



## **SOCIAL VISITING**

### **POLICY.**

Corrections staff will permit and encourage lodged inmates to have social visits with family, friends and associates as a part of each inmate's jail programming when it furthers the correctional goals and mission of the Sheriff's Office. All social visits will be consistent with the safe, secure, and orderly operation of the jail. Visits with approved visitors can encourage pro-social interaction with members of the inmate's support systems and help them transition to other correctional facilities or successfully reintegrate back into the community.

### **PURPOSE.**

The purpose of this policy is to establish basic visiting procedures that apply to all visitors and general visiting operations.

### **OREGON JAIL STANDARDS:**

- D-201 Visiting Schedule
- D-202 Number of Visitors
- D-203 Visiting Area
- D-204 Privacy and Monitoring Visiting
- D-205 Contact Visits
- D-206 Visitor Eligibility
- D-207 Identification and Registration
- D-208 Visitor Attire
- D-209 Visiting Rules
- D-210 Special Visits
- D-211 Visit with Minor Children

### **REFERENCES:**

- ORS 125.300 to 125.330, Guardians
- ORS 169.076, Standards for Local Correctional Facilities
- DCAJ Policies:
  - [CD-3-2, Public Information Records Request](#)
  - [CD-3-5, Use of LEDS \[Law Enforcement Data System\]](#)
  - [CD- 6-3, Rules and Discipline](#)
  - [CD-12-2, Inmate Visiting Control](#)

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**DEFINITIONS:**

**Immediate family member.** The father, mother, spouse, sibling, child, or grandparent or grandchild of the inmate. A corrections supervisor may broaden this definition to include a domestic partner or surrogate parent on a case-by-case basis.

**Contact visit.** A visit conducted without contraband barriers or other physical separation of inmates and visitors.

**PROCEDURES.**

**SECTION A: ELIGIBILITY FOR SOCIAL VISITS**

**A-1. Restrictions on an Inmate’s Access to a Visit.** Social visits are a privilege for the inmate.

- a. An inmate may not have a social visit if the inmate—
  - 1) Is serving disciplinary segregation or a cell restriction sanction.
  - 2) Is serving a visiting disciplinary sanction.
- b. An inmate may not have social visits during a meal, lights out, shift change, lockdown, a program event, a health care appointment, inmate worker duties or an emergency situation. Inmates are responsible for telling their social visitors their work or programs schedule.

**A-2. Ineligible People as Social Visitors.** Based on reasonably available information, staff will not permit the following people as a social visitor for an inmate:

- a. Anyone who has been incarcerated in a correctional facility within the last 60 days (on-site visits only).
- b. Anyone on probation or parole (on-site visits only).
- c. Anyone with a no-contact order naming the inmate from a court or probation or parole officer.
- d. Minors, if the inmate was ever convicted or is being held for a sex crime involving a minor.
- e. A registered sex offender, unless authorized by a correction command officer.
- f. Current Deschutes County law enforcement agency (including police departments) or community corrections employees, volunteers, contractors and jail volunteers unless the inmate is a member of the person’s immediate family.
- g. Former Deschutes County law enforcement agency or community corrections employees, volunteers, and contractors that resigned or were removed for an

- inappropriate relationship with an inmate unless the inmate is a member of the person's immediate family.
- h. If a visitor can be connected to a specific incident that has caused interference with a program treatment plan for the inmate. The corrections captain will review and make a determination if the visit would cause further harm to the inmate.
  - i. Anyone whose behavior, criminal history or past visitor conduct gives reason to believe he or she might disrupt or interfere with the safety, security, and good order of the jail.
  - j. Anyone who attempts to smuggle drugs, weapons or other contraband into the jail facilities.
  - k. Anyone with disruptive behavior during visits or anyone who refuses to follow visitor rules.
  - l. Anyone who assists, conspires or otherwise participates in planning an escape or attempted escape.
- A-3. No-Contact Orders.** Jail staff will enter the names on a no-contact order into the Jail Management System (JMS) for the corresponding inmate. Staff will enter the "No Contact Order" under the appropriate code and list comments about the no-contact order and their name in the remarks field.
- A-4. Contact Visit.** Social visitors may not have contact visits with an inmate without a court order.
- A-5. Waiver Authority.** A corrections supervisor may waive the requirements of any procedure in this policy if it is the best interest of the inmate, the public, or the safety, or security, of the jail.

