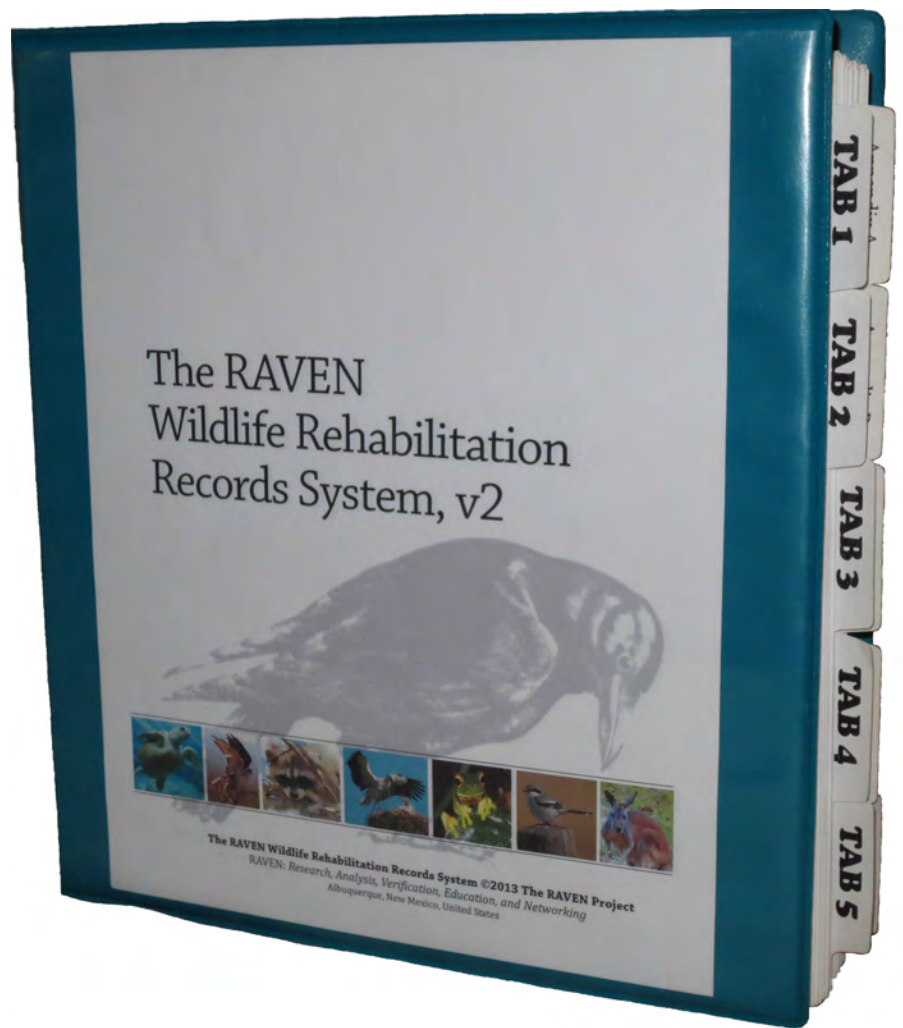


THROUGHOUT OUR YEARS of rehabilitation and related administrative tasks, it became clear to us that rehabilitation data could have tremendous value to educational institutions, biologists, and wildlife agencies. The challenge was to form a bridge between those disciplines and the rehabilitation community; The RAVEN Project was created for that purpose.



Rehabilitation data are a significant by-product of what rehabbers do—even though creating a dataset is not what drives most people to become rehabilitators. The RAVEN Records System was designed to make it easier to manage your data—and file annual reports—and will elevate it to an exciting source of biological information that is useful to you, the rehabilitation community, biologists, and wildlife agencies.

—Anne C. Russell and Janelle E. Harden



The RAVEN Records System was produced for the Windows operating environment.

The RAVEN Project • Albuquerque, New Mexico, USA

RAVEN: Research, Analysis, Verification, Education, and Networking

The RAVEN Wildlife Rehabilitation Records System

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If you are a rehabilitator, you have to file annual reports!



In the United States, our regulatory agencies (both federal and state) require annual reports; many other countries have mandatory reporting anywhere from quarterly to biannually to “whenever they ask for one.” Whatever the time frame, it can be a laborious process to collect, organize, and prepare your data for reports.

American rehabbers may be surprised to learn that the U. S. Fish and Wildlife Service (USFWS) has written into their 10-Year Plan (2004–2014) that *digital* reports are desirable. Is your current system digital? Can you easily transfer your data to the PDF forms the USFWS provides for annual reporting? Are you ready to “go digital” or do you cringe at the mere prospect? And while we’re at it, does your current system save you time or just give you headaches?

Beyond reporting, does your method allow you to track and analyze all information on an animal-by-animal basis? Can you easily compile statistics about your entire dataset?

- release rates
- the most-common causes—and related injuries and conditions—for why animals require rehabilitation
- the diversity of species you receive
- intake trends over multiple years
- who is bringing you animals (Animal Control, the public...)
- how much money do they give you and how much are you spending on animal care

Whatever country we may operate in, rehabilitators need a digital system that meets reporting requirements but also allows us to track and analyze intake data for our own purposes. The system should use a software program that is relatively inexpensive and readily available, such as Microsoft Excel. Lastly, the system needs to be both simple and easy to use for reporting, but powerful enough for detailed research and analysis.

Welcome to **The RAVEN Wildlife Rehabilitation Records System, v2**



The RAVEN Wildlife Rehabilitation Records System and User Manual Version 2.0

In September of 2011, the U. S. Fish and Wildlife Service (USFWS) completed revisions to the 3-202-4 form on which to file mandatory annual reports. This had been the first major revision in many years. There were still five (5) sections, but there were changes in the order and some content of the prior sections.

A 2014 expiration date was given for the 2011 version of the form.

The RAVEN Wildlife Rehabilitation Records System and User Manual are revised each time any government-driven changes occur. At the time of purchase, all textual directions and graphics in this User Manual are in compliance with current documents and information required by the Migratory Bird Office of the USFWS.

In addition, other permit-related forms (such as applications and transfers of non-releasable birds) are occasionally revised by the USFWS. Your RAVEN Records System CD contains the most recent forms available at the time you purchased The RAVEN Records System.

This data collection system, and the manual, is **about** wildlife rehabilitation, was created **for** wildlife rehabilitators, and was developed **by** wildlife rehabilitators. The authors (Anne Russell and Janelle Harden) collectively have over 30 years of rehabilitation experience and the last 15 have included administrative duties: Anne is the Data Manager for Wildlife Rescue, Inc. of New Mexico (United States), the same group for which Janelle was the Permit Liaison with state and federal wildlife permitting agencies for 16 years. Together, we created and submitted the organization's annual reports. Our esteem for the practice of wildlife rehabilitation and the rehabilitation community continues to grow. Our commitment to the field itself, and to bettering the tools we use as rehabilitators, has led us to create The RAVEN Wildlife Rehabilitation Records System.

