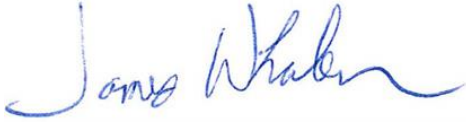


**Department of Public Safety**  
**Police Division**  
**Policies and Procedures**

<u><b>Title</b></u>  <b>Animal Complaints</b>	<u><b>SOP Number</b></u>  <b>7.1.130</b>
<b>Approval Signature</b>  	
<b>James L Whalen</b>	
<b>Reviewed/Revised by</b>	<b>Pages</b> <b>3</b>
<b>Last Revision Date</b>  <b>February 24, 2022</b>	<b>Effective Date</b>  <b>May 6, 2015</b>

## ***Animal Complaints***

- I. **Purpose:** The purpose of this policy is to establish a uniform procedure for handling animal complaints.
- II. **Policy:** It is the policy of the University of Cincinnati Police Division (UCPD) to effectively handle animal complaints.
- III. **Procedure:**
  - A. When an animal complaint is received, the Emergency Communication Dispatcher (ECD) will ask the complainant:
    1. What type of animal is involved, what is the description of the animal?
    2. Is the animal acting abnormally? Has it bitten anyone?
    3. The last known location of the animal and direction of travel?
  - B. The ECD will then advise the responding police/security officer of the situation.
  - C. The officer will respond to the scene and attempt to contain the animal.
    1. If the animal is an injured or diseased dog or cat, the Animal Care Cincinnati should be notified by the ECD to pick up the animal. Animal Care Cincinnati is dispatched through Hamilton County Dispatch at 513-825-2280
    2. If the animal is exotic, the ECD should contact the Cincinnati Zoo at 513-586-6112. During the hours of 0800 and 1700, the Zoo may be able to advise if anyone has reported the animal missing.
    3. If the animal is a pest (i.e., bat, rat), the officer should advise the ECD to notify the UC exterminator or Emergency Maintenance after hours.
    4. A resource for birds of prey (hawks, owls, vultures, etc.) is Raptor Inc. at 513-825-3325
    5. If the animal is a lab animal, attempt to contain and contact the person responsible for the lab animal to respond.
  - D. If a person has been bitten by the animal, the officer should:
    1. Arrange for immediate medical attention.
    2. Write an Information report, and include complete information on the victim, all pertinent information on the owner or harbinger of the animal, and description of the animal. The report should include any information regarding inoculation.
    3. Notify owner or harbinger to confine the animal for a ten (10) day period of observation. Instruct the person not to have the animal inoculated until after the ten (10) day period. See Ohio Administrative Code Section [3701-3-28](#).
    4. Notify the Board of Health by telephone (513) 946-7800 with all information; indicate this has been done on the Information Report. Also write the name of the person who was contacted on the report.
    5. If animal is a stray or unidentified, note this on the Information Report and fill out as much information as possible.
    6. If the animal is located, attempt to contain; if contained, notify the Animal Care Cincinnati to respond to pick up the animal for Board of Health examination.

## ***Animal Complaints***

7. Notify the Board of Health of the containment, and indicate same on Information Report. Also write the name of person contacted on the report.
8. If the animal bites someone and cannot be contained, or is a present danger to others and needs to be destroyed, it shall be done in accordance with UCPD policy 7.1.100 Use of Force.
  - a. Officers should avoid shooting the animal in the head. (If there is a chance that the animal is rabid, the head will be used for tests.)
9. If the animal is a lab animal, attempt to contain and contact the person responsible for the lab animal to respond.