Procedures for Animals and Service Animals on Campus Policy (ADM-0105)

I. ANIMALS ON CAMPUS

Animals are allowed in outdoor areas of campus only when on leashes and accompanied by their owners. Dogs, cats, and other pets found in violation of this regulation may be impounded by appropriate animal shelter officials.

No animals are allowed in campus buildings except:

1. Service animals as defined under state and federal laws.
2. Animals being used for official University instructional purposes that have been approved by the University Animal Care and Use Committee.
3. Approved support animals may be present in Housing and Residential Life.

II. SERVICE ANIMALS ON CAMPUS

Requests for service animals as reasonable accommodations are handled through Services for Students With Disabilities (for students) and the Office for Equal Opportunity (for employees). Individuals wishing to have a support animal reside in residential hall rooms must complete appropriate forms and seek approval through the Office for Housing and Residential Life. Individuals who wish to have a service animal reside in residential hall rooms must notify the Office for Housing and Residential Life in advance. Specific processes for approval or notification can be obtained by contacting Housing and Residential Life.

A service animal is any dog (and under some circumstances a miniature horse) 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. The work or tasks performed by a service animal must be directly related to the handler’s disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. For purposes of this policy, service animals in training are permitted in the same areas as working service animals.

Service Animal as Reasonable Accommodation

The assistance of a service animal is one form of a reasonable accommodation for students and employees designed to facilitate access to academic programs and employment opportunities, respectively. Where the disability and function of the animal is not obvious, the University may ask (1) if the animal is required because of a disability and (2) what work or task the animal has been trained to perform. (28CFR 35.104 and 136; Code of Federal Regulations: Nondiscrimination On the Basis of Disability in State and Local Government Services [URL] The University will not, however, inquire into the nature of the disability. Students and employees may voluntarily register such service animals with SSWD and/or the Office for Equal Opportunity. Students who want to have a service animal live with...
them in residential hall rooms must notify Housing and Residential Life in advance so that appropriate arrangements and/or any issues relating to roommates who may have allergies or other needs that need to be accommodated can be timely addressed.

III. SUPPORT ANIMALS IN HOUSING AND RESIDENTIAL LIFE

Specific Role of Support Animals in Housing and Residential Life

Support animals are not considered a reasonable accommodation under the ADA and/or state law unless they otherwise qualify as a psychiatric service animal. However, pursuant to the federal Fair Housing Act and state law students and employees may request that a support animal reside with them in Housing and Residential life. Support animals, unlike service animals, generally may not accompany a person with disabilities to all public areas on campus. It may reside in Housing and Residential Life and accompany the individual in all public or common use areas of Housing and Residential Life when it may be necessary to afford the person with a disability an equal opportunity to use and enjoy University Housing. These common areas include: recreational and study rooms, and outside housing complex grounds. They do not include community bathrooms, other resident’s living area (unless permission granted by resident) or community kitchen areas in the residence halls. Because support animals are not considered service animals under the ADA, they need not be trained to perform work or tasks and include species other than dogs and miniature horses.

Required Documentation

Students and employees seeking approval for a support animal in Housing and Residential Life must obtain documentation from a licensed physician or mental health provider, including without limitation a qualified psychiatrist, social worker, or other mental health profession to provide information for the University to determine whether:

a. The individual qualifies as a person with a disability (i.e., has a physical or mental impairment that limits one or more major life activity); and
b. The support animal is necessary to afford the person with a disability the equal opportunity to use and enjoy Housing and Residential Life (i.e., that the animal would provide emotional support or other assistance or would ameliorate one or more symptoms or effects of the disability).

IV. SPECIFIC RESPONSIBILITIES OF SERVICE AND SUPPORT ANIMAL HANDLERS

The handler must be in full control of the animal at all times. The care and supervision of the animal is solely the responsibility of the handler. An animal shall be under the handler's control using a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with a service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control (e.g., voice control, signals, or other effective means). Handlers are responsible for knowing Sacramento City and County codes which require immunization and licensing. Current requirements are available at Sacramento County Code, Title 8, Animals, Chapter 8.20; City of Sacramento www.cityofsacramento.org/generalservices/animal-care.
The handler must immediately remove and properly dispose of fecal matter. If the individual is personally unable to perform the task due to the disability, it is his/her responsibility to arrange for removal and disposal. The handler must maintain appropriate hygiene and cleanliness of a service animal to control odor, shedding, and fleas.

The handler of an animal or a service animal in training is expected to ensure that the animal shows appropriate behavior, including full socialization, good temperament, no barking or disruptive noises or behavior.

Legal grounds for removal of animals exist if: 1) a handler fails to maintain effective control; or 2) an animal is not house broken. An animal may be requested to leave a facility or program if the animal's behavior or presence poses a direct threat to the health or safety of others, is unruly or disruptive, or hygiene/cleanliness standards are not followed. Animals may be excluded in areas where the presence of a service animal fundamentally alters the nature of a program or activity or is disruptive or unsafe. Examples may include certain research labs, non-residential food preparation areas, mechanical, utility, or custodial closets, areas with moving machinery or floors with sharp objects or extreme temperatures.

In case of emergency, emergency response teams will make every effort to keep the animal with its handler. However, it may be necessary to leave an animal behind in certain emergency evacuation situations as determined by emergency personnel.