What is The RAVEN Records System?

The User Manual explains a system—and the digital tools and techniques—that will enable you to (1) accurately collect all of your rehabilitation acquisition data, (2) more-easily collate it into required reports for permitting agencies, and (3) discover how your data can be invaluable to your own rehabilitation activities as well as to the scientific community.

The user manual explores the following topics:

- A brief history of The RAVEN Project
- A brief history of wildlife rehabilitation and the laws and permitting procedures that impact, and govern, the practice of rehabilitation
- A detailed discussion of what data are required for annual reports in the United States (with notes on other countries)
- Both textual and graphic explanations of how The RAVEN Wildlife Rehabilitation Records System is designed to accurately gather and manage your acquisition data for reporting and record-keeping
- The importance of a standardized terminology so that data can be effectively analyzed by individual rehabbers as well as through networking with the larger scientific community
- An overview of the diversity of research and analysis that can be done with rehabilitation data already gathered for reporting and administrative needs
- A selection of rehabilitation resources, publications, tools, and materials (such as digital templates on which to file your U.S. annual reports)
- A “How To” section to help you sort and analyze data in The RAVEN Records System’s digital log

We have also included (on the RAVEN Records System CD) our article from the IWRC’s *Journal of Wildlife Rehabilitation* (November 2012). The article compares the prior USFWS annual report forms with the most-recent version and gives instruction on how to use the newest forms.

The RAVEN Wildlife Rehabilitation Records System

The RAVEN Records System digital acquisition log has two features that will make your data entry easier:

1. FORMULAS that AUTOMATICALLY FILL IN CERTAIN DATA FIELDS

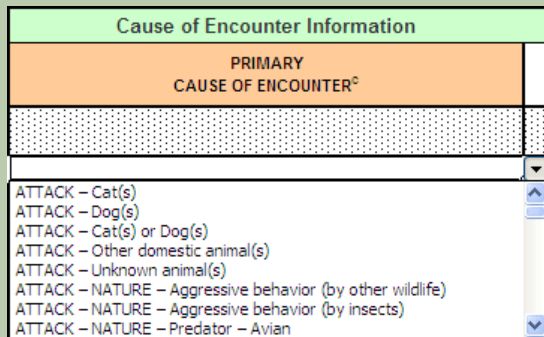
There are 11 fields in the digital log that contain formulas. These fields “auto-fill” and have a RED box across the top of the column to remind you that you don’t need—or want—to type in these columns.



2. “DROP-DOWN” LISTS so you DON’T HAVE TO TYPE EVERYTHING.

These lists allow you to simply click on the correct data rather than having to type every word. This feature also ensures a standardized terminology so that you can sort and analyze data with ease.

(See analysis examples on page 8)



Why are rehabilitation data important?

Beyond required reports, there is a further value of rehabilitation data that isn’t always recognized. It has become inarguably clear that the value of rehabilitation is not limited in impact to the individual animals we attempt to heal and release. Indeed, as a collective force, “Wildlife rehabilitation provides unique insights into issues affecting wildlife populations, species, and habitats, and contributes to wildlife conservation and protection worldwide” (IWRC 2009). You don’t have to be a large organization or clinic to ‘provide unique insights into issues affecting wildlife.’ Every piece of data you collect about the animals you acquire, and about the care you give them, represents information that is not specifically collected by any other scientific endeavor concerned with wildlife.

With enough data, rehabilitators can track epidemics (such as West Nile virus, endoparasites, or zoonotic diseases), quantify the effect of some climatic events, and statistically evaluate the anthropogenic (human-caused) disturbances that harm our wildlife. A trend seen in your immediate vicinity may be reflected across your state or province. If enough information can be collected and analyzed, a large, regional dataset may reveal that a trend is not just a local phenomenon but is occurring at the population level.

In addition, many rehabilitators collaborate with universities and museums, for which they provide region-specific wildlife data, not available from any other source, as well as actual animal specimens that can be accessioned into scientific collections.

In an editorial discussing the response of rehabilitators to the Gulf oil crisis, Kieran Lindsey (Editor of *The Journal of Wildlife Rehabilitation*) stated:

“We have a unique opportunity to let the world—both the public and our fellow wildlife professionals—know about the integral role wildlife rehabilitators have played in this response... It’s time for rehabilitation—and rehabilitators—to come out of the shadows and be recognized as valuable members of the wildlife conservation team.”

(Lindsey 2010)



International Wildlife Rehabilitation Council (IWRC). 2009. IWRC Mission, Goals and Bylaws. <http://www.iwrc-online.org/about/about.html> (Accessed 11/1/09).
 Lindsey, K. 2010. Editor’s Corner: This was not a “good news” summer. *Journal of Wildlife Rehabilitation* 30(3): 4.

What is in the RAVEN User Manual?

THE RAVEN PROJECT

[Research, Analysis, Verification, Education, and Networking]

Anne Russell created the RAVEN Project in 2004 while doing rehabilitation and data management for Wildlife Rescue, Inc. of New Mexico (WRINM). The Project was expanded in 2005 through cooperation with a community college in Albuquerque, NM; Anne instructed a class focused on using geographic information system (GIS) technology to analyze and present rehabilitation acquisition data. One result was a digital log designed specifically to aid rehabilitators in data collection. The RAVEN log became a platform by which to analyze rehabilitation data, share our findings with other rehabbers and the scientific community, and enhance our collaboration with wildlife managers.

What followed was a research project (Harden et al. 2006) to determine what type of rehabilitation information was actually available to rehabilitators and the larger scientific community. Although intriguing information was offered by several U. S. rehabilitation centers, it was not presented in a uniform manner that facilitated accurate comparison between centers. One of the most noticeable problems was the inconsistent terminology used for causes of encounter and major conditions and injuries. Following is an excerpt from the Conclusions of that 2006 study:

"The authors, along with biologist Chuck Hayes (NM Department Game and Fish; pers. comm. 2005), feel that it is important for rehabilitators to (1) enter all acquisition data in a software program; (2) choose a program that is relatively inexpensive and readily available, such as Microsoft Excel; and (3) [gather and] record information uniformly and comparably. Such a system would afford an ability to provide accurate and timely data to rehabilitators, wildlife managers, and other interested parties. In addition, it would aid these groups in forming ongoing associations and in meeting their specific, mutual needs."

Based on these conclusions, RAVEN set a goal to finalize a comprehensive system that would address the data-collection issues confirmed during the 2006 project. Under a 2009 grant from the New Mexico Department of Game and Fish, 19 years of WRINM's rehabilitation data were analyzed. The final report provided long-term rehabilitation data for the Albuquerque, New Mexico area. The unique findings of that report led to an additional 2-year grant (begun in 2010) to collect data from rehabilitators across the entire state. Collaborating with the state's rehabilitators during that project allowed RAVEN to finalize the digital log and a uniform terminology. As a result, in October of 2011, **The RAVEN Wildlife Rehabilitation Records System** was presented at the International Wildlife Rehabilitation Council's annual symposium and is now being used by a number of rehabilitators.

