

HIRAM COLLEGE
SUPPORT ANIMAL POLICY
(Effective August 14, 2019)

Hiram College Support Animal Policy (“Policy”) is effective August 14, 2019. A “Support Animal” is hereby defined as an animal that provides emotional or other support that ameliorates one or more identified symptoms or effects of a person’s disability. A “Support Animal” is not protected under ADA or Ohio law. Unlike “service animals” within the meaning of the ADA or “animal assistants” within the meaning of Ohio law, “support animals” are not required to be trained to perform work or tasks, and they include species other than Service Animals.

- **Policy Requirements**

For an individual to qualify for having a Support Animal on Hiram College property, the following requirements must be met:

- He or she must have a disability as defined by the ADA;
- A letter from a licensed mental health clinician that must include (on the clinician’s letterhead with their signature and credentials):
 1. Please state the diagnosis and date of diagnosis
 2. Explain how the animal is necessary to help alleviate that condition(s)
 3. How long is this impairment expected to last? Is it short-term or long-term?
 4. Describe your direct observations of how the animal and patient interact and how long you observed this interaction.
 5. Explain the possible negative effects of the persons not having the animal with him or her. How will you evaluate/assess the animal’s effectiveness related to their treatment?
 6. Mention any training the animal has received from a qualified trainer
- The above questions (1-6) must be answered from a licensed mental health/medical professional and included with the application for requesting an Emotional Support Animal at Hiram College. This letter of documentation needs to be submitted to the Disability Services Office who will review the paperwork provided. In addition, the Disability Services Office will follow-up with all documentation provided for requesting an Emotional Support Animal.
- It should be noted that the process for applying for an Emotional Support Animal may take several weeks to several months depending on the documentation received. In addition, submission of paperwork for requesting an Emotional Support Animal does not constitute that the Emotional Support Animal has been approved. The Disability

Services Office will send notification to the individual of approval. Therefore, no Emotional Support Animal is permitted or allowed on-campus until approval is provided from Disability Services via an email message. This approval is shared with the Vice President and Dean of Students as well as Residential Education.

- The individual must comply with all applicable laws (including, without limitation, all applicable laws relating to the care of the Support Animal) and this Policy.

- **Support Animals and the Law**

Pets and non-research animals are restricted on Hiram College property.

- **Partner/Handler/Team**

For purposes of this Policy, a person with a disability using a Support Animal is called a “Partner;” and a person without a disability (approved by Hiram College’s Disability Services office) who assists the Partner with a Support Animal is called a “Handler.” Sometimes a Partner and a Handler work together with a Support Animal, while other times a Partner works solely with a Support Animal (essentially as both a Partner and a Handler). A Partner and/or a Handler and his/her Support Animal are called a “Team.”

- **Basic Requirements of Support Animals**

- **Identification:** If a Support Animal is not wearing a harness, identification tag or other gear that readily identifies its status as a Support Animal, Hiram College officials may ask what support it is expected to provide.
- **Control:** The Partner or Handler must be in full control of the Support Animal at all times. The care and supervision of a Support Animal is **solely the responsibility** of its Partner or Handler.
- **Leash or Other Tether:** Support Animal must be on a leash or other tether (as applicable) at all times unless the Partner is unable because of the Partner’s disability to use a leash or other tether or the leash or other tether would prevent the Support Animal’s safe, effective performance of work or tasks, in which case the Support Animal must otherwise be under the Partner’s or Handler’s control (for example, through voice control, signals, or other means).
- **Muzzle:** The Support Animal must be under the Partner’s or Handler’s control to prevent the Support Animal from biting people. Any animal that poses a direct threat, such as through unprovoked aggression, may be asked to be removed.
- **License and Tags:** Support Animals must be licensed (if applicable) as required by local governing authorities.

- **Health:** Support Animals residing in Hiram College’s campus housing must be current with their mandatory vaccinations, as required to comply with local governing authorities’ licensing requirements.

Basic Conditions for Having a Support Animal on Hiram College Property

- **Clean-up Rule:** The Partner or Handler must (1) always carry equipment sufficient to clean up the Support Animal’s feces and vomit whenever the Support Animal and Partner/Handler are on Hiram College property; and (2) clean and be responsible for the proper disposal of the Support Animal’s feces and vomit and for any damage caused by the waste or its removal.
- **Disruption:** The Partner/Handler of a Support Animal that is unruly or disruptive (e.g., barking, running around, bringing attention to itself) may be asked to temporarily remove the Support Animal from Hiram College.

• **Conflicting/Competing Disability Accommodations**

Persons with medical condition(s) affected by Support Animals on Hiram College property should contact Hiram College’s Disability Services office if they have a health or safety related concern about exposure to a Support Animal. The person registering the concern will be asked to provide medical documentation that identifies the condition(s) allowing a determination to be made by Hiram College Disability Services as to whether the condition is disabling and whether there is a need for an accommodation.

• **Campus Access for Support Animals**

- A Support Animal is not permitted to accompany the Partner/Handler anywhere the Partner/Handler goes on Hiram College’s property with the following exceptions, which describe areas that generally are off-limits to Service Animals:
 - A Support Animal is not allowed indoors on Hiram College property other than in Hiram College residential housing in which the Partner resides and in the common areas of such where the Partner resides. The Partner may, however, request approval from Hiram College’s Disability Services office to have the Partner’s Support Animal accompany the Partner to other Hiram College buildings, which requests will be considered by Hiram College’s Disability Services office on a case-by-case basis consistent with applicable law.

