



Guidance on Accommodating Service Animals in Laboratories

1. Introduction

a. Background Information

Eastern Kentucky University recognizes the importance of Service Animals to individuals with disabilities, and is committed to providing reasonable accommodations; fulfilling its responsibilities under federal, state, and local laws and regulations as well as University Policy; ensuring the health and safety of the University Community; and, preserving the integrity of University property.

b. Purpose

The University intends for all students to be safe and successful in campus laboratories. Accordingly, this guidance was developed by the University's Lab Safety Committee to supplement the University's Animals on Campus Policy (1.3.1), which addresses Service Animals on all University Property, as well as the Laboratory Safety Contract (Service Animal), which is incorporated herein, and to provide clarification specific to laboratory settings.

c. Definitions

All definitions herein align to those set forth in Policy 1.3.1, including but not limited to:

1. Handler: The individual responsible for the care and supervision of his or her Service Animal; and,
2. Service Animal: A dog (or in some circumstances, a miniature horse) individually trained to do work or perform tasks for the benefit of an individual with a disability, including a sensory, psychiatric, intellectual, or other mental disability and meets the definition of "Service Animal" under the Americans with Disabilities Act (ADA) policy at 28 CFR Part 35.104. The work or tasks performed must be directly related to the individual's disability.

d. Scope

This guidance applies to members of the University Community who handle or accommodate service animals in research and/or teaching laboratory settings on the University's campus. This is not intended to substitute for specific guidance received from the Center for Student Accessibility (CSA), nor does this override Policy 1.3.1. For reference, all students with disabilities are encouraged to access the services available through CSA; however, students who require a Service Animal are not required to contact CSA.

2. Inquiries Regarding Service Animals

- a. Service Animals are permitted to accompany people with disabilities in all areas of University Property and in University buildings and spaces otherwise open to the public. If a student brings or attempts to bring any animal except for a dog or miniature horse into a laboratory, however, that animal (e.g., cat, ferret, etc.) can be outright prohibited from entering and/or remaining in the lab as it would not qualify as a Service Animal. Again, only dogs and miniature horses qualify as Service Animals under federal and state law.
- b. When a person is accompanied by a dog or miniature horse and when it is not obvious what service the animal provides, limited inquiries are allowed. Specifically, two questions may be asked of Handlers:
 1. "Is your Service Animal required because of a disability?"
 2. "What work or task has your Service Animal been trained to perform?"
- c. By law, University Community members cannot ask about the individual's disability, require medical documentation, require a special identification card or training documentation for the Service Animal, or request that the Service Animal demonstrate its ability to perform the work or task.
- d. If the Service Animal is out of control and the Handler fails to take effective remedial action and/or if the Service Animal is not housebroken, a Handler can be asked to remove the Service Animal.
- e. If a Service Animal is removed from a laboratory, please document the situation and, as soon as feasible, seek further assistance from CSA in fully addressing the situation prior to the Handler's next laboratory.

3. Areas Prohibited to Service Animals:

- a. Service Animals may be excluded from areas due to a direct threat to the health and safety of others, when their use fundamentally alters a service or program, where Service Animals may be in danger, or where their use may compromise the integrity of research.
- b. CSA is responsible for assisting Handlers in identifying prohibited areas. In determining prohibited areas, CSA may consult with Environmental Health and Safety (EHS), faculty instructors, and others as necessary to evaluate whether the presence of a Service Animal may compromise safety or a sterile environment and/or cause a "fundamental alteration" of the program.
- c. In the event a Service Animal is not permitted in a lab setting for safety reasons or to prevent a "fundamental alteration" of the program, or when a Handler has determined it is not in the service animal's best interest to be present in the laboratory, CSA will work with the impacted student and faculty to identify alternate accommodations.

4. Accommodating Service Animals in the Lab

- a. Where Service Animals will be present in the laboratory setting, Handlers will be asked, at a minimum, to complete the Laboratory Safety Contract (Service Animal) incorporated herein.
- b. Faculty will monitor that the Handler is following the requirements of the Laboratory Safety Contract (Service Animal) and will be tasked with supervising the environment, maintaining safety in the lab, and addressing any Service Animal disruptions with the Handler and CSA.
- c. Faculty should also ensure that other students are demonstrating appropriate conduct towards Service Animals and Handlers as outlined in Policy 1.3.1 (e.g., members of the community should not pet, feed, or otherwise distract or interfere with a Service Animal).
- d. Some additional considerations for faculty include, for example:
 - i. Availability of space in the laboratory, including any large equipment present in the lab, if there is sufficient open space in the lab, and whether alternative lab space is available, if needed;
 - ii. Appropriate environmental placement of the Handler and Service Animal (preferably out-of-the-way and within easy access to an exit as well as the safety shower);
 - iii. Arrangements for equipment (e.g., complete lab setup prior to Handler's arrival);
 - iv. Procedures for safety (e.g., Service Animal teams get materials first or last) as well as emergency procedures that may be needed in the event of, for example, a chemical spill, evacuation, etc.;
 - v. Identify a lab partner and inform said partner if special arrangements must be made (e.g., lab partner retrieves all chemicals for the group, lab partner alerts a hearing impaired student, etc.); and,
 - vi. Any other accommodations that may be needed and appropriate.

