



ROLLINS COLLEGE POLICY

Title: Service Dogs in Teaching and Research Laboratories	Type	Key Institutional
No: KI 1022	Approval Date:2-24-2020	
Responsible Office: Accessibility Services Office	Reviewed By: College Policy Committee, 2-20-2020; President's Cabinet, 2-24-2020 Approved By: President, 2-24-2020	
Next Review: 2024-2025	Revision No:	

I. Purpose/Introduction/Rationale

I.1. Purpose

Rollins College has developed this guidance to ensure the safety of faculty, staff, students, and service dogs in teaching and research laboratories. This program applies only to service dogs. Miniature horses or other types of service animals are not allowed in College laboratories.

I.2. Scope

This guidance applies to College faculty, staff, and students with conditions or disabilities (permanent or temporary) that require use of a service dog.

This guidance is to be used in conjunction with Rollins College policy SA 9002 *Assistance Animals* and with guidance provided by the Rollins College Accessibility Services Office.

II. Authority and Responsibility

II.1. The Accessibility Services Office at Rollins College shall be responsible for:

- II.1.1. assisting students requesting the need of a service dog in a laboratory; and
- II.1.2. preparing a *Needs Assessment for Service Dogs In Teaching or Research Laboratory (Needs Assessment, see page 5)* and submitting it to the Office of Campus Safety for input.

II.2. Rollins College Campus Safety shall be responsible for:

- II.2.1. providing recommendations for animal, student, and personnel safety.

II.3. Department/Faculty/Supervisor/Instructors shall be responsible for:

- II.3.1. ensuring the dog handler is following the requirements of the *Needs Assessment* and Campus Safety recommendations;
- II.3.2. monitoring the environment and responding to any disruptions by discussing the situation with the service animal's owner; and
- II.3.3. contacting the Accessibility Services Office to report animal behavior problems.

II.4. Service Dog Owners shall be responsible for:

- II.4.1. registering for services through the Accessibility Services Office;
- II.4.2. meeting with the department or instructors prior to the beginning of the semester to discuss accommodations;
- II.4.3. ensuring that the dog has received the proper training;
- II.4.4. following the guidelines and requirements provided in the *Needs Assessment* evaluation by Rollins College;
- II.4.5. providing any necessary personal protective equipment for the dog; and
- II.4.6. ensuring the dog is well-behaved and does not cause a disruption, distraction, or injury to others in the area.

III. Program Elements

III.1. Expectations

- III.1.1. Service Dog is defined by the Americans with Disabilities Act (ADA) as a dog that has been individually trained to do work or perform tasks for an individual with a disability and includes dogs trained to take a specific action, such as dogs trained to alert for low blood sugar in diabetics, those that detect the onset of seizures, and even those that alert the time for medication in depressed individuals.
- III.1.2. Dogs used for emotional support, therapy, comfort, companions, and dogs-in-training are not considered qualified service dogs.
- III.1.3. Service dogs do not have to be professionally trained and can be trained by the user.
- III.1.4. Service dogs do not have to wear a vest or patch or special harness identifying them as service dogs.

III.2. Procedures for Departments, Faculty, Staff, Supervisors, and Instructors

III.2.1. General Information

- III.2.1.1. **This program applies only to service dogs.** Miniature horses or other types of service animals are not allowed in College laboratories.
- III.2.1.2. Service dogs will not be allowed into the laboratory without the appropriate personal protective equipment (PPE).
- III.2.1.3. Service dogs can only be excluded from the laboratory if:
 - III.2.1.3.1. the dog is out of control and the handler doesn't take effective action to control it; or
 - III.2.1.3.2. the dog is not housebroken.
- III.2.1.4. Departments, faculty, staff, supervisors, and instructors have a right to request the *Needs Assessment* provided by the Accessibility Services Office.
- III.2.1.5. Departments, faculty, staff, supervisors, and instructors are not allowed to request any medical documentation for the dog, require that the dog demonstrate its task, or inquire about the nature of the person's disability.
- III.2.1.6. Owners are responsible for cleanup and disposal of urine and feces.

