

**POLICY TITLE:** SERVICE ANIMALS AND APPROVED PETS

**POLICY NUMBER:** 4170

**COMMITTEE APPROVAL DATE:** 02/12/2019

**WRITTEN/REVISED BY:** ADMIN.  
SERVICES/HUMAN RESOURCES

**BOARD APPROVAL DATE:** 02/27/2019

**SUPERSEDES:** 03/22/2017

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**POLICY:**

**4170** It is the policy of the Beach Cities Health District (“District”) to support the presence of service animals and approved pets in the public areas of the Beach Cities Health District campus and District administrative offices per applicable state and federal laws. It is the intent of this policy to ensure the safety of both people and animals.

**SCOPE:**

**4170.1** This policy applies to all District employees, interns, volunteers, contractors and members of the public.

**RESPONSIBILITY:**

**4170.2** It is the responsibility of management to understand, communicate, and enforce this policy uniformly among District employees. It is the responsibility of employees, interns, volunteers, contractors and members of the public to understand the policy, guidelines, and procedures, and to follow them accordingly.

**GUIDELINES:**

**4170.3** Pets that have been pre-approved and registered with the District are allowed in the public areas on the BCHD campus or in District administrative offices. Service animals are allowed as permitted by law.

**4170.4** As per the Americans with Disabilities Act (ADA), a service animal is defined as a dog that has been individually trained to do work or perform tasks for an individual with a disability. The task(s) performed by the dog must be directly related to the person's disability. Dogs or other animals whose sole function is to provide comfort or emotional support do not qualify as service animals. If this description were to change, the District will comply with the most current definition as defined by the ADA or applicable state and/or federal law.

## **SERVICE ANIMALS**

**4170.5** Service animals are exempt from pre-approval for their presence on campus or in District administrative offices.

**4170.6** Service animals must be harnessed, leashed, or tethered, at all times when present on District property. In the event that these devices interfere with the service animal's work or the individual's disability prevents using these devices, the individual must maintain control of the animal through voice, signal, or other effective controls.

**4170.7** The service animal's handler is the only person responsible for caring for and supervising the service animal, which includes toileting, feeding, grooming and veterinary care. The service animal's handler is also liable for any damage done by the service animal while on District premises. The service animal's handler is required to remove and dispose of animal waste as per all local laws, ordinance and municipal codes.

**4170.8** A service animal will be asked to be removed from District premises if:

**4170.8.1** the service animal behaves in a way that poses a direct threat to the health or safety of others, has a history of such behavior, or is not under the control of the handler and the handler does not take effective action to control it, or

**4170.8.2** is not housebroken.

## **APPROVED PETS**

**4170.9** It is the obligation of each pet's owner to complete and submit the BCHD Pet Registration form for prior approval. Valid pet registration must adhere to all local laws, ordinances and municipal codes. BCHD Administrative Services has the sole discretion to approve or deny registration of pets.

**4170.10** The Owner must provide proof of current vaccinations and medical history as part of the registration process. All animals must be in good health.

**4170.11** All animals must be secured by a leash or in a closed carrier and accompanied by the owner at all times while in public areas.

**4170.12** Any animal that has been cited as a nuisance per local laws, ordinances or municipal codes or has a history of aggressive behavior will not be permitted on the premises and will not be approved and registered by the District.

**4170.13** The owner is the only person responsible for caring for and supervising the animal, which includes toileting, feeding, grooming and veterinary care. The owner is also liable for any damage done by the approved pet while on District premises. Owners

are required to remove and dispose of animal waste as per all local laws, ordinance and municipal codes.

**4170.14** The District is not liable against any losses, lawsuits or expenses for the liability or potential liability of pet owner's animal arising out of any claims for damages.

**4170.15** No animals except for service animals are permitted in the program areas of the Center for Health and Fitness and AdventurePlex or in food service areas (e.g., kitchen).

**EXCEPTIONS:**

**4170.16** The Chief Executive Officer is the only person authorized to make exceptions to this policy.