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# ADMINISTRATIVE PROCEDURE

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<b>SECTION:</b> 700—Facilities and Property Management	<b>PROCEDURE #:</b> 702-B
<b>TITLE:</b> Facility Use - Assistance Animals	<b>IMPLEMENTS POLICY #:</b> 702
<b>SPONSORING DEPARTMENT/DIV:</b> Support Services/Facilities and Parks Services	
<b>EFFECTIVE DATE:</b> 10/27/2021	<b>REVIEWED:</b>

**PROCEDURE:**

1. Assistance Animals in County Facilities:
  - 1.1 Assistance animals or assistance animal trainee are allowed in County facilities as provided herein.
    - 1.1.1 An assistance animal means a dog or other animal designated by administrative rule that has been individually trained to do work or perform tasks for the benefit of an individual.
    - 1.1.2 An assistance animal trainee means an animal that is undergoing a course of development and training to do work or perform tasks for the benefit of an individual that directly relates to the disability of the individual.
  - 1.2 Emotional support animals are not allowed in County facilities.
    - 1.2.1 Emotional support animal means animals that provide a sense of safety, companionship, and comfort to individuals with psychiatric or emotional disabilities or conditions.
  - 1.3 When an assistance animal or assistance animal trainee is present in County facilities, unless it is readily apparent that the animal performs or is being trained to perform work or a task for the benefit of a person with a disability, staff may:
    - 1.3.1 Ask whether an animal is required due to a disability; and
    - 1.3.2 Ask about the nature of the work or task that the assistance animal is trained to do or

perform.

- 1.4 Assistance animals may be removed from County facilities when:
  - 1.4.1 The person with disability or assistance animal trainer fails to maintain control of an assistance animal or assistance animal trainee by means of harness, leash, tether or voice commands, signals or other means.
  - 1.4.2 The assistance animal or assistance animal trainee is not housebroken.
- 1.5 If an assistance animal is removed under 1.4, the person with disability will be given a reasonable opportunity to obtain the goods or services, the use of the advantages, facilities and privileges of the County facilities without the assistance animal.
- 1.6 No fee or charge will be made to allow assistance animals or assistance animal trainees in County facilities. The County will not provide care or supervision for an assistance animal or assistance animal trainee.
- 1.7 Notwithstanding Section 1.2, animals that do not otherwise qualify as assistance animals may be allowed in County facilities when:
  - 1.7.1 The presence of the animal is requested by County, or a public body (defined under 174.109, or special public body defined under ORS 174.117) or a business entity providing an authorized service and serving a programmatic purpose (for example therapy dogs in State Court) and approved by FPS; and
  - 1.7.2 Upon exception granted by County Administrator under Policy 702.