



## Service Animals: ADA Reasonable Accommodation Policy

Raleigh Pediatric Associates, PA prohibits bringing a pet (a domestic animal kept for pleasure or companionship) to work or having a pet in Raleigh Pediatric Associates' controlled buildings and premises, with the exception of service animals for a person with disabilities.

According to the American with Disabilities Act (ADA), a service animal is defined as "a dog (or miniature horse) individually trained to work or perform tasks for the benefit of an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals to an impending seizure or protecting individuals during one, and alerting individuals who are hearing impaired to intruders, or pulling a wheelchair and fetching dropped items."

A person with a disability uses a service animal as an auxiliary aid. In compliance with the ADA, service animals are welcome in all buildings on company property and may attend any class, meeting, or other event. There may be an exception to certain areas.

Employees requesting accommodation for a disability that includes a service animal must contact the Human Resource (HR) Department and complete a Documentation of Disability form. All service animals must be registered with the HR department. Employees and their service animal must follow appropriate guidelines as listed below.

Patients or visitors entering Raleigh Pediatric Associates' facility with a service animal must follow appropriate guidelines as listed below.

Requirements of service animals and their owners:

- All animals need to be immunized against rabies and other diseases common to that type of animal. All vaccinations must be current.
- Animals must wear a rabies vaccination tag.
- All dogs must be licensed per state law.
- Service animals must wear an owner identification tag (which includes the name and phone number of the owner) at all times.
- Animals must be in good health.
- Animals must be on a leash, harness, or other type of restraint at all times, unless the owner/ partner is unable to retain an animal on a leash due to a disability.
- The owner must be in full control of the animal at all times. The care and supervision of the animal is solely the responsibility of the owner/ partner.
- The owner/ partner must provide the HR department staff with information as to how the animal accommodates for the individual's disability.

Reasonable behavior is expected from service animals while on company property. The owners of disruptive and aggressive service animals may be asked to remove them from Raleigh Pediatric Associates' facilities. If the improper behavior happens repeatedly, the owner may be told not to bring the service animal into any facility until the owner takes significant steps to mitigate the behavior.

Cleanliness of the service animal is mandatory. Consideration of others must be taken into account when providing maintenance and hygiene of service animals. The owner/ partner is expected to clean and dispose of all animal waste. Violation of this policy in any way may lead to disciplinary action up to and including termination.