GARDEN WILDLIFE HEALTH REGISTRATION GUIDE

This registration guide provides detailed instructions on how to register on the Garden Wildlife Health website. The Garden Wildlife Health project website is located at http://www.gardenwildlifehealth.org. Registration and reporting is free and should take less than 15 minutes. To report a disease incident, users need to follow three steps:

**Step A: Register an account**

**Step B: Record the site where the sick or dead animal was seen**

**Step C: Report the disease incident**

Please follow the step-by-step instructions on how to register on our website and report a disease incident. If you have a query about any of the information in this guide, please get in contact at gwh@zsl.org or call us on 0207 449 6685.
STEP A: REGISTER AN ACCOUNT

i. Have you reported on the Garden Wildlife Health project website before?
   - Yes → Please login using website OPTION 2 and proceed to STEP B
   - No → Please go to (ii)
   - Unsure → If you cannot remember the email you registered with, select the EMAIL OUR WEB SUPPORT option
     → If the website recognises your email and you cannot remember your password, select the FORGOTTEN PASSWORD option and proceed to (iv)

ii. Have you registered with BTO Online Surveys before (e.g. GBW or BirdTrack)?
   - No → Please go to OPTION 1a and proceed to (iii)
   - Yes → Login with website OPTION 1b and proceed to (iv)
   - Unsure → If you cannot remember the email you registered with, select the EMAIL OUR WEB SUPPORT option
     → If the website recognises your email and you cannot remember your password, select the FORGOTTEN PASSWORD option and proceed to (iv)

iii. If you have not registered with BTO Online Surveys before you will need to register a new account
    Once registered → Please proceed to (iv)
iv. Once you have registered with BTO Online Surveys you need to select the Garden Wildlife Health banner. Do this by clicking on the button at the right hand end of the banner labelled ‘GO’ or ‘SETUP’.


v. Terms and conditions for the Garden Wildlife Health project must be accepted (tick the box) to register on the site. When completed, please proceed to **STEP B**.
STEP B: RECORD A SITE

Once registered with Garden Wildlife Health, you will be asked to record a site where a disease incident occurred. This site may be your garden or elsewhere. Once the site has been recorded and is in our database, you can add disease incidents to the site whenever you see sick or dead garden wildlife.

i. Click on the GREEN + ICON or on the word HERE to record a site.

ii. Is the site in your garden?
   Yes → Please proceed to (v)
   No → Please proceed to (iii)

iii. Do you know the postcode or grid reference of the site if it is external to your garden (i.e. local park, countryside, allotments)?
   Yes → Please proceed to (v)
   No → Please proceed to (iv)
vi. If the postcode or grid reference of the site is not known, the map can be used to locate the site by zooming into the area. When the area has been zoomed into, the nearest grid reference for that area will be visible in **RED AT THE BOTTOM LEFT OF THE SCREEN**. This grid reference can then be entered into the boxes labelled ‘Letters’ and ‘Digits’. Alternatively, hold down the ‘shift’ key and click the left mouse button while the cursor is over your site and the grid reference will be filled in automatically.

![Map with grid reference highlighted]

vii. Once the postcode or grid reference has been entered, the site should be named for your reference. The details of the site such as type, age and size may then be logged. For assistance in understanding how to log the details of your site, please refer to the help boxes aside each category. The garden details for non-garden sites are still required answered. For instance, a farmland field would be rural, greater than 50 years old and large. When completed proceed to Step 6.
viii. Does your disease incident involve amphibians seen in a pond?

Yes → Please select **ADD** under the **PONDS** column on the listed site

No → Please proceed to **STEP C**

ix. The details of the pond may then be logged. For assistance in understanding how to log the details of your pond, please refer to the green help boxes aside each category. When completed proceed to **STEP C**.
STEP C: REPORT A DISEASE INCIDENT (DIR)

Once a site has been registered, you will have the option to add a disease incident report (DIR) to the site whenever you see sick or dead garden wildlife. This incident will be recorded on our website and adds to our data on disease in garden wildlife in Great Britain. If a carcass is found it can be offered for examination through the DIR. The postage cost is covered by GWH.

i. Please select ADD under the DISEASE INCIDENTS column on the listed site

ii. Record when you FIRST observed the animal either sick or dead if you only found the carcass.

iii. Select the species of the animal observed to the best of your knowledge. Then select how many were seen sick and how many were seen dead i.e. if one dead bird was found the count for number seen sick would be 0 and number seen dead would be 1.

iv. If the animal is found dead and the carcass appears relatively fresh, please tick the box next to ‘freshly dead’. Where convenient, we request that freshly dead carcasses be offered to us for post-mortem examination to help us determine the cause of death. Freshly dead carcasses are normally intact and lack a strong odour or fly activity.
v. If you are able to spare the time to submit a carcass to us, please tick the box next to ‘Willing to submit for post-mortem exam’. Following this, one of our vets will assess whether to request the body depending on the details of the report and respond within 72 hours (normally much sooner).

If a carcass is requested, you will be emailed detailed packaging instructions on how to submit the carcass. In order to follow the regulations, submission must be requested by a veterinary surgeon on a case-by-case basis. Even if you have submitted a carcass in the past, be sure to fill out a new DIR for each incident. Whether submitting a carcass or disposing of it, follow the health and safety guidelines available here. We have a separate account registered with the Royal Mail so submission of this carcass is completely free of charge. Never send a carcass unsolicited. Doing so violates the Royal Mail terms and conditions and may jeopardise the future of the Garden Wildlife Health project.

vi. Select which symptoms you observed in the animal to the best of your knowledge.

vii. Please state any additional comments (e.g. sick domestic animals or family members, changes to feeding station hygiene regimes etc.) that may be useful and attach any digital photographs that you may have.

viii. To report an incident of sick or dead wildlife at the same site in another species, you will need to complete another DIR by following the guide from the start of STEP C. To report an incident at a different site, follow the guide from STEP B.

ix. To provide an update on a disease incident, please complete another disease incident report by following the guide from STEP C.

Thank you for participating in Garden Wildlife Health

Reports of garden wildlife disease or mortality are very important to inform our understanding of wildlife health in Great Britain. Reports from vigilant members of the public are often the only sources of information available. Gardens are habitats of increasing importance to wildlife and are often visited by a large number of species. Sometimes they are also the only places where we can catch a glimpse of their lives. By submitting a Disease Incident Report (DIR) you’re contributing directly to a better understanding of the ailments affecting wildlife in Britain.

Disease in wildlife has been shown to cause population declines and even extinctions at a species level and can be a welfare concern. It is important that we monitor trends in disease to identify emerging threats.

Every report submitted contributes to a national database of wildlife disease. Samples from every specimen submitted are archived at the Zoological Society of London in one of the largest wildlife tissue banks in the world. These are invaluable resources to study and safeguard the health of British wildlife. We also create reports that inform government policy and liaise with the relevant agencies when a domestic animal or human health threat is identified. If you are interested in our findings to date, check out the History section or look through our list of Publications.