### ***SECTION B: MINORS AS VISITORS***

- B-1. Conditions for Visits by Minors.** The following conditions apply to minors (17 years old and younger) that may visit an inmate.
- a. A minor 15 years old or younger must be the son, daughter, or under the legal guardianship of the inmate.
  - b. An inmate may visit any 16 or 17 year old minor otherwise eligible to visit.
  - c. A parent or legal guardian must accompany a minor of any age on a visit unless the minor is 16 or 17 years old and is legally married to the inmate. (This "chaperon" requirement applies to emancipated minors.)
- B-2. Verifying Relationship of Minor.** The chaperoning adult visitor must present official copies of appropriate documents to prove the relationship of the minor to both the inmate

and chaperoning adult. To be “official,” it must have the issuing agency's authenticating official seal, stamp, or other mark.

- a. For a minor 15 years old or younger, a birth certificate, adoption papers, or other legal guardianship document will serve as proof. An inmate must have legally adopted or have the legal guardianship of a stepchild in this age range. (*Note: A birth certificate can serve as both the accepted identification and proof of relation.*)
- b. A 16- or 17-year-old spouse must show an official copy of the marriage certificate.

**B-3. Accepted Identification:** A 16 or 17 year old requires picture identification. For a minor 15 years old or younger, staff will accept a birth certificate as identification. A minor 15 years old or younger needs picture identification, such as a passport, only if he or she does not show a birth certificate.

**B-4. Control of Minors on Visits:** An adult must constantly supervise a minor (except a minor-spouse) who comes on a visit. The adult may not leave the minor alone or allow the minor to roam around the building. The adult must also have the minor behave in an acceptable manner. If the minor does not go on the visit, a non-visiting adult who came with the adult visitor on the visit must supervise the minor. The adult visitor may not leave the minor with a stranger or with staff. A minor must be 10 years of age or older to remain in the lobby by themselves. A minor must be 12 years of age or older to supervise younger children while the adult visitor is in the visiting area for their scheduled 30 minute visit.

*Note: See the table in Appendix A on page 7 for a summary of all-visiting conditions and listing-as-visitor requirements for minors.*

## SECTION C: LIMITS AND CONTROLS ON VISITS

- C-1. Visiting Hours.** Corrections supervisors will determine visiting days and times, which may vary and change at any time depending on jail needs. The visiting schedule will be listed in the *Inmate Manual* for the inmates.
- C-2. Number and Length of Visits.** An inmate is allotted 60 minutes of free visiting time per week. The inmate may use the free visiting time in increments such as: two (2) thirty (30) minute free social visits per week, or one (1) sixty (60) minute visit if they choose. Additional visits may be scheduled at additional cost.
- C-3. Number of Social Visitors on a Visit.** An inmate may have a maximum of two social visitors per on-site visit. Staff may not split a visit among multiple visitors. A baby or toddler (normally three or younger) will not count as a visitor if he or she sits on an adult's lap during the entire visit. A minor counts as a visitor if the minor uses a seat. Staff will use judgment for allowing a toddler who is small or large for his or her age to

sit on an adult's lap. Only one baby or toddler may go on a visit even if there are two adults visiting.

- C-4. Inmate Status Updates.** The shift supervisor or assigned staff will enter information on inmates' disciplinary segregation or social visiting sanction status into JMS in a timely manner. Deputies will do the same for inmates on cell restriction.
- C-5. Inmate Location Updates.** Deputies will update JMS with the moved inmates' new locations as soon as possible to accurately reflect housing assignments and visitation schedules.
- C-6. Special Visits.** A corrections supervisor may approve individual exceptions to the number or length for visits based on jail needs or unusual family or personal circumstances for the visitor or inmate. Staff will note the exceptions made as remarks in the JMS and include the approving official's name.
- C-7. Inmates Using Other Languages.** Video visitation offers face to face visiting through a video screen to accommodate deaf or hard of hearing visitors see and communicate with sign-language face to face. Visiting can be done in any language between inmates and visitors to accommodate any languages other than English.