¹RAVEN Project: Application of WRI rehabilitation acquisition data to state endangered and threatened species and species in greatest conservation need. http://www.wildlife.state.nm.us/conservation/share_with_wildlife/Russell&Harden2009.pdf

²The 2010 Pilot Project: Analysis of New Mexico's Statewide Wildlife Rehabilitation Data. http://www.wildlife.state.nm.us/conservation/share_with_wildlife/documents/T12P2-11App-RAVEN.pdf



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The RAVEN Records System is strictly digital. However, the CD contains all the files needed to print out and create the User Manual notebook featured on page one (i.e., the notebook and printing are not included).



TAB 1. The RAVEN Project

The 16 pages in Tab 1 present information about The RAVEN Project and wildlife rehabilitation as a discipline. We also explore the laws and regulations that affect our activities, the permits that govern our work, and the "wonderful" world of required annual reporting.

TAB 2. The RAVEN Records System

Tab 2 is 46 pages of detailed descriptions and tables about the digital RAVEN Acquisition Log, which is the foundation of the entire system. The data fields in the log are organized under six information categories: Acquisition Information; Baseline Annual Report Information; Animal Information; Detailed Disposition Information; Rescuer Information; and Money Information.

Date Found

This date is for when something was found, which isn't necessarily the same day it was brought to you.

Date Acquired

This is for the date on which you actually acquired the animal. If you compare the date found with date acquired, it is often instructive to help determine the condition the animal is in and the care it will need. It is also needed for reporting when an animal will need to be kept longer than 180 days (see Chapter 20).

Additionally, the Date Acquired can be useful in broader-scale analyses when you have consecutive years of data. For example, you might see seasonal trends in the intake of certain animals, particularly in the arrival of migratory species. These trends can help you plan when to stock up on the right housing and dietary supplies.

Animal Group

This is one of the fields you don't need to write on your paper log because the species name (or code) that is written will make it obvious which animal group to enter in the digital log. The drop-down list (see graphic below) in the digital log covers both wild and domestic animals and will also distinguish "protected" from "non-protected" field, meaning you don't have to type it in.

The "Animal Group" field can be useful for sorting your acquisitions... how many domestics are using up your resources? Do you receive a lot of non-protected birds? Collecting this type of information could help you search out organizations such as a national society or a local group that works with domestic or exotic animals. They could be approached for possible funding or, at the very least, they might accept some of your non-releasable species.

This drop-down list in the digital log has a letter at the beginning to represent each animal group: A (amphibian), B (bird), F (fish), I (invertebrate), M (mammal), and R (reptile)

ANIMAL GROUP	
— Alphabetical —	
A	Amphibian, Domestic
A	Amphibian, Non-protected
B	Bird, Domestic
B	Bird, Non-protected
F	Fish, Protected
F	Fish, Non-protected
I	Invertebrate
M	Mammal, Domestic
M	Mammal, Non-protected
M	Land Mammal, Protected
M	Land Mammal, Non-protected
M	Marine Mammal, Protected
M	Marine Mammal, Non-protected
R	Reptile, Domestic
R	Reptile, Non-protected
R	Land Reptile, Protected
R	Land Reptile, Non-protected
R	Marine Reptile, Protected
R	Marine Reptile, Non-protected

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Save yourself a headache...

When you decide on a potential 4-letter code (e.g., using the first two letters of a bird's name), first search through the existing code column to make sure it hasn't already been used for another species. (In other words, type in your new code and then ask Excel to look for it in the rest of the list; if it can't find it, you are safe to use it.)

In addition, some U.S.A. non-protected species are on the USGS list and some are not. For instance, they list the European Starling (EUS1) and the House Sparrow (HOSP) but not the Pigeon (Rock Dove), so we added a code of PIGE to the RAVEN list.

There are also birds that are neither a subspecies, game bird, nor non-protected and yet still aren't on the USGS list. One example is the **Piratic Flycatcher (PIFL)**. We don't know why it wasn't included, but we added it to the RAVEN list. You may receive a species that is not on the list we have provided. If you only anticipate a single or few acquisitions, you don't have to create or enter a code. You can just tab directly to the common name field and type in the species name (the log allows this). However, if you think you'll receive more than a few, you may want to create a unique reference code in your log list so that the bird's common name is automatically entered for future intakes.

[Tab s. Appendix D gives "How To" instructions for revising the species code list in your digital log.]

If there isn't a code for something—or you don't know what the species is—you can choose "UNID," the last choice on the code reference list. "Unidentified" will be automatically entered for the common name. This is for those occasions when it just isn't possible to confirm an identification whatsoever. You can also type "Other" in the code column, which will trigger a blank field in the common name column so you can type whatever you wish.

Remember our earlier note about needing the most detailed information possible? Fields that say "Unidentified" anywhere in the intake log can reduce the analytic value of that animal record. A partial identification is better than none at all.

One example would be when you know a bird is an oriole, but can't determine if you have a Scott's (*Icterus parisorum*), Bullock's (*Icterus bullockii*), or another oriole species. (It may be a hatchling that dies before developing any distinguishing features or features.) In another case, the features may only indicate the broader Family category, such as "raptor," (Falconidae) "duck," (Anatidae) or "shorebird" (Scolopacidae). For those times when you may not have anyone to help you confirm identification, just type "Other" for the code and enter whatever you do know in the common name field. The examples given above can be entered in the common name as "Oriole sp." (when the genus is known) or "raptor sp. / duck sp. / shorebird sp." when you can only determine the family.

The bird reference list in your RAVEN digital log includes every avian species in the USGS list (Gustafson et al. 1997) for the United States and its protectorates, as well as the few subspecies and so forth that we added—a total of 1,133. You may not want to keep such an exhaustive list in your digital log. When you obtain a bird list for your state, (or your region and country), you can compare it with the provided list and keep all bird species that appear in your region and thus may be brought to you for rehabilitation. After deleting the unnecessary birds, you can add any birds (such as subspecies) that you still need. Remember to create a code as well, because typing in that code will trigger the program to enter the appropriate common name automatically.

Remember that all of our revisions appear in red to identify them as additions or revisions. The way they are constructed serves as an example of how you might personalize your list.

[Tab s. Appendix D gives "How To" instructions for revising the species code list in your digital log.]

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Highlights of three features described in Tab 2.

Primary Cause of Encounter

The primary Cause of Encounter (COE) is the **one main event** or situation that caused an animal to be brought for rehabilitation.

One of the driving forces during the creation of the RAVEN Records System was the importance of rehabilitators using consistent terminology.

Consider the “cause of encounter” (COE), one of the most varied and complex pieces of information we gather upon animal intake. For example...

