

**Regular Inmate Visitation:** Inmates will be permitted to have a maximum of 5 adults on their approved visitors list, along with any children the inmate is the parent or legal guardian of. Anyone under the age of 18 will not be approved unless it is the child of the inmate. You will have 10 days from commitment to submit your requested visitor information. You will be permitted to make **ONE emergency change** to your visitors list within the first 90 days. You will be permitted to resubmit a new visitors list between the 10<sup>th</sup> and 15<sup>th</sup> in the months of March, June, September and December.

Visitor must show a valid, non-expired, photo ID; Driver's License, State Identification Card or Passport. Persons under the age of 18, that are the child of the inmate, must be accompanied by their parent or legal guardian, unless there is a court order or notarized letter from the legal guardian (who must be one of your 5 approved visitors) and must have their birth certificate or valid photo ID. An inmate's wife or husband who is under the age of 18 may visit, with a marriage certificate providing proof of such marriage.

The standard time for visits is one hour. You will be allowed one (1) visit per week with the visiting week starting on Sunday. **Inmates in modified housing for incurring a behavioral infraction will be temporarily limited from visitation.** You must sit in the seat assigned to you by the Corrections Officer. Moving from your assigned seat is grounds for immediate termination of your visit.

**\*All visitation calls are subject to monitoring and recording.**

**Visiting List Restrictions – Only the Warden can make exceptions:**

- Former inmates released within 1 year from any Correctional Facility.
- Person under supervision with any jurisdiction.
- Person pending criminal charges or warrants.
- Active volunteer or programmer at any Correctional Facility.
- Correctional employee from any Correctional Institution.
- Current contract employee from Clinton County Corrections.
- Former correctional employee from Clinton County Corrections.
- Victim of inmate.
- Person cannot be on more than 1 inmates list without special authorization.
- Visitors found to be in possession of contraband will be permanently restricted from future visits at the facility.

**Scheduling:**

- All visits will be scheduled by an approved visitor at least 24 hours in advance but no earlier than 72 hours. The approved visitor will call the Visitation Officer between 8:00 am – 3:00 pm to schedule visits. Phone number is 570-769-7680 ext. 3600.
- The Visitation Officer will schedule the visit based on the designated housing unit schedule and availability.
- Visitors must arrive 10 minutes prior to the scheduled visit or they will not receive their visit.
- If a visitor contacts the facility 1 hour prior to the beginning of the visit due to an emergency situation, the visit will be cancelled without being charged as a “no show.” Another visit will be permitted to be scheduled, if possible.
- If a visitor fails to show up, it will count as the inmates visit for that week.
- If a visitor is a no show for a 2<sup>nd</sup> time they will be permanently removed for the inmates visiting list.
- Extended visits will be considered, by the Deputy Warden, for those on the visiting list traveling 2 hours or more, when space is available. Anyone found to be deceitful will have their visitation privilege revoked.

**Attire - The following types of apparel will not be permitted:**

- See-through (transparent) & spaghetti strap type garments.
- Shorts above mid-thigh level (inseam length).
- Skirts with slits that extend above the mid-thigh.
- Tube/tank top athletic shirts and halter tops (regardless of gender).
- Shirts or jerseys that expose the midriff or significant portions of the torso, and extremely low cut blouses or shirts.
- Spandex clothing (skintight), such as aerobic and jogging attire.
- Ragged or torn jeans (exposing portions of the body above mid-thigh or underwear).
- Inmate and Visitor's attire must include underwear and/or bra to visitation.
- Attire deemed inappropriate by Shift Commander.

**Visitation Room Regulations**

- Visitors will be limited to one adult and a maximum of two children per visit. If two adults are present, they may split the visit one half hour each.
- Person under the age of 18 must have their birth certificate or valid photo ID and be accompanied by their legal guardian,
- No items will be permitted to be taken into the visitation room by the visitor or the inmate.
- Visits will be cancelled immediately for negative conduct by the inmate or visitor.

**Contact Visitation:** The Contact Visitation Program is designed to alleviate the trauma that a child will experience due to the removal of a parent from the child's life. The focus of these visits is the child.

In order to be considered for Contact Visitation you must meet the following eligibility guidelines:

- **Clinton County Sentenced Inmate. If un-sentenced, approval must come from the Courts and the Warden.**
- **Completion of Building Your Family Parenting Program.**
- **No behavioral infractions received within 30 days.**
- **Classification review for security risk.**

All contact visits will be approved at least 24 hours in advance by the Treatment Services Department. Eligible detainees may be approved for, at most, two contact visits in a 30 day period. If the contact visit is not arranged through CYS, it will count as the detainees (1) weekly visit.

The detainee will be permitted to wear street clothes only if they already have appropriate clothing in their property. Clothing will not be permitted to be brought in from the outside.

If the detainees spouse is the legal guardian of the child, the inmate is permitted to have an initial embrace with their arms around the waist and a kiss on the cheek. After the initial embrace there will be no physical contact allowed with the spouse. The inmate may have physical contact with the child but cannot place hands in any part of the child's clothing.

Check in procedures, guidelines and restrictions are the same as previously specified for General Visitation. **Those individuals failing to comply with these regulations shall be denied entry.**

**Professional Visitors:** Those individuals authorized to use Professional Interview status include; attorneys, bondsmen, clergy, law enforcement officials, news media, Pennsylvania Prison Society Official Visitors, approved professional service staff, etc. Professional Visitors must be cleared by the administration prior to the visit. Professional Visits will take place from **8:00 am – 11:00 am, 1:00 pm – 4:00 pm and 6:00 pm – 9:00 pm**. Only your Attorney of Record will be permitted to visit.

## Religious/Spiritual Advisor Visitation

Inmates will be provided the opportunity to meet with an approved Religious/Spiritual Advisor on a one-on-one basis by utilizing the non-contact visitation rooms. The inmate must submit the Religious/Spiritual Advisor's name, religion and church group name for approval. The Chaplain and Administration will approve or deny the request. All approved religious visitors will be placed on the inmate's visitor list as a Spiritual Advisor. The visitor and inmate may each take 1 religious text to the visit. Visits will be 1 hour in length, one time per week. Religious Visits can be scheduled Sunday – Saturday between 6:00 pm – 9:00 pm. The approved spiritual advisor will call in between the hours of 8:00 am – 3:00 pm to schedule a visit. The visit must be scheduled at least 24 hours in advance. This visit will not count as the inmates (1) weekly regular visit.

All visiting records are considered facility records. They are not inmate records.

### Visitation Schedule (Effective 1/27/17):

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
8:00A.M. TO 9:00A.M.	H-BLOCK	G-BLOCK	J-BLOCK	F-BLOCK	K-BLOCK	H-BLOCK	Protective Custody (P/C)
9:00A.M. TO 10:00A.M.	K-BLOCK	G-BLOCK	J-BLOCK	F-BLOCK	K-BLOCK	H-BLOCK	M-BLOCK
10:00A.M. TO 11:00A.M.	G-BLOCK	F-BLOCK	Protective Custody (P/C)	H-BLOCK	<b>No Visits</b>	FEMALES	F-BLOCK
12:30P.M. TO 1:30P.M.	FEMALES	F-BLOCK	K-BLOCK	H-BLOCK	J-BLOCK	G-BLOCK	J-BLOCK
1:30P.M. TO 2:30P.M.	FEMALES	M-BLOCK	K-BLOCK	FEMALES	J-BLOCK	G-BLOCK	H-BLOCK