#### **SECTION G: SOCIAL VISITOR REGISTRATION**

- D-1. Registration.** All visiting is by appointment only. Visitors must schedule appointments through the third party telephone and video visitation administrator, as outlined in *Inmate Social Visiting Guide Form No. 327*.
- D-2. Visiting Location.** Social visits will take place in the open visiting area at the Work Center. Visiting areas will provide for inmates and visitors to see and hear each other clearly without effort. Social visitors may not have contact visits with the inmate without a court order.
- D-3. Personal Belongings.** The standard restrictions on personal belongings found in DCAJ Policy No. [CD-12-2, Inmate Visiting Control](#), apply to social visitors. Social visitors may not take pens or other writing instruments on a visit. A visitor with a baby may take a limited supply of baby-care items on a visit; however, the visitor may not take baby strollers or carriers.
- D-4. Standard Visiting Controls.** Staff will refer to DCAJ Policy No. [CD-12-2, Inmate Visiting Control](#), for guidance on standard visiting controls that apply to all visitors, such as dress standards, contraband control, searches, metal detector screening and visiting rules.

#### **FORMS USED**

- *Inmate Social Visiting Guide Form No. 327*

- Appendix: Minors as Social Visitors

## APPENDIX: MINORS AS SOCIAL VISITORS

MINORS AS SOCIAL VISITORS				
Age and Type of Minor	LEDS Check Req'd	Conditions	Counts Against Limit on Visitors List	Accepted ID
<b>16 or 17 and <u>is not</u> the inmate's spouse</b>	Yes	<ul style="list-style-type: none"> <li>• A parent or legal guardian must accompany the minor during the entire visit</li> <li>• Must show official proof of relationship to the adult visitor he or she is with (like birth certificate, adoption papers, or a court order)</li> </ul>	Yes	<ul style="list-style-type: none"> <li>• State driver's license</li> <li>• State ID card</li> <li>• School ID card</li> <li>• Passport</li> </ul>
<b>16 or 17 and <u>is</u> the inmate's spouse</b>	Yes	<ul style="list-style-type: none"> <li>• May visit alone if he or she shows an official copy of a marriage license as proof of marriage, otherwise is considered a "friend" for visiting purposes</li> </ul>	Yes	<ul style="list-style-type: none"> <li>• State driver's license</li> <li>• State ID card</li> <li>• School ID card</li> <li>• Passport</li> </ul>
<b>12 to 15</b>	Yes	<ul style="list-style-type: none"> <li>• Must be the child or under the legal guardianship of the inmate</li> <li>• A parent or legal guardian must accompany the minor during the entire visit</li> <li>• Must show official proof of relationship to the inmate and the adult visitor he or she is with</li> </ul>	Yes	<ul style="list-style-type: none"> <li>• Official copy of birth certificate (<i>Note 1</i>)</li> <li>• State provisional driver's license</li> <li>• State ID card</li> <li>• School ID card</li> <li>• Passport</li> </ul>
<b>10 to 11</b>	No	<ul style="list-style-type: none"> <li>• Must be the child or under the legal guardianship of the inmate</li> <li>• A parent or legal guardian must accompany the minor during the entire visit</li> <li>• Must show official proof of relationship to the inmate and the adult visitor he or she is with</li> </ul>	Yes	<ul style="list-style-type: none"> <li>• Official copy of birth certificate (<i>Note 1</i>)</li> <li>• School ID card</li> <li>• Passport</li> </ul>
<b>9 or younger</b>	No	<ul style="list-style-type: none"> <li>• Must be the child or under the legal guardianship of the inmate</li> <li>• An adult parent or legal guardian must accompany the minor during the entire visit</li> <li>• Must show official proof of relationship to the inmate and the adult visitor he or she is with</li> </ul>	No	<ul style="list-style-type: none"> <li>• Official copy of birth certificate (<i>Note 1</i>)</li> <li>• School ID card</li> <li>• Passport</li> </ul>

*Note 1:* The birth certificate may serve both as proof of relationship and identification. A minor 15 or younger needs to have picture identification only if he or she does not have a birth certificate.