“Well, I heard it hit the living room window. By the time I got outside, my cat had it in her mouth. I got it away from her and put it in a box in the bathroom. When I went in to check on it later, it had revived, flew into the family room, and went straight up into the ceiling fan, which was on high speed. Then, when I was driving here, it got out of the box again and got under the front seat... when I got to your parking lot, I had to use my windshield scraper to push it out far enough to grab it. But I don’t think it’s hurt...”



The RAVEN Records System standardizes 84 COEs within 19 major categories:

- | | |
|---------------------|----------------------------------|
| ATTACK | HUMAN – LEGAL [e.g., mitigation] |
| ATTACK – NATURE | IMMATURE |
| CAUGHT | IMMATURE – NATURE |
| COLLISION | NATURE – BIOLOGICAL |
| DOA | NATURE – STRANDED |
| DOMESTIC | NATURE – WEATHER |
| FOUND IN/ON: | TRANSFERRED |
| HAZARD | OTHER |
| HUMAN – ACCIDENTAL | UNKNOWN |
| HUMAN – INTENTIONAL | |

Primary Condition–Injury

The primary Condition–Injury is the **one thing** that is most life-threatening to the animal’s continued survival or eventual release.

The RAVEN Records System also standardizes 158 condition–injuries within 20 major categories:

- | | |
|------------------------------|-----------------------------|
| COATED w/SUBSTANCE | MISSING – Body part(s) |
| CONDITION | NEUROLOGIC |
| DISEASE | NO VISIBLE Injury–Pathology |
| DISLOCATION | PARASITES |
| FEATHER – Damage or loss | RESPIRATORY |
| FRACTURE | SHELL – Damage or loss |
| HEALTHY | SKIN – Damage or loss |
| IMMATURE | TOXICITY |
| INFECTION | OTHER |
| INJURY – By location or type | UNKNOWN |

180-day Tracking Information

We must obtain prior authorization from the USFWS to retain any bird longer than 180 days.

DISPOSITION, cont.			
			180-Day
Days Held [180+] ^B	Days to Deadline	180-Day Deadline Date	
0	180	4/5/2013	
122	58	12/4/2012	
150	30	11/6/2012	
274	-94	7/5/2012	

The RAVEN digital log will automatically calculate and provide the exact date on which a bird will reach 180 days. This is based on the intake date you enter. The log even has color-coding to help you stay on top of interim dates; e.g., to let you know exactly how long you have already had each avian intake.

The RAVEN Wildlife Rehabilitation Records System

A paper log (optional) to gather data when animals arrive; it corresponds to fields in the digital acquisition log for when you have time to enter your data.

TAB 3. Diagrams of The RAVEN Records System

Tab 3 provides 22 pages of full-color diagrams that provide a visual "walk-through" of each field in the digital acquisition log. This section gives you pictures that support the detailed textual descriptions given in Tab 2.

The last five pages of Tab 2 contain both text and diagrams that explain the RAVEN Excel templates for your rehabilitation and education annual reports to the U. S. Fish and Wildlife Service.

Chapter 24 Quick-reference Order of Information (and order it prints) for your RAVEN Digital Acquisition Log

The log is designed to group categories of information to make your data entry easier and to set the log to print in a manner where each page reflects these groups. This allows you to choose certain parts of your animal records for printing or don't want to print the entire thing. The following diagrams describe how these sections are formatted to print, and they list the data fields found in each log category/printed page.

- Down, then over
- Over, then down



Each animal record spans across twelve pages. Each page will print about 20 rows (i.e. 20 records). This over, then down layout allows you to print approximately 20 complete animal records in those 12 pages. However, you may not want (or need) to print all information for each acquisition; in fact, most people don't. (See Printing Tips/Section 77.)

ACQUISITION INFORMATION (Category 1) prints as Page 1

- Animal Intake (Acquisition) Number*
- Date Found
- Date Acquired
- Animal Group (Amphibian, Bird, protected, domestic, etc.)
- Species Code

*The first column is frozen so that the animal intake number stays on the left of every page as you tab through the log to enter or review your data; this column will also print on each page.

BASELINE ANNUAL REPORT INFORMATION (Category 2) prints as Page 2

- Species Common Name
- Total (received)
- Released
- Transferred
- Pending
- Euthanized
- Died
- DoA
- Unknown

The appropriate disposition from these seven columns will be automatically entered by the log; see next page.

Page 8: DETAILED DISPOSITION INFORMATION, continued

INTAKE NO.	DATE	PERMIT (External) Transfer Information*	DATE OF TRANSFER	PURPOSE OF TRANSFER

A Permitting Group or Individual can be a zoo, a veterinarian, an educational group, another rehabilitator, or other organization that has their own Permits. (see Chapter 19)

NOTE: Section D of the annual report is strictly for Transfers outside of your permit. This is not for a transfer to another subpermit working under your Permit.

DROP-DOWN LIST: There are a variety of accepted purposes for transfer to another permit. (see complete list in Chapter 19)

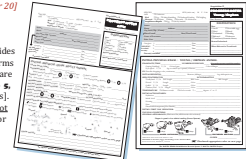
Page 9: DETAILED DISPOSITION INFORMATION, continued

INTAKE NO.	Days Field (180)	Days to Deadline	180-Day Deadline Date	Status of Animal Record	Status of Progress Notes

The annual report requires that you list any bird you have had for 180 (for more) days and that is still in your possession as of 31 December of the report year.

The formulas in the digital log calculate: How many days an animal has already been held (based on the Date Acquired) How many days to the deadline; and the exact date you will reach the 180-day deadline (see Chapter 20)

DROP-DOWN LISTS: Both of these fields are for keeping track of your records; each has a drop-down list. (see complete list in Chapter 20)



The RAVEN Records System provides several types of Progress Notes (forms are included on the CD). All of them are explained in an appendix (see Tab 6, Appendix BR - Rehabilitation Tools). Using them is optional; they are not required under your permit or for annual reporting.

Page 10: RESCUER INFORMATION [Category 5]

Portions of Rescuer Information are needed for annual reporting and other parts fall under the record keeping required by our Standard Conditions. Beyond the regulatory aspects, this section is also useful for a surprising number of situations:

- You can alert the finder when an animal turns out to be rabid (or has plague, etc.);
- It can be used when you may need to involve Law Enforcement (i.e. the person with five captive pit bulls or a lynx);
- When an unusual species is reported and more-detailed information is needed about the exact location where something was found (i.e. the exact tree in the park);
- It tracks those all-important donations from rescuers and to create a contact list for future fundraising.

RESCUER TYPE OR ORGANIZATION	FIRST NAME	LAST NAME	STREET ADDRESS	APT. #/SUITE	CITY	STATE	ZIP CODE

This field provides a method for grouping your rescuers into distinct categories. Enter either first or last name of the agency or organization with whom the rescuer is connected. (see Chapter 21)

NOTE: You will not have to type private individual names every applicable record after the first time. Excel will recognize it each time you start to type it and will fill in the rest of it (unless you have an organization that starts with the same letter(s)); then just keep typing until you get to the first unique letter. This will occur for any repeated name or phrase.

