

Service Animals Policy for Employees and Visitors

Lander University seeks to meet the needs of its employees and visitors with disabilities in accord with pertinent federal and state laws, including Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, as amended (ADA), and the regulations of the U.S. Department of Housing and Urban Development (HUD).

This policy is designed to provide guidance regarding the use of Service Animal, as defined below, by visitors and employees with disabilities on the Lander University campus.

Service Animals accompanying visiting individuals with disabilities are welcome in all areas of campus that are open to the general public.

Pets

A pet is an animal kept for ordinary use and companionship. A pet is not considered a Service Animal. Pets are allowed on the grounds area providing they follow the requirements as listed under owner requirements of service animals. **Pets are typically not allowed inside buildings.**

Service Animals

Lander University defines a **Service Animal** as a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability. In some cases, a miniature horse may be permitted as a Service Animal. Other animals, whether domestic or wild, do not qualify as Service Animals. Examples of such work or tasks may include guiding a person with impaired vision, alerting a person with a hearing impairment, pulling a wheelchair, alerting and protecting a person who is having a seizure, reminding a person with a mental illness to take prescribed medications, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, and/or performing other duties. Service Animals are working animals, not pets. The work or task a Service Animal has been trained to provide must be directly related to the person's disability. Animals whose sole function is to provide comfort or emotional support do not qualify as Service Animals.

It is the general policy of Lander University to allow **Service Animals** in its buildings, classrooms, residence halls, meetings, dining areas, recreational facilities, activities, events, and other places to which the general public is invited where the animal is accompanied by a qualified individual with a disability who indicates the service animal is trained to provide, and does provide, a specific service to the individual that is directly related to his or her disability.

According to the ADA, a service animal is defined as "any animal individually trained to work or perform tasks for the benefit of an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals to an impending seizure or protecting individuals during one, and alerting individuals who are hearing impaired to intruders, or pulling a wheelchair and fetching dropped items."

Employees requesting accommodation for a disability that includes a Service Animal must complete a Request for Accommodation form or contact the Employee Disabilities Coordinator in the Office of Human Resources and register.

Owner Requirements of Service Animals:

- All animals need to be immunized against rabies and other diseases common to that type of animal. All vaccinations must be current.
- Animals must wear a rabies vaccination tag.
- All dogs must be licensed per state law.
- Service Animals must wear an owner identification tag (which includes the name and phone number of the owner) at all times.
- Animals must be in good health.
- Animals must be on a leash, harness or other type of restraint at all times, unless the owner/partner is unable to retain an animal on leash due to a disability.
- The owner must be in full control of the animal at all times. The care and supervision of the animal is solely the responsibility of the owner/partner.
- The owner/partner must provide the HR department staff with information as to how the animal accommodates for the individual's disability.

Reasonable behavior is expected from Service Animals while on University property. The owners of disruptive and aggressive Service Animals may be asked to remove them from Lander University facilities. If the improper behavior happens repeatedly, the owner may be told not to bring the Service Animal into any facility until the owner takes significant steps to mitigate the behavior.

Cleanliness of the Service Animal is mandatory. Consideration of others must be taken into account when providing maintenance and hygiene of Service Animals. The owner/partner is expected to clean and dispose of all animal waste.

When it is not readily apparent that the Service Animal is trained to do work or perform tasks for an individual with a disability, the following inquiries may be made:

- (1) "Is this a service animal that is required because of a disability?"
- (2) "What work or tasks has the service animal been trained to perform?"

If an employee requests an accommodation and the need for the accommodation is not obvious, written documentation from a doctor or other professional with knowledge of the person's functional limitations may be required. Decisions regarding requests for Service Animals on campus will be made in accordance with all applicable laws, regulations, and other guidance.

Questions related to the use of Service Animals on the Lander University campus by employees should be directed to the Employee Disabilities Coordinator in the Office of Human Resources via email, jmccallum@lander.edu or phone 864.388.8053.