5. Service Animal Safety

- a. Faculty, after conducting a hazard/risk assessment of the hazardous substances, equipment and processes to be used in class, may consult with CSA, EHS, and others to develop appropriate procedures, identify protective equipment (PPE), and consider other measures to minimize exposure and risk to the Service Animal.
- b. Handlers should be informed of the potential hazards present in the laboratory in order to make decisions about their Service Animal, including but not limited to what level of protection the Handler will provide the Service Animal. Laboratory Guidance for Service Animal Handlers is incorporated herein and may be provided to Handlers for quick reference.
- c. Specifically, a Handler may wish to consider use of disposable or reusable boots, disposable lab coats, and/or goggles as well as disposable plastic-backed absorbent lab paper or pads for the Service Animal to lie on to protect them from anything on the floor. Handlers should be advised when animal beds or fabric pads are not appropriate for use in the lab. Some PPE vendors include:
 - i. Pawz Dog Boots: <https://pawzdogboots.com/>;
 - ii. Maytex (for disposable lab coats): http://www.maytexcorp.com/products_apparel.htm; and,
 - iii. Eye Protection –
 1. Rex Specs: <https://www.rexspecs.com/>; and,
 2. Doggles: https://woof.doggles.com/en_US/https://woof.doggles.com/en_US/.
- d. At all times, the care of the Service Animal will, ultimately, be the Handler's responsibility. To that end, any expenses (e.g., PPE) will be the responsibility of the handler.



LABORATORY SAFETY CONTRACT (SERVICE ANIMAL)

Students should be advised that laboratories on campus may constitute a hazardous environment for their service animals. Students with service animals that are brought into the laboratory must observe the following rules to ensure their own safety, that of their fellow students, and that of the service animal. The University reserves the right to exclude Service Animals due to a direct threat to the health and safety of others, when their use fundamentally alters a service or program, where service animals may be in danger due to a hazardous environment, or where their use may compromise the integrity of research.

The following guidelines are taken from the University Policy 1.3.1, Animals on Campus:

1. Service Animals must be harnessed, leashed, or tethered, unless these devices interfere with the Service Animal's work or the Handler's disability prevents using these devices. In that case, the Handler must maintain control of the animal through voice, signal, or other effective controls.
2. Service Animals must be accompanied by the Handler at all times and remain in close proximity.
3. Service Animals must be housebroken.
4. Service Animals must have all vaccinations and licenses required by state law and/or local ordinances and must be produced to the University upon request.
5. Service Animals should be responsive to the Handler's commands at all times.
6. To the extent possible, Service Animals should be non-disruptive to other individuals and the learning, living, and working environment.
7. The care and feeding of Service Animals is the responsibility of the Handler.
8. Waste removal and cleanup is the responsibility of the Handler.
9. As the laboratory environment may include glassware and hazardous chemicals, the Handler will abide by all rules included in this Contract as well as any additional expectations as set forth in University Policy 1.3.1, Animals on Campus: <https://policies.eku.edu>.

This Contract is to be signed by the student after consultation with the course instructor. The completed Contract should be kept on file within the Department.

Course: _____

Person to contact in case of emergency: _____

Telephone number for emergency contact: _____

By signing this Contract, I hereby acknowledge that I understand the laboratory safety rules outlined above and agree to abide by such at all times:

Printed Name: _____ Signature: _____ Date: _____



LABORATORY GUIDANCE FOR SERVICE ANIMAL HANDLERS

Eastern Kentucky University is committed to your safety and success in the laboratory. If that success includes the use of a Service Animal, we want to help you keep your Service Animal safe and secure. Laboratories are not hazard-free areas. Hazardous chemicals, open flames, glassware, and electrical equipment are all used.

The following equipment is highly suggested and the behavior expectations are required for your animal's safety and for the safety of the other laboratory occupants.

Potential Hazards

Glassware such as beakers, pipets, and flasks are common equipment in science laboratories. Glass shards may remain on the floor after the clean-up in the event glassware breaks.

Chemicals are another hazard present in laboratories, especially in chemistry and art, for example. These chemicals may be corrosive – hydrochloric acid, sulfuric acid, sodium hydroxide; flammable – alcohols, ether, solvents; toxins – sodium fluoride, sodium barbital; or reactives – ammonium nitrate, bleach, metallic sodium. Solutions or solid chemical may spill on the floor and traces may remain after clean-up.

Your laboratory instructor can better advise you on what specific hazards are present in your laboratory.

Personal Protective Equipment (PPE)

Handlers may wish to prevent a Service Animal from being exposed to chemicals, broken glass, or other hazards that might be present in the laboratory environment. PPE for Service Animals may include, for example, disposable or reusable boots, disposable lab coats, and/or goggles as well as disposable plastic-backed absorbent lab paper or pads for the Service Animal to lie on to protect them from anything on the floor. Such PPE should be waterproof and cut-resistant to offer protection similar to the lab coats, disposable gloves, closed-toe and closed-heel shoes, and safety glasses worn by other occupants of the lab. Some Service Animal PPE vendors include:

- Pawz Dog Boots: <https://pawzdogboots.com/>;
- Maytex (for disposable lab coats): http://www.maytexcorp.com/products_apparel.htm; and,
- Eye Protection –
 - Rex Specs: <https://www.rexspecs.com/>; and,
 - Doggles: https://woof.doggles.com/en_US//https://woof.doggles.com/en_US/.

Behavior Expectations

Service Animals must remain under the Handler's control at all times. Service Animals must not show aggression toward other animals or people in the laboratory. If the Service Animal behaves inappropriately, the Handler will be asked to remove the Service Animal from the lab and will be held responsible for any damage or mess caused by the Service Animal.

For more information regarding behavioral expectations, please consult the Laboratory Safety Contract (Service Animal) you signed as well as University Policy 1.3.1, Animals on Campus: <https://policies.eku.edu>. You are also encouraged, although not required, to consult with the Center for Student Accessibility by phone (859-622-2933) or email (accessibility@eku.edu).