III.3. Laboratories Utilizing Biological Materials

- III.3.1. A *Needs Assessment* must be completed for the assessment of service dogs in laboratories utilizing Occupational Safety and Health Administration (OSHA) defined Biosafety 1 (BSL-1) materials.
- III.3.2. Service dogs are generally not permitted in laboratories utilizing OSHA defined Biosafety 2 (BSL-2) or higher biological materials. Personnel may request a risk assessment to accompany their *Needs Assessment* for a possible exception.

III.4. Laboratories Utilizing Radioactive Materials

- III.4.1. Service dogs are not permitted in laboratories in which radioactive materials are used.

III.5. Administrative Hazard Controls

Alternatives to positioning the service dog in the lab next to the individual must be discussed with the handler first. This would include:

- III.5.1. placing the dog behind a removable gate or in a pen in an adjacent room or area away from hazards; or
- III.5.2. if a location next to the person is required, consider a location at the end of the bench or in a corner away from other students, personnel, and activities.

IV. Procedures for Service Dog Owners

IV.1. General

Students, faculty, or staff that require the use of a service dog in a laboratory are required to contact the College's Accessibility Services Office.

IV.1.1. Procedural Steps for Dog Owners

IV.1.1.1. Contact the College's Accessibility Services Office.

IV.1.2. General Requirements

IV.1.2.1. Dog beds or fabric pads are not appropriate for use in the lab.

IV.1.2.2. Service dogs must wear appropriate personal protective equipment to be permitted into the laboratory.

V. Behavior Expectations of Service Dogs

The following are the behavior expectations for service dogs.

V.1. If the service dog is present in lab, the dog must be trained to "stay" and "leave it" (or equivalent behavior).

V.2. The dog must not vocalize, bark, or growl inappropriately.

V.3. If the dog is trained to alert by vocalizing, the instructor or staff must be aware of the circumstances under which the dog would vocalize. Disruptive, extended vocalizing, or barking will not be permitted, unless in proper context.

V.4. The dog must not behave aggressively towards other people – snapping, snarling, growling, charging, swiping, etc.

V.5. The dog must not jump up on other people.

V.6. The people in the laboratory will be informed that the dog is a service dog and always working.

V.7. Interaction with the dog is by permission of the owner and only permitted outside of the laboratory.

V.8. If the service dog displays any of the behaviors above, the dog will not be permitted in the laboratory until documented and demonstrated re-training has occurred.

VI. Personal Protective Equipment for Service Dogs

Service dogs entering laboratories must be protected to prevent exposure to hazardous chemicals, broken glass, or other hazards that might be present in the laboratory environment.

The following protection to prevent exposure (PPE) items, purchased by the College, shall be worn by the service dog.

VI.1. Disposable or reusable boots to cover the feet such as commercially available products ([Pawz Rubber Dog Boots](#)).

VI.2. Disposable laboratory coats such as [Maytex](#) lab coat.

VI.3. Eye protection (goggles).

VI.4. Disposable plastic-backed absorbent lab paper or pet pads for the service dog to lie on during laboratory time to protect the service dog from whatever might be on the floor.

If appropriate PPE is not brought to the lab, then the service dog will not be permitted into the laboratory.

IV. Related Policies

[SA 9002 Assistance Animal Policy](#)

V. Appendices/Supplemental Materials

Needs Assessment for Service Dog In Teaching or Research Laboratory, see page 5.

VI. Effective Date

This policy is effective February 24, 2020, and supersedes all previously issued versions.

VII. Rationale for Revision

Not applicable.

Needs Assessment for Service Dog In Teaching or Research Laboratory		
Requestors Name:	Date:	
E-mail:	Phone:	
Department/Class:		
Building/Room:		
Faculty/Supervisor Name:	E-mail:	
	Yes	No
1. Is the dog a service dog or dog-in-training required because of a disability?		
2. Is the service dog required to be with you at all times?		
3. Do you need a place for the service dog to stay while you're in lab, but do not need the dog at that time?		
4. What work or task has the service dog been trained to perform?		
5. If you need the service dog to be with you only under certain circumstances, what are those circumstances?		
6. How does the service dog alert?		
7. What should the laboratory instructor do if the service dog alerts?		