The rescuer's state is required for annual reports (as opposed to needing the state and county where the animal was found). The rescuer's county is also required; that field appears in the next page of the log. (see Chapter 21)

Remember to use consistent terminology in this field so that it will sort into a clean, concise list. The result will be useful for education programs, research grants, and general fundraising because you can evaluate how often Game and Fish, the Park Service, Animal Control or other groups have turned to you for assistance!

When you receive animals directly from any Animal Control officer, it is helpful to get this information particularly if the agency has an open legal case for the animal or if you need more detailed information about the cause of encounter, location found, and so forth.

Page 11: RESCUER INFORMATION, continued

ADDRESS	PHONE NUMBER	E-MAIL	ANIMAL CONTROL

For larger cities, knowing the quadrant of the city in which something was found can be useful to determine hot spot and assist in release decisions; it also can be revealing as to highly-used urban habitats.

An e-mail address is useful for creating digital mailing lists for newsletters and fundraising activities.

TAB 4. RAVEN Research & Analysis

Next you'll find 18 pages that explore some of the analyses you can do with your rehabilitation data. One of the greatest aspects of this system is that all the research and analysis can be done with *the very same data* you had to capture anyway for annual reporting. As a matter of fact, every single example given in Tab 4 is from research projects that used only data gathered with the RAVEN digital acquisition log.

The charts on these three pages from the manual were all done in Microsoft Excel.

Top left: Long-term acquisition data revealing population increases in Columbiformes.

Middle: Number and diversity of species received.

Bottom right: Comparisons of anthropogenic and natural causes of encounter and mortality.

Columbiformes

Discussion

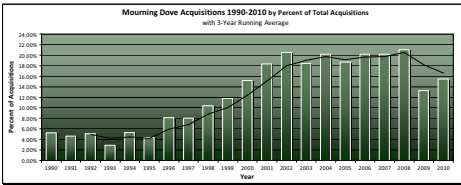


Figure 43. Wildlife Rescue, Inc. of New Mexico Mourning Dove intakes over 21 years (n = 3,399).

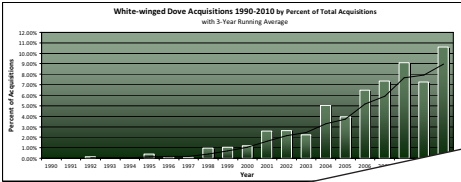


Figure 44. Wildlife Rescue, Inc. of New Mexico White-winged Dove intakes over 21 years (n = 3,399).

U.S. Fish and Wildlife Service: Mourning Dove Breeding Population Status, 2001 (Dolton et al. http://library.fws.gov/Bird_Publications/mourningdove_pop01.pdf) [From 1966-2001] Trends for doves seen were not significant for a period. State trends over 10 [and 36] years... [illustrated in figs. 9, 11] increase in New Mexico. [From 2000-2001] The population increase

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Results from a 2010-2011 RAVEN Pilot Project to Analyze Statewide Rehabilitation Data
(Funded by the State with Wildlife Program; New Mexico Department of Game and Fish)

A two-year Project (FY2010-2011) gathered acquisition data from participating New Mexico permit holders (82% of the state's rehabbers). Data were collected for all species, regardless of legal status. Only intakes of ten or more bird species are represented below; total avian acquisitions for the 2010 calendar year were 3,365. Acquisitions for 2010 also included 612 mammals and 39 herpetofauna.

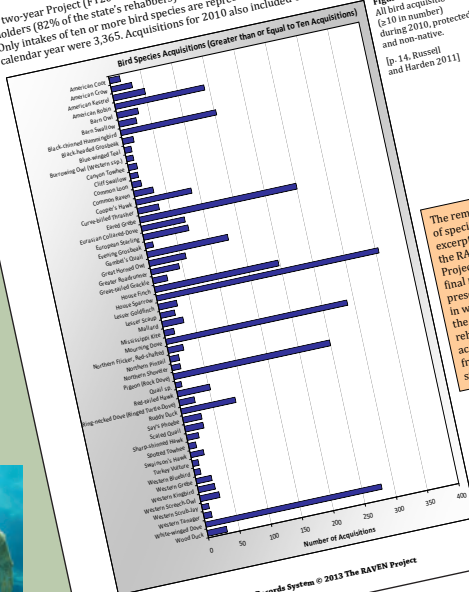
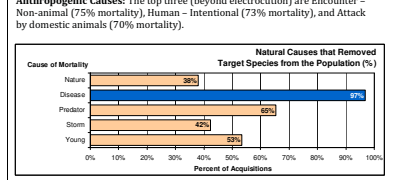
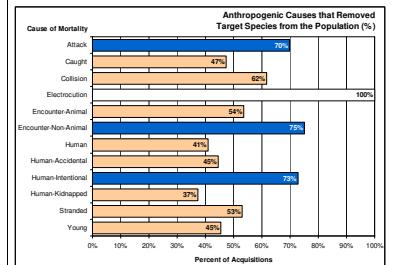
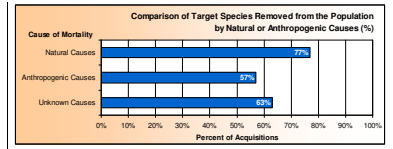


Figure 10. All bird acquisitions (≥10 in number) during 2010, protected and non-protected. [p. 14, Russell and Harden 2011]

The remaining pages of species data are excerpted from both the RAVEN Pilot Project interim and final reports. They present the format in which we gave the results of 2010 rehabilitation acquisition data from across the state of New Mexico.



Natural Causes: The data show a 97% mortality rate for species contracting a disease, followed by predation (66% mortality) and young/immature (63% mortality).

FIGURE 9. Natural causes of mortality for target species (all age groups). [p. 34, Russell and Harden 2009]

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GIS mapping

Geographic Information System (GIS) technology is the ultimate tool for analyzing location data. Should you have access to GIS software, your rehabilitation data can also be used to confirm habitats where certain species are concentrated, explore changes in distribution over time, or determine what areas generate a lot of intakes (or rescuers).

At left: [Top] GIS-based computer modeling was used to determine optimal release sites for Scaled Quail (*Callipepla squamata*) in Bernalillo County, New Mexico, USA.

[Bottom] Locations found were mapped to reveal "hot spots" for Mourning Dove (*Zenaida macroura*) intakes in Albuquerque, NM.

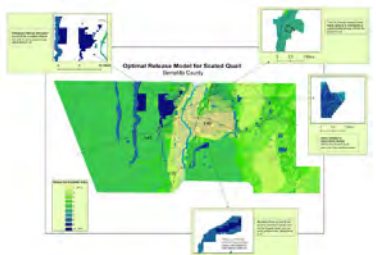


FIGURE 3. GIS-based computer modeling was used to determine optimal release sites for Scaled Quail in Bernalillo County. Interestingly, one location the model identified as a prime release area was deemed unsuitable habitat because it turned out to be a shooting range. This underscores the fact that although computer models can be powerful decision-making tools, they are never perfect.



