

## **4-11/050.00 Court-Ordered Telephone Calls**

The following guidelines shall apply to court-ordered telephone calls:

- All court orders shall be executed as soon as possible
  - All calls shall be made at the expense of the inmate, unless otherwise ordered
  - All calls shall be limited to ten minutes duration, unless specifically authorized for a longer period of time
  - Attempts shall be made to accommodate the inmate as to the time the call is placed
  - After completion of the calls, a "Court Order Executed" stamp shall be affixed to the face of the court order
  - A supervisor shall review the order to ensure compliance
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