• **Using a Support Animal in Hiram College Housing**

Partners/Handlers who have been approved by Hiram College’s Disability Services office to bring a Support Animal on Hiram College property and who wish to live in Hiram College’s residential buildings must register the Support Animal and sign a Residential Education Service Animal/Support Animal Contract.

Pursuant to this Policy, Support Animals must be accompanied by the Partner or Handler, and remain in close proximity to the Partner or Handler and be under control at all times.

In a Hiram College-owned residential housing building in which a Team resides, whenever a work-order is requested, the resident Partner/Handler must remove the Support Animal to a common area of the Hiram College residential housing building or outdoors where facilities staff will need to enter to complete the repair.

It is the responsibility of the Partner to arrange any residential housing cleaning necessary due to the presence of the Support Animal. Feces and vomit of the Support Animal in such residential housing buildings must be cleaned immediately and disposed of properly.

- **Removal of a Support Animal from Hiram College**

If a Support Animal becomes aggressive and poses a direct threat to the health or safety of others, the Partner/Handler will be required immediately to remove the Support Animal from Hiram College property. The Partner of a Support Animal is then expected to report such incidents to Hiram College Disability Services within 24 hours of the occurrence.

A Support Animal that makes excessive noise in a Hiram College residence building can be very disruptive to other residents. If the Support Animal exhibits this behavior, the Partner will be required to remove the Support Animal from Hiram College's campus.

An unclean Support Animal may be asked to leave Hiram College's campus until the cleanliness problem is resolved by the Partner/Handler.

- **Damage**

The Partner is solely responsible for any damage or injury to Hiram College property or persons caused by the Partner's Support Animal. The Partner is required by this Policy to maintain a liability insurance policy (in a form reasonably acceptable to Hiram College) that provides liability insurance coverage for the Support Animal in amounts not less than One Million Dollars (\$1 million) and provide Hiram College with a certificate of such insurance coverage upon, or prior to, bringing such Support Animal onto Hiram College property.

- **Loss, Injury or Death of Support Animal**

Hiram College is not responsible for the loss, injury to, or death of any Support Animal. The risk of loss, injury to, or death of a Support Animal shall be borne solely by the Partner and/or Handler.

- **Failure to Comply with Policy**

To the extent permitted by applicable law, failure to uphold and abide by this Policy described here could result in a Partner and/or Handler not being permitted to bring or keep his/her Support Animal on the Hiram College property.

**Hiram College
Support Animal Policy**

SUPPORT ANIMAL REGISTRATION

Please provide the following information along with a copy of the most recent proof of rabies vaccination.

Student's/Employee's/Visitor's Name: _____

Phone Number: _____

Address: _____

Animal's Name: _____ Type: _____

License #: _____ Proof of rabies vaccination is attached: _____

Term Requesting: _____

Description of Support Animal: _____

*This policy must be renewed each academic year with updated clinical documentation from your mental health provided, a new signed contract and updated liability policy information.

I agree to comply with the HIRAM COLLEGE SERVICE AND SUPPORT ANIMAL POLICY.

Student's Signature: _____

Date: _____

Hiram College

Residential Education Support Animal Contract

This agreement is available to Hiram College students who have been approved by the Office of Disability Services to have a Service Animal or a Support Animal accompany them on campus and wish to seek housing in Hiram College Residence Halls. To the extent any portion of this agreement is inconsistent with the Hiram College Service and Support Animal Policy, the provisions of the Hiram College Service and Support Animal Policy shall prevail.

Animal Behavior/Well-Being/Cleanliness

- Dangerous, poisonous, or illegal animals are not permitted to live in Hiram College residence halls.
- If the animal is out of control, not housebroken, or deemed a direct threat (due to aggressive behavior, illness, or cleanliness) its handler may be directed to remove the animal from campus and the animal may not be permitted to return.
- The animal must be leashed or harnessed at all times and may only be off-leash when in its designated residence hall room with its handler subject to the exceptions specified in the Hiram College Service and Support Animal Policy. As provided in the Hiram College Support Animal Policy, the Support Animal must wear a flexible muzzle when the Support Animal is in close proximity to other people to protect others from Support Animal bites subject to the exceptions specified in the Hiram College Support Animal Policy.
- The animal should respond to voice commands at all times and be in the full control of the handler.
- The animal must be in good health and have all veterinarian recommended vaccinations. Documentation of vaccination is due with this agreement.
- The animal must be treated humanely.
- The animal must remain free of fleas, ticks, or other pests. If an infestation is suspected resident hall staff will enter and evaluate the room and any extermination deemed necessary will be completed by the Hiram College approved exterminator at the student's expense.

Student Responsibilities

- The student is responsible for any financial and legal responsibilities brought on by the Support Animal.
 - o This includes any damages to residence hall property or medical bills sustained from interaction with the animal.
- The student must notify the Director of Residential Education and the Office of Disability Services if the animal is no longer needed.
- If a new Support Animal is needed the animal will first need to be registered with the Office of Disability Services. After that registration, a new contract with Residential Education will need to be completed.
- All roommates must sign the roommate portion of this agreement.
- Indemnity clause
- The handler should ensure, to the extent possible, that the animal not display behaviors that are disruptive to others, unless part of the service being provided.
- The handler must ensure that the animal does not block an aisle or passage for fire egress.
- The handler is responsible for the immediate clean-up and disposal of the animal's waste in an appropriate outdoor waste receptacle.

By signing this document I recognize, understand, and agree to all of the terms as outlined above.

Student's Signature _____

Date _____

Director of Residential Education _____

Date _____