



POLICY AND PROCEDURE

Title:	Service Animal Policy
Policy No.:	6.2
Department:	Student Services
Contact:	Director of Disability Support and Related Resources

Policy

Nevada System of Higher Education (NSHE) and Great Basin College (GBC) are committed to reasonably accommodating individuals with disabilities who require the assistance of service animals. However, NSHE/GBC is also mindful of the health and safety concerns of the campus community. Thus GBC strives to balance the need of the individual with the disability with the potential impact of the service animal on others within the campus community.

Service animals are trained to assist people with disabilities in the activities of normal living. If an animal meets the definition of a service animal (see below), it is considered a service animal regardless of whether it has been licensed or certified by a state or local government or a training program.

The ADA and Great Basin College, policy allows service animals to accompanying persons with disabilities while on the Great Basin College campus. A service animal must be permitted to accompany a person with a disability to nearly all locations on campus.

This policy differentiates "service animals" from "emotional support animals" and "pets." Additionally, this policy denotes campus locations that are off-limits to service animals, and sets behavioral guidelines for service animals.

Procedures

1.0 Service Animal Terminology

Partner/handler: A person with a service animal.

Pet: A domestic animal kept for pleasure or companionship. Pets are not permitted in college facilities.

Service Animal: A “service animal” is a dog trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, medical, psychiatric, intellectual, or other mental disability and meets the definition of “service animal” under the Americans with Disabilities Act (“ADA”) regulations at 28 CFR 35.104. Under particular circumstances set forth in the ADA regulations at 28 CFR 35.136(i), a miniature horse may qualify as service animal. The work or tasks performed must be directly related to the individual’s disability. Dogs whose sole function is to provide comfort or emotional support do **not** qualify as service animals under the ADA. If there is a question about whether an animal is a service animal, The Director of Disability Support and Related Resources (775-753-2271 or Julie.byrnnes@gbcnv.edu) should be contacted for clarification.

Therapy/Companion Animal: An animal with good temperament and disposition, and who has reliable, predictable behavior, selected to visit people with disabilities or people who are experiencing the frailties of aging as a therapy tool. The animal may be incorporated as an integral part of a treatment process. A therapy/companion animal does not assist an individual with a disability in the activities of daily living. The therapy/companion animal does not accompany a person with a disability all the time, unlike a service animal that is almost always with its partner. *Thus, a therapy/companion animal is not covered by laws protecting service animals and governing their activities.*

Emotional Support Animal: An emotional support animal is an animal that is necessary to afford a person with a disability an equal opportunity to enjoy a dwelling unit and is permitted only in dwelling units after approval by the Director of Disability Support and Related Resources.

Trainee: A dog undergoing training to become a service animal. A trainee will be housebroken and fully socialized. To be fully socialized means the animal will not, except under rare occasions, bark, yip, growl or make disruptive noises; will have a good temperament and disposition; and will not be aggressive. A trainee will be under control of the handler, who may or may not have a disability. If the trainee begins to show improper behavior, the handler will act immediately to correct the animal or will remove the animal from the premises. To request permission to bring a trainee on to the GBC campus or in to the student housing program, the request should be made to the DRC. The Handler should follow the same process as outlined in this GBC Service Animal Policy.

Service Animal Residing in GBC Student Housing facility: Students wishing to have a service animal reside with them in student housing may apply to the GBC Disability Resource Center.

2.0 Requirements of Faculty, Staff, General Campus Students

1. Allow a service animal to accompany the partner at all times and everywhere on campus except where service animals are prohibited (explained below).
2. Do not pet a service animal; petting a service animal when the animal is working distracts the animal from the task at hand.
3. Do not feed a service animal.
4. Do not deliberately startle a service animal.
5. Do not separate or attempt to separate a partner from his or her service animal.
6. Do not ask the partner/handler to have the service animal demonstrate its services.

7. Do not ask for certification or proof of training as a service animal.
8. Please suggest the partner/handler of a service animal meet with the GBC Director of Disability Support and Related Resources, if they have not already done so. The partner/handler and service animal are allowed be on campus and enter campus facilities even though they have not yet met with the Director of Disability Support and Related Resources.

Concerns: If a faculty member is concerned about the presence or behavior of a service animal on campus, he/she should contact the Disability Resource Center or the GBC Security Office to discuss the issue. Any behavior of concern by the partner/handler and/or the service animal should be carefully documented.

