



City of Racine Police Department
Policy and Procedure

Number: 1908

Subject: Animal Bites		
Date Issued: 05-23-80	Effective Date: 10-5-16	Revision Number: 9

POLICY

The Racine Police Department will cooperate with the City of Racine Health Department to investigate incidents where an animal has bitten or scratched (with teeth) a human being. The Department’s role includes, but is not limited to, an initial investigation and report of the incident, determining animal ownership, providing quarantine notification, and enforcement of city animal licensing/vaccination ordinances. The Department is also responsible for dangerous animals.

DEFINITIONS

Bite - To seize with teeth or jaws, so as to enter, wound, or pierce the skin.

NOTES:

All domesticated animals that have bitten a person must be delivered to a veterinarian for a first examination and a quarantine of not less than 10 days. The First Examination and quarantine must take place within 24 hours of the bite. Animals currently licensed (must have a current year Racine County tag) and vaccinated against rabies (as evidenced by a current certificate) **MAY** be quarantined on the owner’s premises following a first examination by a licensed veterinarian.

Animals not currently vaccinated for rabies **SHALL** be quarantined by a veterinarian or at an isolation facility (at the owner’s expense) for a period of not less than 10 days following a first examination.

All animals **SHALL** receive a second examination by a veterinarian on the 10th day following the bite incident.

If a wild animal (raccoon, opossum, bat, skunk and other animals approved by the Health Department is involved in a bite case, the animal must be tested for rabies (if available). (For questions please call 636-9203.) If the animal is still alive, arrangements must be made to transport the animal to Wisconsin Humane Society or Belle City Veterinary Clinic for euthanasia and specimen preparation to send to the State Lab of Hygiene.

Animals that are involved in a bite incident that are deceased (killed by law enforcement personnel or others) shall be transported to secure refrigeration facilities by Wisconsin Humane Society for testing per Environmental Health Department guidelines.

A Phoenix incident report shall be completed when members encounter animal pets that “attack” other animal pets which result in severe injury (stitches, permanent injury) or death.

PROCEDURE

MEMBER/CSO

When notified of an animal bite, member/CSO shall proceed as follows:

1. Respond and arrange for medical care of the victim, as appropriate.
2. Conduct an investigation of the circumstances and complete the Animal Case Entry in Phoenix – Animal Module.
3. If animal ownership is unknown or if the owner is unavailable to take control of the animal, transport to Wisconsin Humane Society.
4. If the animal ownership is known:
 - a. Check for a current year City of Racine Animal license.
 - b. Check for current rabies vaccination certificate (use certificate and not tags) and record the expiration date for the rabies vaccination in the Animal Case Entry and Notification of Animal Bite Form.
 - c. Indicate on the Animal Bite Notification form whether the animal is vaccinated.
5. If you are not presented with proof of a current license and vaccination certificate:
 - a. Issue a citation for Unlicensed Animals, Unvaccinated Animals, and Animals at Large as appropriate (Ordinance 10-36 for Dogs, Cats and Ferrets, 10-37 for Pot-bellied pigs and 10-92(a) Animals at Large).
 - b. Should a follow-up check of the records at City Hall show that the animal was properly licensed and vaccinated, the requirement for quarantine at a veterinarian facility will be waived.
6. Complete the Animal Case Entry in Phoenix. Ensure that license status, vaccination status, and at large status is articulated. Document and describe the injuries in the narrative.
7. Only complete an Incident Report when there is a crime associated with the violations.
8. Conduct follow-up investigation/notification as required.
9. Request photographs for any situation in which the victim will require stitches or permanent damage and in any other case in which evidence can properly be documented by taking a photo. Photograph the following:
 - a. The injury
 - b. The animal
 - c. The facilities and care for the animal to include shelter, food, water, and waste products.
10. Seize the animal when the victim suffers a serious injury.
11. If the animal had to be dispatched after biting someone, ensure that the animal is placed in the refrigerator at the impound lot or at the Humane Society.

SUPERVISOR

1. Review the Animal Case Entry for completeness. There is no prompt, you will have to look in the animal module and search a date range. Sign the bottom of the officer's narrative with "Reviewed by Sgt. (insert name)". The Animal Case Entry needs to be completed and reviewed the same day as reported as the Health Department has follow-up responsibilities the next day.
2. Assign follow-up investigation as appropriate.
3. Ensure that enforcement action and owner notification has been completed; if not, forward to the next shift for follow up. If owner notification is unable to be made, contact the Health Department at 636-9203 or coordinate with the CSO Supervisor for assistance.

LEGAL REFERENCE

City of Racine Ordinance Chapter 10

RELATED
PROCEDURES

[1907 Animal Control](#)

[1909 Animals Running at Large](#)

[1910 Animals Deceased on Public Property](#)

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