FIGURE 4. GIS map of the distribution of WRNIM Mourning Dove acquisitions in Albuquerque, New Mexico 2001-2003. Mourning Doves are one of the most common bird species in the city. Mapped locations of where they were found revealed that the largest "hot spot" was in the area of the University of New Mexico campus.

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PROGRESS NOTES **ADULT**

SPECIES _____ SEX (circle one) M F Unk
 AGE: Hatch year Adult Other _____
 Mammal First Year Adult
 Amphibian or Reptile Independent

Source _____ Address _____
 Phone _____ City/State/Zip/County _____
 Date Received _____ Date/Time Found _____
 Cause of Encounter _____
 Prior Care _____
 Caregiver 1: _____ Date _____
 2: _____ Date _____
 3: _____ Date _____
 4: _____ Date _____

DISPOSITION
 Date _____
 DOA Not viable (egg)
 Died Placed
 Institutional Pending
 Released Unknown
 Transferred (to another Permit)
 Reason Euthanized: _____
 Where Released or Transferred: _____

Person(s) consulted _____

INITIAL PHYSICAL EXAM ADULT ANIMAL
 EXAM DATE/TIME _____
 NEUROLOGICAL Alert, active Subdued, aware Passive, unawake
 Wing (foreleg) Extend/Retract? Y/N Y/N Feet (rearleg) Grasp/Retract? Y/N Y/N
 PUPILS Equal? Y/N Reactive? Y/N
 G.L. Stool/Color, Consistency _____ MOUTH Moist Dry Color _____
 RESPIRATION Normal/Quiet Open-mouthed Noisy/Moist Slow Fast
 PALPATE KEEL/MUSCULATURE Near Normal Thin Emaciated
 INITIAL WEIGHT _____ Minimum Energy Cost (BW^{0.75} × K) = _____ Kcal.
 SKIN/FEATHER/FUR _____ ECTOPARASITES? _____
 FEET Lesions? Y/N Y/N TEMPERATURE Warm to touch Cool to touch T = _____ degrees F or C
 UNUSUAL CONDITIONS (infection, copious saliva, sneeze, etc.) _____
 LOCATION OF ALL INJURIES PRESENT Use codes below: (Adapt as needed for Amphibian or Reptile)
 / Laceration X Closed fracture * Open fracture □ Missing parts: Feathers, fur, skin, scales (block-off)
 Air bubble Puncture/penetrating wound Hematoma/Edema Discharge (from mouth, ear, eye, wound)

Ventral R L Dorsal R L
 Ventral R L Dorsal R L
 *Illustrations by Michele Peters, 2000 Checkmark appropriate codes on next page

EXAM NOTES _____

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Appendix B — Rehabilitation Tools

Progress notes, phone logs, and other printable tools

TAB 5. Appendices

There are four Appendices in Tab 5 that encompass 70 pages of information including some non-U.S. laws and regulations, tools and resources to support your rehabilitation activities, and many tips for using the RAVEN Wildlife Rehabilitation Records System and its various applications.

Appendix A — International Law Regarding Wildlife Rehabilitation

Appendix B — Rehabilitation Tools

Appendix C — Rehabilitation Resources

Appendix D — “How To...” Tips

Web Resources—AMPHIBIANS and REPTILES

Web Resources—MAMMALS

Web Resources—BIRDS

North America

AMERICAN ORNITHOLOGISTS' UNION (AOU)

<http://www.aou.org/>

Founded in 1883, the American Ornithologists' Union is the oldest and largest organization in the New World devoted to the scientific study of birds. Although the AOU primarily is a professional organization, its membership of about 4,000 includes many amateurs dedicated to the advancement of ornithological science.

AOU Checklist of North American Birds

<http://www.aou.org/checklist/north/>

The Check-list of North American birds is the official source on the taxonomy of birds found in North and Middle America, including adjacent islands. This list is produced by the North American Classification Committee (NACC), an official committee of the American Ornithologists' Union. The complete print version of *Check-list of North American Birds, 7th edition*, and its supplements are available to download.

CORNELL LAB OF ORNITHOLOGY

<http://www.birds.cornell.edu/>

The Cornell Lab of Ornithology is a world leader in the study, appreciation, and conservation of birds. Our hallmarks are scientific excellence and technological innovation to advance the understanding of nature and to engage people of all ages in learning about birds and protecting the planet.

Cornell "All About Birds" Online Bird Guide

<http://www.allaboutbirds.org/NetCommunity/Page.aspx?pid=1189#>

This site provides various tools for bird identification, including an online Bird Guide that can be searched by taxonomy, name, or shape. "Your guide to birds and bird watching. Recently added: 1,000 new photos of birds, nests, and eggs. Information on 585 species in our *online bird guide*..."

PATUXENT BIRD IDENTIFICATION INFOCENTER

<http://www.mbr-pwrc.usgs.gov/id/iramlst/framlst.html>

This website presents photographs, songs, videos, identification tips, maps, and life history information for North American birds, and is a composite of the efforts of many people who have donated photographs, songs, and other information.

Other Continents

AOU Checklist of South American Birds

<http://www.aou.org>

The Check-list of South American birds is the official source on the taxonomy of birds found in South America. This list is produced by the South American Classification Committee (SACC), an official committee of the American Ornithologists' Union. The species lists of birds for South American countries and territories can be accessed from the main AOU page; under 'Checklists' choose South America.

Recommended Field Guides—AMPHIBIANS and REPTILES

North America

PETERSON
<http://www.houghtonmifflinbooks.com/hmh/site/hmhbooks/bookdetails?isbn=9780618966141>



Other Continents

AMAZON (only)

<http://books.google.com/books?id=7cblccrte-region>

INTERNATIONAL

<http://www.mbr-pwrc.usgs.gov/id/iramlst/framlst.html>

Recommended Field Guides—MAMMALS

PETERSON (North America)

<http://www.houghtonmifflinbooks.com/hmh/site/hmhbooks/bookdetails?isbn=9780618966141>

INTERNATIONAL

<http://www.mbr-pwrc.usgs.gov/id/iramlst/framlst.html>

Recommended Field Guides—BIRDS

PETERSON (North America)

<http://www.houghtonmifflinbooks.com/hmh/site/hmhbooks/bookdetails?isbn=9780618966141>

INTERNATIONAL

<http://www.mbr-pwrc.usgs.gov/id/iramlst/framlst.html>

Recommended Field Guides—BIRDS

North America

SIBLEY'S

<http://www.sibleyguides.com/publications.htm>



The Sibley Guide to Birds



The Sibley Guide to Bird Life and Behavior



The Sibley Field Guide to Birds of Western North America



The Sibley Field Guide to Birds of Eastern North America

PETERSON

<http://www.houghtonmifflinbooks.com/hmh/site/hmhbooks/bookdetails?isbn=9780618966141>

Peterson

Peterson Field Guide to Birds of North America

by Roger Tory Peterson; Lee Allen Peterson (Foreword by)

ISBN-13/EAN: 9780618966141

ISBN-10: 0618966145

Publication Date: Aug. 28, 2008

<http://www.houghtonmifflinbooks.com/hmh/site/hmhbooks/bookdetails?isbn=9780547152462>

Birds

Birds of Eastern and Central North America

by Roger Tory Peterson; Virginia Marie Peterson (Guest Editor)

ISBN-13/EAN: 9780395740477

ISBN-10: 0395740479

Publication Date: Apr. 4, 2002

<http://www.houghtonmifflinbooks.com/hmh/site/hmhbooks/bookdetails?isbn=9780547152707>

Birds

Peterson Field Guide to Western Birds

by Roger Tory Peterson; Virginia Marie Peterson (Guest Editor)

ISBN-13/EAN: 9780395911747

ISBN-10: 0395911745

Publication Date: May 15, 1998

Appendix C — Rehabilitation Resources

Appendix C is 20 pages of rehabilitation- and wildlife-related organizations, web resources, field guides, and selected references for amphibians and reptiles, birds, mammals, and other critters.

Appendix D — “How To...” Tips

The 24 pages found in Appendix D include both text and detailed diagrams to explain:

- HOW TO... WORK IN THE LOG
- HOW TO... UTILIZE THE LOG
- HOW TO... PRINT THE LOG

HOW TO... UTILIZE THE LOG

How to... use the log for reports and analysis

How do I transfer my log data to Section A of the U.S. Rehabilitation annual report?

You will actually be completing all sections for your state report first—and then save and revise it for your federal report.

I need to know how many of each protected bird species I have received and how many of them had which dispositions. How do I use the RAVEN Records System log to summarize my records in this way? The instructions in this section may seem long and, initially, a bit scary. But rest assured, this way is much faster and easier than preparing your annual reports by hand—especially if you have a large dataset.

I. Make a copy of your RAVEN log file (and of the rehabilitation annual report template provided on your RAVEN Records System CD). You can name the new copies “Acquisition Log for Annual Report” and “2013 Annual Report” or something like that. Using a copy is always a good idea when you’re going to do any major sorting, summarizing, or analyzing. This way, if something goes wrong, you won’t lose your original data! Open both of the new copies (your log and your blank report).

II. Sort your RAVEN log records by Animal Group and Common Name.

1. First, you must select **all** of your completed records. To do this,
 - a. LEFT click on cell B8 (which should be the first Intake No. you have in your records) and hold down the mouse button.
 - b. Then drag your mouse straight down column B to the last record (your last Intake No.).
 - c. Continue to hold down the mouse button and drag from there to the right, until you reach the last field in the log (which should be the Total Expense column).
 - d. Let go of the mouse button. If you then scroll left and back to the top, you should see that **all** of your records are highlighted. **IMPORTANT: All records must be selected; otherwise, sorting by specific columns will disconnect the data in those columns from all other related data.**
2. Go to **Data** on the main menu bar (between **Tools** and **Window**). In the drop-down menu, click “Sort.”
3. A small dialog box opens up. Where it says “Sort by” at the top, choose “Column E” (the Animal Group column) from the drop-down menu. Immediately underneath “Sort by” where it says “Then by,” choose “Column G” (the Species Common Name column). Make sure that “Ascending” is checked to the right of both (they will have a green dot in the circle if they are checked) and that “No header row” is also checked. Click “OK” at the bottom of the dialog box.
4. Click anywhere on the sheet (this will unselect all of your records). You will see that all of your species have been separated, first by animal group, and then alphabetically by species common name within each of those animal groups.

Animal Group	Species Code	Species Name	Intake No.	Date Received	Total Expense
Procellariiformes	AKC	American Crow	13-0001	11/11/13	150
Procellariiformes	AKC	American Crow	13-0002	11/11/13	150
Procellariiformes	AKC	American Crow	13-0003	11/11/13	150
Procellariiformes	AKC	American Crow	13-0004	11/11/13	150
Procellariiformes	AKC	American Crow	13-0005	11/11/13	150
Procellariiformes	AKC	American Crow	13-0006	11/11/13	150
Procellariiformes	AKC	American Crow	13-0007	11/11/13	150
Procellariiformes	AKC	American Crow	13-0008	11/11/13	150
Procellariiformes	AKC	American Crow	13-0009	11/11/13	150
Procellariiformes	AKC	American Crow	13-0010	11/11/13	150
Procellariiformes	AKC	American Crow	13-0011	11/11/13	150
Procellariiformes	AKC	American Crow	13-0012	11/11/13	150
Procellariiformes	AKC	American Crow	13-0013	11/11/13	150
Procellariiformes	AKC	American Crow	13-0014	11/11/13	150
Procellariiformes	AKC	American Crow	13-0015	11/11/13	150
Procellariiformes	AKC	American Crow	13-0016	11/11/13	150
Procellariiformes	AKC	American Crow	13-0017	11/11/13	150
Procellariiformes	AKC	American Crow	13-0018	11/11/13	150
Procellariiformes	AKC	American Crow	13-0019	11/11/13	150
Procellariiformes	AKC	American Crow	13-0020	11/11/13	150

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HOW TO... WORK IN THE LOG

How to... populate the intake number field

How do I put in my own intake numbers?

I absolutely DO NOT want to have to type the full intake number for each record. Is there an easy way to populate the whole field at once? YES! You only need to type one full intake number (for your first record) and then use that to populate the whole column. Here's how:

1. The first 7 rows are used for headings, etc., so row 8 will be the first intake record. Because column A is not used at all, B is your first column and cell B8 is for the first intake number. Click in this cell, type "WRIC-13-0001." You may want to refer back to **Tab 2** (Chapter 6, page 22) for suggestions on how to format intake numbers.
2. Click on the cell again and with your mouse, hover over the bottom right corner of the cell until you see your mouse arrow change to this symbol LEFT click and hold down the mouse. You will see a small text box that will appear below and to the right of your plus-sign symbol (see DURING diagram below). If you let go of the mouse button at the cell you just added (see AFTER diagram below).
3. Drag the mouse down column B and watch the small text box that will appear below and to the right of your plus-sign symbol (see DURING diagram below). If you let go of the mouse button at the cell you're on, the value that will be assigned will be the one shown in this small text box (below arrow in DURING diagram below).
4. Continue to hold down the mouse and drag your mouse down until you see this small text box show you the last intake number you want. Then let go of the mouse; all added numbers will show as you just added (see AFTER diagram below).

