

DEKALB POLICE DEPARTMENT

Subject: **Animal Control & Dog Bite Procedure**

Policy #: **401.6**

Effective Since: 8-21-03

Originally Issued As: General Order # 30 of 2-19-96

Revision Effective: 1-1-19

FTO Training Task: # 42

Reference Material: City of DeKalb Municipal Code Ch. 18

ILEAP Standards Covered: NA

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PURPOSE: The purpose of this policy is to outline the department's general procedures regarding animal control. A proper response to animal calls will protect citizens from the danger of rabies, animal bites, and nuisance situations. Priorities for service will be evaluated relative to the gravity of the situation.

POLICY:

- A. Officers shall make every reasonable effort to capture and confine dogs and other animals under the following circumstances:
1. The animal has bitten a person.
 2. The animal has chased, attacked, or attempted to bite a person, and is thereby vicious and a threat to the community.
 3. The animal is obviously injured.

Whenever it is necessary to confine an animal, officers are encouraged to take appropriate enforcement action against the owner. When apprehending vicious animals, safety of the officer and other citizens shall be of utmost concern.

- B. Officers responding to animal nuisance calls will take appropriate enforcement action taking into account the following:
1. Cooperation of the complainant.
 2. The officer's observations.
 3. If the suspect has prior animal nuisance violations.

DEFINITIONS: provided for in City Ordinance 18.01.

CITY ORDINANCES:

18.03, Restraint of Dogs: "An owner or keeper of any dog shall not permit a dog to run at large within the limits of the City of DeKalb. Dogs at all times shall be kept on a leash or tied, except when confined within or on the premises of the owner or keeper thereof. Dogs shall not be permitted to bite, scratch or otherwise attack people, dogs or other animals."

18.07, Barking Dogs: "Any person who shall own or keep upon his property any dog and permit the same to bark, growl, howl, or whine in a loud manner, disturbing the quiet and peace and the peaceful enjoyment of others of the adjoining property or vicinity shall be deemed to be unlawfully creating, maintaining, and suffering to exist a public nuisance."

18.08, Number of Cats and Dogs: "As a matter of public health, no household shall keep more than three dogs or cats or any combination thereof totaling three in any single dwelling unit." See ordinance for listed exceptions.

18.17, Animals Prohibited: "It shall be unlawful for any person to keep any horse, mule, sheep, goat, cattle, hogs, other domesticated animal or fowl, chickens, ducks, homing pigeons, snakes over six feet in length, or other life threatening reptiles, within the City. Bee keeping is prohibited in the City of DeKalb. In addition, no person shall have a right or property in, or keep, harbor, care for, act as custodian of, or maintain in his possession any dangerous animal (defined as lion, tiger, leopard, ocelot, jaguar, cheetah, margay, mountain lion, lynx, bobcat, jaguarondi, bear, hyena, wolf, or coyote), except at a properly maintained zoological park, federally licensed exhibit, circus, scientific, educational institution, research laboratory, veterinary hospital or animal refuge in an escape-proof enclosure."

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18.19, Abusing Animals: "No person shall inhumanely, unnecessarily or cruelly beat, injure or otherwise abuse any dumb animal, or fail to provide any animal in his charge or custody with proper and necessary food, drink or shelter."

18.20, Injuring Birds or Squirrels: "No person shall take, kill or wound, attempt to kill or wound, by the use of firearms, slingshots, bow and arrow, air gun, pelting with stones or otherwise, any squirrel or bird with the City or shoot an arrow or throw a stone or club or other missile at any squirrel or bird within any private grounds or public park, or ground, or take the eggs or young of any such squirrel or bird."

PROCEDURES:

A. Stray Dogs / Dog Running At Large

If an officer is unable to identify the owner/custodian of a stray dog, the dog should be confined at the Police Department or County Animal Control kennel. If an owner/custodian is identified, that person shall be advised of the city ordinance prohibiting dogs running at large and a report should be written. Enforcement action of City Ordinance 18.02 shall be taken if appropriate; a mail-in city ordinance complaint can be issued.

B. Barking Dogs

Officers shall investigate the complaints of barking dogs, and take enforcement action of City Ordinance 18.07 if appropriate. A mail-in city ordinance complaint can be issued.

C. Dead Animals

Public Works personnel, while on duty, are to remove dead animals. When Public Works personnel are not on duty, citizens should be asked to place dead animals found on private property in bags and dispose of them in their own garbage. They should be cautioned to make sure that the animal is dead before approaching it. If a dead animal is on public property or creates a traffic hazard, officers should place the animal in a bag and dispose of it.

D. Wild Animals

Officers will not be required to capture wild animals unless there is a health, safety, or fear factor involved. Such a determination will be made by the shift commander. County Animal Control may loan cages for capture of wildlife, or the complainant may hire a licensed private service. Officers encountering animals prohibited under City Ordinance 18.17 may seize such animal if possible and notify County Animal Control and/or the State Department of Conservation Police, and take appropriate enforcement action.

