

# UW-Green Bay Service Animal Policy

## I. Policy Statement

It is the policy of the University of Wisconsin-Green Bay that service animals assisting individuals with disabilities are generally permitted in all facilities and programs on the UW-Green Bay campus except as described below.

## II. Definition

“Service animal” as defined by the Coalition of Assistance Dog Organizations (CADO) and IAADP (International Association of Assistance Dog Partners), means an assistance dog, and may include other animals specifically trained to perform physical tasks to mitigate the effects of an individual’s disability. Assistance dogs include guide dogs that guide individuals who are legally blind; hearing dogs that alert individuals who are deaf or hard of hearing to specific sounds; and, service dogs for individuals with disabilities other than blindness or deafness. Service dogs are trained to perform a variety of physical tasks including but not limited to pulling a wheelchair, lending balance support, picking up dropped objects or providing assistance in a medical crisis. The presence of an animal for comfort, protection or personal defense does not qualify as training to mitigate the effects of an individual’s disability and therefore does not qualify said animal as a service animal

## III. Reasonable Inquiries Regarding Service Animal

If the need for service animal is not reasonably obvious to the University, the University may ask the owner or handler the following questions:

- a. *Whether the animal is required because of a disability, and*
- b. *What tasks or work has the animal been trained to perform.*

The University may also inquire into the training cue or other signs given to the animal to perform a task or work in order to distinguish the service animal from an ordinary pet or animal. However, the University may not require documentation of training, licensure or certification.

If an owner or handler refuses to provide the above information, the University may refuse to allow the animal to enter or remain on campus property.

## IV. When a Service Animal May be Asked to Leave or Prohibited in a UW-Green Bay Facility or Program.

A service animal may be asked to leave a UW-Green Bay facility or program if the animal’s behavior or presence poses a direct threat to the health or safety of others. For example, a service animal that displays vicious behaviors towards people may be excluded.

Service Animals may also be excluded in areas where the presence of a service animal fundamentally alters the nature of a program or activity or is disruptive. Examples may include, but are not limited to, research labs, areas requiring protective clothing and food preparation areas (that does not include dining room areas).

In addition, animals not covered under the ADA service animal definition can be asked to leave a UW-Green Bay facility or program. Questions related to the use of service animals on campus should be directed to the ADA Coordinator at 465-2049

## **V. Requirements for Service Animals**

**Vaccination:** Service animals must be immunized against diseases common to that type of animal. All vaccinations must be current. Dogs must wear a rabies vaccination tag [Wis. Stats. 95.21(2) (f)].

**Licensing:** The City of Green Bay (Green Bay Municipal Code 6.33), following state law [Wis. Stats. 174.07(1)] requires all dogs to be licensed by the time they reach 5 months of age. Service dogs receive the license at no cost [Wis. Stats. 174.055].

**Leash:** [Brown County 8.0601] - The owner shall keep his dog or other domesticated animals under restraint at all times and shall not permit such dog or other domesticated animals to be at large off the premises or property of the owner unless under the control of a competent person.

**Under Control:** The owner/keeper of the service animal must be in full control of the animals at all times. The care and supervision of a service animal is solely the responsibility of owner/keeper.

**Cleanup Rule:** The owner/keeper of a service animal must follow the City of Green Bay ordinance in cleaning up after the animal defecates [Green Bay Municipal Code 8.04].

**Health:** Animals to be housed in Residence Life must have an annual clean bill of health from a licensed veterinarian.

## **VI. Students**

Student requests for disability accommodations, including request to have a service animal accompany a student on campus, including classrooms and UW –Green Bay housing, are handled by the Student Accessibility Services (SAS) Office, through an accommodations [request](#) and review process. Students can reach the SAS Office at [sas@uwgb.edu](mailto:sas@uwgb.edu) or 465-2841.

## **VII. Employees**

Employee requests for disability accommodations, including requests to have a service animal at work, are handled through the Human Resources Office following the [Disability](#)

[Accommodations website](#). Employee can contact the Human Resources Office at 465-2390 for more information and assistance.

### **VIII. Visitors**

Service animals accompanying individuals with disabilities are welcome in all areas of campus that are open to the public (except in situations determined to apply under section III above). Specific questions related to the use of service animals on the UW-Green Bay campus by visitors can be directed to the [ADA Coordinator](#).

### **IX. Appeal Process**

Employee: If an employee is dissatisfied with a decision concerning the request, approval or denial of a service animal, the employee can contact [Melissa Nash](#), Director of Human Resources.

Student: Any student dissatisfied with a decision concerning a service animal may follow the ADA Grievance Procedures for Student that can be found [here](#).

### **X. Service Dogs in Training**

Wisconsin law allows service dogs in training to be admitted to facilities open to the public. Service dogs in training must wear a harness OR leash and special cape and the trainer must present credentials for the dog issued by a school for dog training.

### **XI. Campus Resources**

#### [Lynn Niemi](#)

Coordinator, Student Accessibility Services Office  
1700 Student Services  
920-465-2841

#### [Dr. Corey King](#)

ADA Coordinator and Vice Chancellor for University Inclusivity & Student Affairs  
Cofrin Library 815  
920-465-2511

#### [Kimberly Sipiorski](#)

Human Resources Payroll & Benefits Supervisor  
Cofrin Library 710  
920-465-2390

#### [Paul Pinkston](#)

Director of Facilities Management  
Facilities Management  
920-465-2394

## **XII. Other Resources**

U.S Department of Justice, Information about the Americans with Disabilities Act  
<http://www.ada.gov/>

Guidance on Service Animals in Public Places <http://www.ada.gov/qasrvc.htm>

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