

**MILLE LACS BAND OF OJIBWE  
HEALTH AND HUMAN SERVICES POLICY & PROCEDURE**

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**Department:** Administration Services-Human Resource Management

**Policy Number:** HHS-ADM-HRM 3158

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**Policy Title:** Animals in the Facility

**Attachments:**

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**Revision History:** new policy


**Revised by/Date:** Holly Hunter, 5/2021

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**Approved by:**   
Jan Manary, Executive Director of Health Services

**Date:**

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**Approved by:**   
Nicole Anderson, Commissioner of HHS

**Date:**

5/14/21

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**POLICY STATEMENT:** It is the policy of Mille Lacs Band Health and Human Services (HHS) to allow clients the right to a service dog, as underlined in this policy, in HHS facilities. Residence and visiting pets are not allowed in the facilities or on the properties.

All residents of the Mille Lacs Band HHS Assisted Living Units (ALUs) who have approved pets as of May 15, 2021, will be allowed to keep their pets, in accordance with ALU guidelines, and will not be asked to rehome their pets.

**PURPOSE:** The purpose of this policy is to establish guidelines for having animals at HHS facilities.

**DEFENITIONS:**

**Service Animal** – Dogs that are individually trained to do work or perform tasks for people with disabilities.

**Emotional Support Animal** – A companion animal which provides therapeutic benefits to its owner/handler, by alleviating or mitigating symptoms of mental health or emotional disability.

**PROCEDURE:**

Residence and Visiting Animals

- Prohibited

Emotional Support Animals

- Prohibited

Service Animals

- Allowed at HHS facilities
- Arrangements must be made for individuals with services animals in HHS residential programs.
  - Infection control and safety officer will be notified for consultation and plan development assistance.
  - A plan will be developed to include the following items:

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- Treatment purpose
  - Description of the animal and veterinary information
  - Care of the animal including feeding, toileting, housing (kennel), etc.
  - Person responsible for care of the animal including the support staff person
  - Incident response plan
  - Management of disruptive behaviors such as barking, growling, etc.
  - Interaction with other clients
- Service animals are working animals, not pets. If others are allowed to make contact with the service animal (i.e. petting), they will be advised to wash their hands prior to and after having had contact with the service dog, its food or treats and feces or urine.
  - If the animal urinates or defecates, staff will apply the appropriate personal protective equipment, absorb or wipe the area to contain the material and place it, along with the cloth in a sealed plastic bag and dispose of it appropriately. The contaminated surface should be cleaned and then disinfected. Staff and clients should minimize contact with animal saliva, dander, urine and feces.
  - A client may not be allowed to be accompanied by a service animal in the facility or the client may be asked to have the animal removed from the facility if the animal is out of control and the client does not take effective control over the animal or if the animal poses a direct threat to the health or safety of others. If a person supported or employed by the program has allergies that would be negatively affected by the animal's presence, accommodations should be provided.

Employees are not allowed to bring personal pets to HHS facilities.

An Incident Report must be completed for all incidents related to animals.

<b>Internal and/or External References</b>	<a href="https://www.ada.gov/service_animals_2010.htm">https://www.ada.gov/service_animals_2010.htm</a> <a href="https://www.companionanimals.org/emotional-support-animal/">https://www.companionanimals.org/emotional-support-animal/</a>
<b>Compliance - Posting Date</b>	5/14/2021 (66)
<b>Replaces – Policy Number</b>	HHS-SUD-FW 4719 Animals in the Facility
<b>Next Review - Due Date</b>	5/14/2024