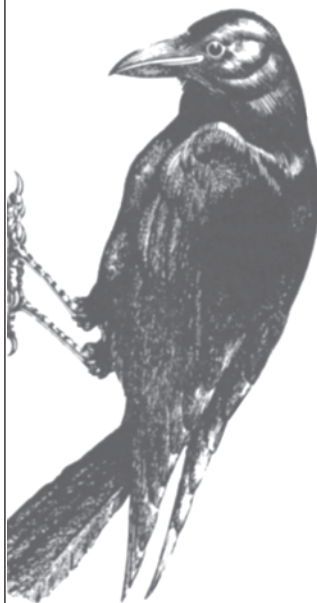
DURING:

AFTER:

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TAB 6. Literature Cited and Index



You may want to locate the many documents referenced throughout the User Manual, so we provide a complete bibliography. (Some documents are included on the RAVEN Records System CD)

Lastly (you guessed it), there is an exhaustive Index to direct you to each discussion about any topic.

— F —	
Form(s)	Documents are on RAVEN System CD
3-202-4 rehabilitation annual report	1, 13, 14, 15, 16, 51, 80, 82, 166, 176
see also Annual Reports, U.S. Rehabilitation	
3-202-5 education annual report	83, 84, 176
see also Annual Reports, U.S. Education	
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progress notes	60, 65, 75, 115, 117, 118, 119, 120, 121
RAVEN annual report template	4, 48, 80, 82, 83, 84, 149, 150, 159, 163, 166, 168
Fund-raising	4, 21, 23, 31, 32, 61, 62, 71, 76, 77, 130
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The contents of your RAVEN Records System CD...

The RAVEN Records System CD contains the full-color User Manual, including the front cover and tab dividers, as well as the specially designed Excel acquisition logs (print and digital) and other tools useful for rehabilitation. Below is the complete list of folders and documents.



1_RAVEN_User_Manual

RAVEN_v2_Front_Cover.pdf	1,341 KB
RAVEN_v2_Tab_Dividers.pdf*	1,705 KB
RAVEN_v2_Wildlife_Rehabilitation_Records_System.pdf	357 KB



2_RAVEN_Records_System

RAVEN_Template_USFWS_Digital_Annual_Report_EDUC.xls	163 KB
RAVEN_Template_USFWS_Digital_Annual_Report_REHAB.xls	234 KB
RAVEN_v2_DIGITAL_Rehabilitation_Acquisition_Log.xls	3,548 KB
RAVEN_v2_PRINT_Rehabilitation_Acquisition_Log.xls	21 KB



3_RESOURCES



A_REHABILITATION_TOOLS

RAVEN_Museum_Toe_Tags.pdf	25 KB
RAVEN_Phone_Log.pdf	17 KB
RAVEN_Progress_Notes_Adult.pdf	118 KB
RAVEN_Progress_Notes_Daily_Records.pdf	40 KB
RAVEN_Progress_Notes_Minimal_Care.pdf	50 KB
RAVEN_Progress_Notes_Young-Orphan.pdf	137 KB



B_UNITED_STATES_REGULATIONS_and_FORMS



LAWS_ACTS_ORDERS

16_USC_703-712_MBTA_1918_Synopsis.pdf	25 KB
16_USC_1531_Endangered_Species_Act_1973.pdf	268 KB
16_USC_3371_Lacey_Act_Synopsis.pdf	16 KB
50_CFR_13_General_Permit_Procedures.pdf	98 KB
50_CFR_21.27_Special_Purpose_Permits.pdf	16 KB
50_CFR_21.31_Rehabilitation_Permit.pdf	67 KB
66_FR_63349_2001_Rehab_Permits.pdf	55 KB
68_FR_61123_Rehab_Permits_Oct_27_2003.pdf	111 KB
EO_13186_Protection_Migratory_Birds_2001.pdf	39 KB
USFWS_2000_Region_2_Empty_Nest_Policy.pdf	22 KB



PERMIT_DOCUMENTS

USFWS_21.27_SPPS-DEAD_Standard_Conditions.pdf	17 KB
USFWS_21.27_SPPS-LIVE_Standard_Conditions.pdf	19 KB
USFWS_21.31_REHAB_Standard_Conditions.pdf	24 KB
USFWS_LIVE_Education_3-200-10c_Application.pdf	447 KB
USFWS_Rehabilitation_3-200-10b_Application.pdf	454 KB



USFWS_REPORT_FORMS

USFWS_Education_Annual_Report_3-202-5.pdf	205 KB
USFWS_Rehabilitation_Annual_Report_3-202-4.pdf	961KB

**Ask your printer or copy center to use pre-cut, 5-bank tabs*

continued...

 **3_ RESOURCES, continued**

 C_INTERNATIONAL_LEGISLATION_and_REGULATIONS

CITES_1973.pdf	75 KB
ECUADOR_LIBRO_IV_de_la_Biodiversidad.pdf	58 KB
ECUADOR_Executive_Decree_Legislation_Flora_Fauna.pdf	59 KB
PERU_Ley_Forestal_y_de_Fauna_Silvestre.pdf	94 KB
PERU_Reglamento_Centro_de_Rescate_en_Peru.pdf	47 KB
UK_Protection_Birds_Act_1954.pdf	515 KB

 D_SELECTED_REFERENCES

Cooper_2002_International_Regulations.pdf	537 KB
Dolton_2001_mourningdove_pop01.pdf	3,681 KB
Harden_2002_Anthropogenic_Causes_Avian_Mortality.pdf	167 KB
Harden_et_al_2006_Value_Rehabilitation_Data.pdf	424 KB
Harden_Russell_2012_Using_New_Annual_Report_Forms.pdf	3,331 KB
Miller_2000_Minimum_Standards_WR.pdf	236 KB
Russell_Harden_2009_19-years_Rehabilitation_Data.pdf	1,963 KB
Russell_Harden_2010_RAVEN_Pilot_Project.pdf	13,680 KB
Russell_Harden_FY2011_Statewide_Data.pdf	2,226 KB
USFWS_2004_Blueprint_Future_Migratory_Birds_Plan_2004-2014.pdf	7,097 KB

The RAVEN Wildlife Rehabilitation Records System, v2

The RAVEN Records System is available for US \$70.00 through the online store of the International Wildlife Rehabilitation Council (IWRC), who receive a percentage to support their work. You do not need to be an IWRC member to access the store:

<http://theiwrc.org/online-store/literature>

Direct orders are also available at the same cost.

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Janelle E. Harden • (505) 256-7607 • jharden@nmia.com

“ Hey Guys.
Just finished using RAVEN to do my annual reports for the third year running and wanted to thank you again for all the hard work that went into developing this system. I remember the old days of following an animal with a paper track forever and then trying to collate it all at the end of the year, and shudder to think of how much time I spent. ”
Thank you – thank you – thank you.

Lisa Rhodin
Wildlife Center of Montana
at Montana Wild
Helena, Montana

(from an e-mail 25 January 2013)