

## 4.1 GENERAL VISITS

- **Policy**

The visitation policy is designed to give all inmates the opportunity to visit with family, friends, legal representation, and community resources. Everyone is given the opportunity to be eligible for visitation.

4

## 4.2 VISITATION GUIDELINES

- **Legal / Professional Visitation Schedule**

Legal or professional visitors may visit between 8am and 8pm. These visits do not have to be pre-scheduled.

- **Personal Visitation Schedule**

For personal visits, check the schedule for your visiting day and time. All personal visits will be appointment only and must be scheduled 24 hours in advance. You are responsible for scheduling your visit. No more than three (2) visits are permitted in one week. The week is defined as Monday through Sunday. The visitation schedule is posted on all housing units, inmate kiosks, the prison lobby, and the prison website.

- **Visiting List**

- 1.) You must list the visitor's full name on the Visitors Request Form. If your visitor fails to show for your scheduled visit, it will still count toward your two visits for the week.
- 2.) It is the inmate's responsibility to notify the visitor that they have been placed on the visitation list.

- **Visitation Limits**

- 1.) No inmate is permitted to sign the visiting list more than two times per week. Signing the visiting list in excess of two times a week may result in disciplinary action.
- 2.) If you sign the visiting list and no visits appear for two consecutive visits, you will not be permitted visits the next week.

- **Sharing Visitation**

Inmates are not permitted to share visits with other inmates.

- **Approved Items**

Only legal documents are permitted to be taken to visits. No food, candy, or writing instruments. Excessive mail, pictures, etc. may be sent out with a visitor through a request approved by the Visiting Officer.

- **Visiting Suspension**

Visiting privileges may be restricted or discontinued in the event of an emergency situation or as a result of disciplinary action by the In-House Hearings Committee.

- **Procedure for Requesting Visitation Approval for Former Inmate**

- 1.) The inmate must submit a request form via the kiosk on their Housing Unit to their appropriate Counselor requesting the former inmate be permitted in. The request **must include** the person's name and relationship to the inmate. The relationship must be of a legal nature (parent / child, spouse, etc.) OR there must be a **verifiable** relationship in place (such as the inmate is a parent of child in custody of released inmate or the inmate lives at the same address as the released inmate, etc.)
- 2.) Once the relationship is verified and the restriction criteria are met, the inmate will receive approval or denial for the visit, and the lobby Officer will receive a photocopy of the request. No former inmates will be permitted to enter without an approved request.

- **Denial Criteria for Requesting Visitation for Former Inmate**

(The following restrictions will prohibit any former inmate from entering the institution for an inmate visit)

- 1.) The former inmate must not be on bail for current charges
- 2.) The former inmate must not be a part of the inmate's current criminal case
- 3.) The former inmate must not be on probation or parole
- 4.) The former inmate must not have been a disciplinary problem while he / she was incarcerated at CCP
- 5.) Approval or denial of any visitor is at the discretion of Prison Administration
- 6.) Former inmates who do not meet the "relationship" criteria must wait six months before being permitted to visit.

- **Visitation Guidelines for Personal Visitation**

- 1.) Visitors must show a valid State Photo I.D., Driver's License, or Federal Photo I.D. to be admitted into the Prison for a visit.
- 2.) All visitors are subject to be searched and should be at the prison 10 minutes prior to the visit's start time. Anyone later than 10 minutes past the start time will be denied a visit.
- 3.) All visitors under 18 years of age must be accompanied by a parent or legal guardian and must provide a birth certificate in order to gain admission to the visiting area.
- 4.) All phones in the visiting room are monitored and recorded.
- 5.) Visitors must be dressed appropriately. (No halter-tops, half shirts, short shorts, see-through blouses, mini- skirts, etc.)

- **Visitor Limitations**

Visitors will be limited to one (1) adult and a maximum of two (2) children per visit.

## 4.2 VISITATION GUIDELINES (continued)

- **Visitor Termination Criteria**

- 1.) Any visitor suspected to be under the influence of drugs or alcohol will be denied a visit.
- 2.) Visitors are subject to the rules of this prison. Any violation of these rules may result in termination of a visit and / or suspension of future visitation privileges.
- 3.) Any visitor violating the cellular phone policy will be subject to a minimum thirty-day suspension of visitation privileges.
- 4.) Visitors leaving the Visitors Room for any reason may not return.

- **Inmate Accounts**

Cash or cards will only be accepted through the kiosk. No other forms of payment will be accepted.

- **Contact Visitation**

As of October 2018, contact visitation will not be considered or approved at Cambria County Prison.