E. Cats

The department will provide no service for stray cats. Traps for capture of nuisance cats are available through County Animal Control.

F. Injured Animals

Contact County Animal Control for assistance with injured dogs or other pets whose owners are unknown or unavailable.

Upon the permission of a supervisor, an officer may dispose of an injured wild animal when it is evident that the animal is rabid, diseased, or has sustained injuries that will lead to a slow or painful death. If a firearm is used, such firing must be performed with utmost care and reported in writing to the Chief of Police via the chain of command.

G. Vicious, Dangerous and/or Biting Animals

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Officers shall make every attempt to capture such animals, with assistance from County Animal Control if necessary, and follow appropriate procedures for confinement of animal.

H. Dog Bite Procedure :

1. For dog or other animal bites, conduct a complete investigation:
 - a. Obtain victim's full name, address, and phone number.
 - b. If the victim has not sought medical attention, encourage them to do so. Victims can be advised of the animal confinement procedure.
 - c. Obtain animal owner's full name, address, and phone number; obtain complete information about the animal, as listed on the County Health Department Animal Owner Instructions form (Annex A).
 - d. **DeKalb County Animal Control Warden contact numbers :**
Animal Control Office: 815-748-2427
Warden On-Duty Summer Hours (during daylight savings time) M-F 0700-2100

Warden On-Duty Winter Hours: M-F 0700-1800
On-Call Number, can be called anytime: 815-901-7617
Warden Cell Phones: 815-751-7951 and 815-751-0879
 - e. If the bite occurs when a warden is on-duty, contact them directly as listed above to have the confinement procedure initiated as listed on the DeKalb County Health Department's Animal Owner Instructions form.
 - f. If the bite occurs when a warden is off duty and the animal has current vaccination and tag, complete the Animal Owner Instructions form and:
 1. Give a copy to the owner.
 2. Include a copy with the report.
 3. Tell the animal owner they must abide by the regulations listed on the Animal Owner Instructions form.
 4. Follow the reporting requirements listed in Section 2 below.
 - g. If the animal does NOT have current vaccination and tag, complete the Animal Owner Instructions form as outlined above **AND** advise the owner that the animal must be confined at a veterinary clinic for the ten-day confinement period.
2. Written reports:
 - a. An officer will complete a case report for each animal bite incident.
 - b. Complete the Animal Owner Instructions form as completely as possible, (if a medical agency has already completed this form, obtain a copy to include with the report and ensure its completeness), especially when documenting the animal and its owner. Always obtain the correct, current street address of the animal owner and victim.
 - c. After supervisor review of the report, fax a copy of the Animal Owner Instructions form to Animal Control at: 748-2485 Animal Abuse.

- I. Complaints of animal abuse shall be investigated, and suspects charged where appropriate. The investigating officer may refer an animal abuse case to DeKalb County Animal Control and/or a State-approved Animal Welfare Inspector.

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DEKALB COUNTY HEALTH DEPARTMENT ANIMAL CONTROL PROGRAM :

A. SERVICES TO BE PROVIDED BY THE DEKALB COUNTY ANIMAL CONTROL PROGRAM:

- 1. Issuance of rabies inoculation tags (registration) as proof of rabies vaccination.
- 2. Apprehension and impoundment of dogs running at large. Owners of dogs with tags will be notified and will have seven (7) days to claim their dog. At the end of seven (7) days if not redeemed, the animal will be humanely disposed of or offered for adoption. The majority of dogs without tags will be kept for seven (7) days; however, in some instances, dogs in which an owner cannot be identified will be disposed of after three (3) working days.
- 3. Ten (10) days confinement of any dog or other animal exhibiting clinical signs of rabies.
- 4. Investigation of all animal bites. A dog or animal will be confined for ten (10) days, when it has bitten an individual.
- 5. Investigate, pick up, and/or file complaints regarding dangerous/vicious dogs and/or other animals.
- 6. Investigate livestock kills or injuries. Authorize payment for pick up and disposition of animals killed by unknown stray dogs.
- 7. Loan of cages for apprehension of nuisance cats and wildlife. Individuals will be instructed as to the procedure for disposing of caged animals.
- 8. Confirm complaints of inhumane treatment of animals and refer to appropriate agencies for investigation. (The agency does not perform actual investigations.)

B. SERVICES THAT WILL **NOT BE PROVIDED BY THE DEKALB COUNTY HEALTH DEPARTMENT:**

- 1. Routine apprehension and impoundment of cats running at large.
- 2. Apprehension of wildlife running at large.
- 3. Apprehension of wildlife causing a nuisance on private property (such as raccoons under a porch); or trapping of wild animals. Service may be provided by licensed private agencies.
- 4. Pick up and disposal of dead animals.
- 5. Investigation of barking dog complaints.

