



COLUMBIA HEIGHTS POLICE DEPARTMENT POLICY MANUAL

TITLE: ANIMAL COMPLAINTS AND INCIDENTS	GENERAL ORDER NUMBER: 609
REFERENCES: Minnesota Statutes, Chapter 347, Dogs and Cats	EFFECTIVE DATE: 06/01/2016
REVIEW DATE: 01/01/2019	DISTRIBUTION: A

The purpose of this General Order is to serve as a guideline for Columbia Heights Police Department personnel when handling animal related incidents.

609:1 Animal Bites

609:11 General Procedures

When responding to animal bite calls, the officer shall do the following:

- Render appropriate first aid to the victim;
- Identify the animal by color, breed, size, sex, and name;
- Locate the animal and owner by use of vaccination tags and witness information;
- Determine if the animal has a current rabies vaccination
- Owner must provide documentation as proof of vaccination against the rabies virus. A rabies tag cannot be used as proof.
- Advise the owner of the ten-day quarantine period.
- A community service officer shall inspect the quarantined animal during the ten-day period to ensure quarantine requirements are met.

- The officer verifying the quarantine shall file an investigative report that becomes part of the case file.
- The animal shall be quarantined at the City's contracted animal impound facility if:
 - The animal does not have proof of rabies vaccination documentation.
 - The owner is unknown or cannot be contacted.
 - The owner has a history of failing to comply with the quarantine conditions.
 - The animal is considered dangerous as defined by Minnesota Statutes, Chapter 347, Dogs and Cats.
 - The owner resides outside of the city.

609:2 Citations for Violations

Owners may be cited for:

Animals running at large.

Animals creating a nuisance to the general public.

Any other violations of Columbia Heights City Code of Ordinances.

Note: The owner of any dog impounded shall be cited for the appropriate violation. Request for restitution will be made to

recover fees in the event of a dog bite situation.

609:3 Animals Impounded

609:31 Animal Impound Facility

Animals impounded shall be taken to the City’s contracted animal impound facility if no vaccination documentation can be determined at the time of the call.

609:32 Injured Animals

Injured animal calls will be handled by CSO’s. Officers shall not respond to injured animal calls, other than dogs.

609.321 Injured animals should be taken to the contracted animal impound facility if it provides those services and if the facility is open; otherwise an injured animal shall be taken to Affiliated Emergency Vet Service, 1615 Coon Rapids Boulevard, Coon Rapids, MN 55433 (763-754-9434). The current impound procedures shall be followed.

609:33 Domestic Animals Impounded

The officer that impounds any domestic animal shall complete the Animal Impound form.

609:4 Destroying Animals

609:41 Critically Injured Animals

When an animal is critically injured, the officer shall make a reasonable attempt to notify the owner prior to destroying the animal. If the owner is present, it is their responsibility to have the destroyed animal removed.

613:411

If the owner is not available, the names and addresses of witnesses shall be obtained for verification that the animal was critically injured.

609:42 Guidelines

The following guidelines are provided to aid officers in destroying an animal:

- The supervisor shall be notified prior to destruction unless unusual circumstances prevent it.
- Whenever possible, the animal shall be removed from public view prior to destruction.
- Whenever possible, the animal should be placed upon the ground – not on pavement – to decrease the possibility of ricochet.
- If possible, shoot the animal from close range (5 to 15 feet maximum).
- Shoot down into the animal so that the projectile, if exiting the animal's body, will enter the ground.
- Shoot the animal in the brain to minimize suffering.
 - EXCEPTION: If the possibility of rabies exists or if the animal has bitten someone, the animal cannot be shot in the brain. In these cases, the animal should be shot in the chest cavity, directly behind either front leg. The animal's body must be transported to the State Department of Health at the University of Minnesota, and the City's Health Department shall be notified. If the State Department of Health is closed, the dead animal shall be taken to the University of Minnesota Police Department as they have 24-hour access to the State Department of Health facilities.
- Upon destroying an animal, arrangements shall be made without delay for removal of the animal's body. (If the owner is present, it is their responsibility to have the destroyed animal removed.)

609.43 Dangerous Dog

If the dog is an imminent threat to citizens or policy, the officer may destroy the animal on site.

609:5 Responsibility

Whenever an animal complaint results in the officer having to discharge his weapon, the officer shall notify the senior officer or shift supervisor.

BY ORDER OF:

Scott Nadeau, Chief of Police

[Back to Top](#)