



Board of Commissioners

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COUNTY OF MERCER

ANIMALS IN THE COURTHOUSE POLICY

PCoRP, our county insurance provider, has issued guidelines for animals in the workplace. PCoRP recently notified Mercer County (and other insured members) that allowing non-trained animals and/or non-trained handlers in the workplace opens the County to liability and it is not covered by our policy. Personal Pets are not permitted in the workplace.

Please note the following guidelines and direct any questions to the Chief Clerk.

Per ADA regulations, certain animals are permitted in the workplace. These include:

- Service animals - only a dog or miniature horse can be a service animal by ADA definition.
- Comfort animals.
- Therapy animals.
- Emotional Support animals.

All animals as classified above must be insured by the owner and trained or certified as appropriate.

The owner will need to produce:

- Medical documentation ordering the use of the animal.
- Proof of training.
- Proof of certification.
- Proof of insurance coverage that the County must submit for review with our insurance producer prior to acceptance.
- Animal properly outfitted with identifying vest.

Thank you for your consideration and compliance.