3.0 Requirements of Service Animals and Their Partners/Handlers

1. The partner/Handler and service animal should meet with the Director of Disability Support and Related Resources prior to the first day of class. Please call or email (775-753-2271 or Julie.byernes@gbcnv.edu) for an appointment. It is recommended the partner/handler bring vaccination records, city licensing verification, and the service animal to the appointment.
2. Licensing and Vaccination: The animal must be licensed and immunized in accordance with the laws, regulations, and ordinances of the City/County of enrollment, and the State of Nevada.
3. Health: The animal must be in good health. Service animals that are ill should not be taken into public areas. A partner/handler with an ill animal may be asked to remove the service animal from college facilities until it is well.
4. Leash: The animal must be on a leash or otherwise under the full control of the partner/handler at all times. The care and supervision of the service animal is solely the responsibility of its partner/handler.
5. Partners/handlers are required to ensure their service animal is house broken. In the event of an isolated incident, of a service animal failing to control its bodily eliminations due to illness or accident, the partner/handler is responsible for immediately and properly cleaning up and disposing of any bodily fluids or solid waste. If due to the partner/handlers disability, he/she has made arrangements with the Disability Resource Center for clean-up assistance, the partner/handler must immediately follow outlined steps for requesting clean-up.
6. Clean-up: The partner must immediately clean up after the animal defecates. The feces must be disposed of properly by being placed in a plastic bag and put in an outdoor waste receptacle. Partners/handlers are required to have in their possession, at all times when accompanied by their service animal, appropriate and sufficient cleaning materials and disposal bags. Individuals with disabilities who physically cannot clean up after their own service animal are required to notify the Disability Resource Center so that other arrangements can be made.

4.0 When a Service Animal Can Be Asked to Leave

Disruption: the partner, of an animal that is unruly or disruptive (e.g., barking, running around, bringing attention to itself), may be asked to remove the animal from college facilities. If the improper behavior happens repeatedly, the partner may be told not to bring the animal into any college facility until the partner takes significant steps to mitigate the behavior. Mitigation can include muzzling a barking animal or refresher training for both the animal and the partner.

Cleanliness: partners with animals that are unclean, noisome and or bedraggled may be asked to leave college facilities. An animal that becomes wet from walking in the rain or mud or from being splashed on by a passing automobile, but is otherwise clean, should be considered a clean animal. Animals that shed in the spring sometimes look bedraggled. If the animal in question is usually well groomed, consider the animal tidy even though its spring coat is uneven and messy appearing or it has become wet from weather or weather related incidents.

5.0 Areas Off Limits to Service Animals

Science Laboratory areas or classrooms where chemicals and/or organisms are used in research or to teach science subjects: the natural organisms carried by dogs and other animals may negatively affect the outcome of the laboratory experiments. Additionally, chemicals and/or organisms used in these science laboratories may be harmful to service animals.

Areas where there is a danger to the service animal: any room, including a classroom, where there are sharp metal cuttings or other sharp objects on the floor or protruding from a surface; where there is hot material on the floor; where there is a high level of dust; or where there is moving machinery is off-limits to service animals**. (e.g., mechanical rooms, custodial closets, Career and Technical education area/classrooms for live experience, metal/machine shops)

Clinical Experiences or practical/clinical training areas for educational programs in the health fields and training programs:** If having an animal in an area will pose a significant risk to the health of another individual, it may not be allowed to enter. This would include an area of isolation or where sterile materials are stored or used, an area where surgical instruments may be dropped, an area where the service animal might inhibit or prevent medical responders from reacting to an emergency or attending to a patient (when the patient is the

partner/handler the guidelines may be different and the policy of the health facility should be followed), or where patients, who have allergies to pet dander, are located.

Food preparation areas: service animals are allowed in food service areas, but are not to be in the areas where food is being cooked or prepared.

***Partners/handlers planning to pursue a degree or certificate in one of GBC's programs in Career and Technical Education or health related fields, will be evaluated and advised on a case by case basis to ensure that equal access to educational programs is met while meeting the safety and health needs of the student, service animal, and practical experience aspects of the educational programs.*

6.0 Grievances

Any partner dissatisfied with a decision made concerning a service animal should contact the Director of Disability Support and Related Resources and follow the GBC Disability Resource Center Appeal Protocol found at <http://www.gbcnv.edu/disabilities/> . The GBC Equal Opportunity/Affirmative Action Officer may also be contacted by calling 775-753-2184.