

# 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” is defined by the Americans with Disability Act (ADA) as any guide dog, signal dog or other animal individually trained to do 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 with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair or fetching dropped items.

## III. 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 465-2380

## IV. Students

Students 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 Disability Services Office, through an accommodations request and review process. Students can reach the DS Office at [dis@uwgb.edu](mailto:dis@uwgb.edu) or 465-2841.

## V. Employees

Employee requests for disability accommodations, including requests to have a service animal at work, are handled through the appropriate disability accommodation policy and procedures (academic staff, classified or faculty). Employees can view these policies at <http://www.uwgb.edu/hr/Policies/ADA/index.htm> and may contact the Human Resources Office at 465-2390 for more information and assistance.

#### VI. 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 at [smithg@uwgb.edu](mailto:smithg@uwgb.edu) or at 465-2380.

#### VII. Appeals and Grievances

Any person dissatisfied with a decision concerning a service animal can use the UW-Green Bay Appeal/Grievance Procedure <http://www.uwgb.edu/hr/Policies/ADA/index.htm> .

Students please review the ADA Grievance Procedure at <http://www.uwgb.edu/ds/understanding/policies/index.asp>

#### VIII. Campus Resources

Lynn Niemi  
Coordinator, Disability Services Office  
1700 Student Services  
920-465-2841  
[niemil@uwgb.edu](mailto:niemil@uwgb.edu)

Greg Smith  
ADA Coordinator  
1400 Student Services  
920-465-2380  
[smithg@uwgb.edu](mailto:smithg@uwgb.edu)

Yarvelle Draper-King  
Assistant Director of Employment and Diversity, Human Resources  
107 Environmental Science

920-465-2390  
[kingy@uwgb.edu](mailto:kingy@uwgb.edu)

Chris Hatfield  
Facilities Management  
920-465-2394  
[hatfielc@uwgb.edu](mailto:hatfielc@uwgb.edu)

#### IX. 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.

**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 lease and special cape and the trainer must present credentials for the dog issued by a school for dog training.

#### X. Other Resources

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

City of Green Bay Ordinance Code Book [http://www.ci.green-bay.wi.us/geninfo/law/law\\_ordinance.html](http://www.ci.green-bay.wi.us/geninfo/law/law_ordinance.html)

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

Service Dog Etiquette <http://www.deltasociety.org/ServiceArticlesEtiquette.htm>

*Adopted from University of Wisconsin- Madison*

*9/02/08*