
- Annual Wellness Exams: \$10
- Spay/Neuter: \$20

All copays must be paid on-site at the time of appointment by the employee.

Fund Allocation

- Membership fees are collected via payroll deduction.
- All fees go to the City's H.E.A.R.T Ordinance Program (9-2-3-16), supporting continued wellness services and other AWD initiatives.

Enrollment & Disenrollment Process

- Complete the official enrollment form and submit to the Insurance & Benefits Division (Human Resources).
- Pet Ownership Attestation must be completed.
- Human Resources will notify Payroll to initiate deductions.
- Disenrollment during the membership year is only permitted with AWD approval.
- Animal Welfare reserves the right to disenroll any member if their pet presents an aggression risk or public safety concern.
- Membership is subject to AWD policies and guidelines, City Ordinances and Regulations, and any applicable laws.

Disclaimers

- This program is NOT a substitute for a full-service veterinary relationship.
- Services are limited and not all pets will qualify.
- Care is offered solely at the discretion of AWD staff and veterinarians.