C. Contact an on-duty Animal Control Warden for assistance in the following situations:

- 1. Any animal bite.
- 2. Livestock injured or killed by a dog.
- 3. Injured dogs.
- 4. Any animal or wildlife exhibiting unusual signs of behavior such as aggressiveness, viciousness, and/or unprovoked attacks.
- 5. Stray dog where the public is congregating.

Policy originally issued 8-21-03; this revision becomes effective on 1-1-19 by authority of the Chief of Police .

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NOTE: This policy and procedure summarizes the department's position on this specific matter. This policy is for general direction and guidance primarily designed for use by the department's members. This policy is for internal use only and does not create or enlarge an officer's liability in any way. This policy shall not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this policy, if proven, can only form the basis of an internal departmental complaint and then only in a non-judicial administrative setting.

**ANNEX A FOLLOWS, DEKALB COUNTY ANIMAL OWNER INSTRUCTIONS FOR
CONFINEMENT & OBSERVATION OF AN ANIMAL THAT HAS BITTEN A PERSON**

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2550 North Annie Glidden Road, DeKalb, IL 60115

Main 815-758-6673 Fax 815-748-2485

www.dekalbcountyhealthdepartment.org

Animal Control Program 815-748-2427

ANIMAL OWNER INSTRUCTIONS

REGARDING CONFINEMENT & OBSERVATION OF AN ANIMAL THAT HAS BITTEN A PERSON

ILLINOIS LAW (510 ILCS 5/13) REQUIRES ALL ANIMALS THAT HAVE BITTEN A PERSON
BE CONFINED UNDER THE OBSERVATION OF A VETERINARIAN FOR A PERIOD OF TEN DAYS.

***FAILING OR REFUSING TO IMMEDIATELY COMPLY WITH THESE INSTRUCTIONS
IS A CLASS "A" MISDEMEANOR, AND IS SUBJECT TO CRIMINAL PROSECUTION***

IF THE ANIMAL WAS CURRENT ON RABIES VACCINATION AT TIME OF BITE:

- 1 – You Must Contact Your Veterinarian Within 24 Hours, Or ASAP (if not on a business day), and Take Your Animal For An Initial Post - Bite Exam, and
See home confinement instructions below
- 2 – Have a Second Veterinary Exam in Ten (10) Days, and
- 3 – Animal must be microchipped if not already

If no signs of rabies is noted the veterinarian will clear your animal of the confinement and
fax bite exam confirmation(s) to Animal Control.

**IF YOUR ANIMAL WAS NOT CURRENT ON RABIES VACCINATION AT TIME OF BITE YOU
MUST SUBMIT YOUR ANIMAL TO A LICENSED VETERINARY CLINIC FOR THE TEN (10) DAY
OBSERVATION PERIOD**

THIS MUST BE DONE WITHIN 24 HOURS OR ASAP (if not on a business day)

*Show this order to your veterinarian and have a completed post – bite exam confirmation faxed
or mailed to ANIMAL CONTROL. (Forms will be faxed to veterinarians upon request)*

(In the case of animals other than dogs and cats the quarantine will be determined by the Animal Control Administrator)

HOME CONFINEMENT INSTRUCTIONS (PETS CURRENT ON RABIES VACCINATIONS)

After examination by a licensed veterinarian, and if the veterinarian adjudges it satisfactory, the animal involved in the bite case SHALL BE CONFINED at home for 10 days. The animal SHALL be confined in such a manner as to prevent it from biting another person or animal; it may not be left outside unattended at any time. You the owner, accept the responsibility of confinement, and must notify our office immediately if the animal becomes injured, ill, acts strangely in any way, or dies during the confinement. Veterinary confinement or other action can and will be taken if veterinarian or animal control administrator is made aware of any violations of the confinement restrictions. The animal must not be walked or brought out in public without the use of a muzzle.

**IT IS ILLEGAL TO EUTHANIZE, SELL, GIVE AWAY, OR OTHERWISE DISPOSE OF ANY SUCH ANIMAL KNOWN TO HAVE
BITTEN A PERSON UNTIL IT IS RELEASED BY THE ADMINISTRATOR OR HIS AUTHORIZED REPRESENTATIVE.**

Date _____ Police report # _____
Animal owner's name _____
Owner's address _____
Owner's phone _____
Animal name _____ Tag # _____
Victim's name _____
Victim's address _____
Victim's phone _____

By signing this form, you acknowledge
that you are required to take your pet to a
veterinary clinic within 24 hours, and
abide by above instructions as provided
by Illinois law.

Anticipated Vet Clinic

Owner's Signature

Please fax form to Animal Control at 815-748-2485

Original - Owner

Pink - Animal Control

Yellow - Police Dept.