

**SOUTH FLORIDA STATE COLLEGE
ADMINISTRATIVE PROCEDURES**

PROCEDURE NO. 1051

TITLE: SERVICE ANIMALS ON COLLEGE GROUNDS AND IN COLLEGE FACILITIES

BASED ON POLICY: 1.05 COMPLIANCE WITH POLICIES

OFFICE OF PRIMARY RESPONSIBILITY: VICE PRESIDENT FOR ADMINISTRATIVE SERVICES

I. Purpose:

To establish guidelines for the limited presence of animals on College grounds and in College facilities

II. Procedure

A. Service animal - definition and purpose

1. As defined by Florida Statute 413.08, a service animal is an animal that is trained to do work or perform tasks for an individual with a disability, including physical, sensory, psychiatric, intellectual, or other mental disability. See FS 413.08(d) for definitions on the work or tasks a service animal can perform.
2. The work done or tasks performed must be directly related to the individual's disability. A service animal is not a pet and is limited to a dog or a miniature horse.
3. Service animals, as defined by Florida Law and the Americans With Disabilities Act, accompanied by and under the control of the individual with a disability are welcome on all College grounds, in College facilities, and at all College functions, activities, and programs.
4. Service animals in-training are allowed on all College grounds and in College facilities pursuant to the same rights and rules as trained service animals.

B. Handler responsibilities

1. The handler is the individual who possesses or controls the service animal. This includes the individual with a disability who uses the service animal. It also refers to the individual who is training the service-animal-in-training on campus.

2. The handler is responsible for the following:
 - a. Full liability for the behavior and supervision of the animal
 - b. Any damage that the animal may cause
 - c. Care and supervision of the animal
 - d. Properly disposing of all animal waste
 - e. To ensure that the animal is not disruptive to any program, service, learning environment, or College activity
3. The service animal must be under the control of the handler at all times and must be tethered, in harness, or on a leash. When physical control is not possible, such as when a handler's disability interferes with it, voice control or signaling is acceptable.
4. College employees may ask the handler if the animal is required as an accommodation to a disability and what task or work the animal is trained to perform. The employees may not ask for training documentation, licenses, nor the nature or extent of the individual's disability.

C. Exclusion or removal of service animals from premises

1. The College may remove any animal from the premises, including a service animal, if:
 - a. The animal is out of control and the handler does not take effective action to control it.
 - b. The animal is not housebroken.
 - c. The animal's behavior poses a direct threat to the health and safety of others.
2. If a service animal is excluded or removed, the College will provide the individual with a disability the option of continuing access without having the service animal on the premises. This might include another method of service delivery or attendance without the animal.

D. Complaints

1. Individuals who have concerns about the presence, behavior, health, or handling of an animal should contact campus security or the counselor/disabled students specialist.

2. Fear of animals and allergies are not valid reasons to deny access or refuse service to a disabled individual with a service animal.
3. The handler may address any concerns with campus security or counselor/disabled students specialist.

E. Confidentiality

1. It is inappropriate for individuals to question an individual with an animal regarding their disabilities.
2. SFSC maintains confidentiality regarding the approved accommodations for specific individuals, but can discuss the theory of accommodation with observers who have a concern.

HISTORY: Reviewed: 10/1/18

Adopted: 10/13/15

Reviewed: 10/1/18

Revised: