

SERVICE ANIMAL ACCESS POLICY ON CAMPUS

Background

In compliance with the Americans with Disabilities Act (ADA), public institutions are required to allow the use of Service Animals for students, staff, and visitors to achieve access to programs, activities, and services. Service Animals are animals specifically trained to assist people with disability in the activities of normal living. The ADA, as amended in 2008, defines a Service Animal as *“any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability including a physical, sensory, psychiatric, intellectual, or other mental disability”*. Other species of animals, whether wild or domestic, trained or untrained, are not Service Animals for the purposes of this definition. The task performed by a Service Animal must be directly related to the partner’s disability.

Students who seek to bring a Service Animal to campus must first contact Student Accessibility and Disability Services via email at (AccessDisabilityServ@edgewood.edu). Disability Services will determine, on a case-by-case basis, and in collaboration with other offices on campus to approve a student’s request for a Service Animal. In making this determination, Student Accessibility and Disability Services will consider the needs of the student, as well as the impact of the animal on the campus community. The animal must NOT be in residence prior to approval by Disability Services. The approval of a request is animal-specific and is not transferable to another animal. Students seeking to have a Service Animal in undergraduate housing must also submit a request for review each academic year.

State and Local Policy on Animals

All City of Madison residents owning a dog or cat that is 5 months of age or older must have their pet licensed. The license year is January 1 through December 31. To apply for a license owners must provide proof of current rabies vaccination, proof of spaying or neutering if applicable. The annual license fee for spayed or neutered is \$15.00 and \$20.00 for unsprayed or unaltered dog. Dog and cat licenses are subject to a \$5 late fee in addition to the regular license fee if purchased on or after April 1 of the current license year. For more information go to <https://www.cityofmadison.com/treasurer/licensing/pet.cfm>.

Using a Service Animal in Residence Halls and on Campus

Because Edgewood College is committed to providing appropriate access to all members of the College community, Disability Services has written the Service Animal Policy to create a welcoming atmosphere for students, faculty, and staff. In accordance with the ADA Amendment Act and the Fair Housing Act and Section

504 of the Rehabilitation Act of 1973, Service Animals are defined as animals that are individually trained to perform tasks for individuals with disabilities. Different types of Service Animals are as follows:

- **Service Dog:** A dog trained to assist a person with mobility or health impairment. The types of duties the dog may perform include: carrying, retrieving, opening doors, ringing doorbells, activating elevator buttons, steadying a person while walking, helping a person up after the person falls, etc. Service Dogs are sometimes referred to as Assistance Dogs.
- **Guide Dog:** A dog trained to serve as a travel tool/assistant for persons who are blind or have severe visual impairments.
- **Hearing Dog:** Hearing Dogs are trained to alert people who are deaf or have impaired hearing with sounds (e.g., someone knocking at a door).
- **Seizure Response Dog:** How the dog may serve the Partner depends on his/her needs. The dog may stand guard over the Partner during a seizure, or the dog may go for help. Some dogs have learned to predict seizures and warn the Partner in advance.

Partner's Responsibilities and Management of Service Animals

A person with a disability using a Service Animal is called a Partner. A person without a disability with a Service Animal is called a Handler. The partner is responsible for the care and supervision of a Service Animal. The Service Animal must be under the control of the partner at all times and must have a leash or other tether.

- The Service Animal must be vaccinated and licensed as required by state law and/or local law
- Service Animals must be accompanied by the partner
- The partner must remain in close proximity to the Service Animal
- The Service Animal must be restrained on a leash at all times
- The Service Animal should be responsive to voice commands at all times, and be under the full control of the Partner
- To the extent possible, the Service Animal should be unobtrusive to other students and the College environment

Basic Etiquette Rules When Around Service Animals and Their Partners or Handlers

Service Animals are allowed to accompany their partners at all times and in all places on campus except where Service Animals may pose a safety risk. Faculty, staff, and students are encouraged to adhere to the following practices:

- Refrain from petting, feeding, or deliberately startling a Service Animal. Doing so may interfere with a Service Animal's ability to perform its duties
- Resist the temptation to offer treats to Service Animals
- Always speak to the partner first and do not separate a partner from his or her Service Animal because the animal is working and not a pet
- Do not initiate conversations about the partner's disability because the nature of a person's disability is a private matter
- Offer assistance to a partner especially if the partner and the Service Animal seem confused about a direction to turn
- Immediately report any disruptive behavior of a Service Animal to Campus Safety and Security (608-663-3285)
- Questions regarding Service Animals or their partners should be directed to the Director of Student Accessibility and Disability Services Office via email (AccessDisabilityServ@edgewood.edu)

Removal of Service Animals from College-Owned Housing Units

Under certain circumstances, Service Animals can be removed from College property if Service Animal:

- Is physically ill
- Becomes aggressive (e.g. running around without a leash, growling or biting others) and poses a direct threat to the health or safety of others
- Makes excessive noise in a residence hall or in a classroom and disrupts other residents
- Is unreasonably unclean or unkempt
- Is not housebroken (i.e. trained to urinate or defecate in a designated or special area)

Resolving Conflicting Disabilities Concerns

Allergies and fear of dogs are not legitimate reasons for denying access to people using Service Animals. People with medical conditions (respiratory disease, asthma) that are affected by dogs should contact Disability Services if they have a health or safety related concern about exposure to a Service Animal. The individual will be asked to provide medical documentation that identifies the condition(s), and will allow determination to be made as to whether the condition is disabling and whether

there is a need for an accommodation. For example, when a person who is allergic to dog dander and a person who uses a Service Animal must spend time in the same room, they both should be accommodated by assigning them, if possible, to different locations within the room or different rooms in the facility.

Areas Off Limits to Service Animals

Edgewood College may prohibit the use of Service Animals in certain locations due to health and safety restrictions. Such restricted locations include, but are not limited to, food preparation areas, certain research laboratories, classrooms with demonstration/research animals, areas where protective clothing is necessary, and areas where the Service Animal's presence may constitute a danger or a fundamental alteration of a program or activity conducted in the area. Access to restricted areas may be granted on a case-by-case basis by contacting the appropriate department and/or laboratory representative and Disability Services.

Emergency Situations

To acquaint and remind students of proper evacuation procedures, Edgewood College conducts fire drills each semester. Residence Life staff will notify students with Service Animals in advance to prepare animals and owners for the drill. In the event of an emergency, the Emergency Response Team (ERT) that responds should be trained to recognize Service Animals and to be aware that the animals may be trying to communicate the need for help. A Service Animal may become disoriented from the smell of smoke in a fire or laboratory emergency, from sirens or wind noise, or from shaking and moving ground. The partner and/or dog may be confused from the stressful situation so the Response Team should be aware that a Service Animal is trying to be protective and, in its confusion, is not to be considered harmful. The Team should make every effort to keep the Service Animal with its partner. However, the Team's first effort should be toward the partner, this may necessitate leaving a Service Animal behind in certain emergency evacuations situations.