

Emotional Support Animal – Request Process and Documentation Guidelines

The Center for Disability & Access (CDA) evaluates requests to approve Emotional Support Animals (ESA) in University of Utah owned housing (Housing & Residential Education-HRE, University Student Apartments-USA). To schedule an initial intake appointment with an advisor, please contact CDA at (801) 581-5020. You do not need to have the following documentation at your intake appointment. It can be submitted afterwards for evaluation. If your request is approved following your intake appointment and submitting documentation, CDA will notify you and your University housing entity.

Approval requires that a resident must have a physical or mental impairment that rises to the level of a disability in that it substantially limits one or more major life activities, and the presence of an ESA will have therapeutic benefit in alleviating one or more of the identified effects of the mental health disability.

We accept documentation from health care providers who have personal knowledge of the resident through a professional relationship involving the provision of health care or disability-related services and who are practicing within their ethical, legal, and professional obligations.

To consider requests for ESAs, documentation provided should include the following specific components. The absence of one or more of these components should not be considered an automatic reason to disqualify the supporting documentation:

- **Format** – health care provider documentation should be typed/printed on official letterhead, dated, and signed from a licensed and qualified professional (e.g. psychologists, neuropsychologists, psychiatrists, clinical social workers, licensed counselors, psychiatric nurse practitioners, and other relevantly trained healthcare professionals). It is also recommended that the healthcare professional provide contact information and any professional licensing information. The documentation should include the resident's name.
- **Contact Dates** - date when provider first met with the resident regarding the condition and date of the last professional interaction with the resident regarding the condition.
- **Substantial Limitations** – a statement(s) that the resident has a physical or mental impairment that substantially limits one or more major life activities and describes the nature of the impairment (that is, how the resident is substantially limited).
- **Type of animal** – the type of animal that is requested and that it is necessary in university housing.

- **Necessity of ESA** – a statement that the resident needs the ESA because it provides therapeutic emotional support to alleviate a symptom or effect of the disability of the resident and not merely as a pet. Please include specifically how the ESA mitigates the symptoms or effects of a disability.

Documentation should be specifically written to provide support for an ESA in University of Utah Housing. Please also note the following:

- Approved Emotional Support Animals must be under the control of their owner/guardian at all times. Emotional Support Animals may be excluded if they pose a direct threat to the health and/or safety of others. Emotional Support Animals that are not under the control of their owner/guardian or who disrupt other guests may be considered a nuisance and will be asked to leave. Nuisance behavior could be any of the following examples or any other behavior that disrupts other guests, patrons, students, or employees. Examples: consistent non-stop barking, growling, making noise, giving off offensive odors, chewing.
- Emotional Support Animals are subject to the U of U Policy 3-231 for Control of Animals on Campus as defined at <http://www.regulations.utah.edu/administration/3-231.html>. Exotic or wild animals may not be allowed under the state, county and city laws. Additional information regarding Service and Emotional Support animals can be found at <https://oeo.utah.edu/about-us/faq-support-animals.php>.
- The Emotional Support Animal owner or custodian must maintain sanitary conditions and clean any animal excretions (or eliminate waste) in public (or surrounding areas).
- An approval for an Emotional Support Animal only applies to housing and does not permit owner to bring animal to other areas on campus where pets are normally prohibited.
- Owner is responsible for any and all damage to apartments or University property associated with the Emotional Support Animal.