

**ERC Policies and Procedures
ICF/DD Program - PETS**

I. Pet Policies for ICF/DD Homes

- A. ERC supports the concept that active or passive interactions with animals can be of great psychosocial and physical benefit for the ICF/DD residents.
- B. Animal-assisted activities provide opportunities for motivation, education, or recreation to enhance the quality of life.
- C. Procedures will be developed to address the complex issues to maximize the therapeutic applications of the human-animal bond and the health and safety of the residents and the animals.
- D. At no time, will the care of a pet interfere with or diminish the delivery of services and supports for care of ICF-MR residents.
- E. No visiting pets are allowed unless pre-approved by Residential Director and the owner/keeper must provide a copy of the visiting pet's current vaccination record.
- F. ERC will provide proper facilities for the pet.

II. Scope

These policies and procedures apply to all pets either residing or visiting in the ICF/DD homes.

This policy and procedure is required by OLTC.

III. Pet Procedures for Pets Living at the ICF/DD Homes

- 1. Before a new pet may reside in any of the ICF/DD homes, the following must occur:
 - b. All persons served need to be part of the decision-making process to acquire pets that may access the common areas of the home.
 - c. All persons served will receive education on how to treat and interact with the pet.
 - d. Dogs may not exceed 45 pounds at maturity.
 - e. A budget will be prepared to cover all expected pet expenses.
 - f. Pets (with the exception of fish and certain other small animals) must first be seen and approved by a veterinarian.
 - g. A fenced in enclosure will be made available for use by dogs.
 - h. Current vaccination records will be obtained and maintained on file as appropriate.
 - i. The Director of Residential Services must approve the pet.
 - j. A primary sleeping place will be decided.
- 2. The pet will live in the ICF/DD home full-time, will be owned by ERC, and will be cared for by ERC staff, volunteers, and residents.
- 3. The pet may be formally included in facility activity and therapy schedules after proper screening and training.
- 4. The Residential Director designates at least one (1) staff to be responsible for the health, behavior, and welfare of the pet. The designated staff will insure the following:

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- a. Regular veterinarian visits are scheduled and maintained (to include a wellness program).
 - b. All pet health issues are addressed in timely manner.
 - c. A record of current vaccinations are maintained at the facility as appropriate.
 - d. Dogs or cats must be spayed or neutered.
 - e. Dogs or cats will wear collars with visible identification.
 - f. Dogs will be registered for city tags.
 - g. Pets are housetrained.
 - h. Dogs complete obedience training.
 - i. Dogs are kept leashed when outdoors (not in a fenced area).
 - j. Extraordinary medical interventions will require approval from senior management.
5. Pet behaviors that may exclude the pet include:
- a. Inappropriate house soiling
 - b. Ruining furniture, clothing and carpets
 - c. Behaviors associated with separation anxiety
 - d. Aggression towards people or other animals
 - e. Excessive fear, nervousness or compulsive behavior
6. Any behavior or pet health condition that jeopardizes the health and safety of a person served will not be tolerated and arrangements must be made as soon as possible to relocate the pet.

IV. Pet Procedures for Pets Visiting the ICF/DD Homes

1. Pets may visit the ICF/DD homes under the following conditions:
- a. Advance approval from the Director of Residential Services (or designee) has been obtained.
 - b. Owner must provide proof of current vaccinations.
 - c. Pet does not exhibit any behavior or pet health condition that could jeopardize the health and safety of a person served.

V. Review/Revision/Approval Information

- List all review/revision dates made by P&P Review Committee: 9/2009, 2/2011, 5/2014, 5/2015, 2/2017, 5/2018, 11/2019
- Reviewed/Approved by Board of Directors (if required):
- Approved by:


Corporate Compliance Officer


Date


Asst. Executive Director


Date

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