5-10/010.00 Inmate Visiting

Each facility shall develop and implement an inmate visiting plan consistent with the Custody Division Visiting Mission Statement. Visiting plans shall include procedures that are reasonable and necessary to ensure facility security and the safety and welfare of the inmates, visitors, and staff.

Facilities that house female inmates shall outline visiting procedures for pregnant inmates during labor, childbirth, and post-partum recovery while hospitalized to ensure compliance with Penal Code section 3408(m).

VISITING LOBBIES

All visiting lobbies shall have informational material available which pertains to Custody Division facilities. This information shall be disseminated to the public upon request and shall include, but is not limited to, the following information regarding each facility:

- Complete street address and telephone number;
- General map location;
- Visiting information such as days of the week, times of the day;
- Visiting rules and regulations;
- Other pertinent information.

The public may also be directed to look for Department, community, and inmate information through the Department's website at www.lasd.org.

VISITING RULES AND REGULATIONS

Each inmate shall be allowed at least two visits, totaling one hour per week. Visits consist of a face-to-face or video visit. Extended visits or additional visits exceeding an inmate’s weekly quota per Title 15 Section 1062, “Visiting,” will be made at the discretion of the visiting supervisor or unit commander.

All public, professional, and law enforcement visitors shall be registered and scheduled through the Inmate Video Visitation System (IVVS) scheduling application. Adult public visitors will be required to be photographed at the time of the account creation and/or on-site check-in. Attorney and law enforcement visitation accounts will contain updated information, in addition, it will contain a current photo or a photo of a valid picture identification. Visiting personnel will ensure the information in the visitor’s account profile is accurate and up to date.

- All public, face-to-face, or video teleconferencing visits at any custody facility or station jail shall be scheduled by the visitor via the Internet, on-site scheduling kiosks, or by authorized personnel.
- All Los Angeles County Sheriff’s Department (LASD) investigators, outside law enforcement agencies, or local/state/federal government branches shall enter their arranged or non-scheduled visits into IVVS by means of the Internet or by authorized personnel in order to physically interview or remotely video conference with an inmate at any custody facility or station jail.

- All professional, on-site visits and interviews, or video teleconferencing, shall be entered into the IVVS by the professional via the Internet, on-site scheduling kiosks, or by authorized personnel to visit or interview an inmate at any custody facility or station jail.

All remote, public video visits (public) and/or video teleconferencing (professional) categorized as a non-professional visit will be [REDACTED TEXT], and may be [REDACTED TEXT] by authorized visiting personnel.

Minors, under the age of sixteen, shall be registered and accompanied by, and remain under the close supervision of, their parent or verifiable legal guardian. Upon prior request from an inmate, their minor children, over the age of twelve (12) years and under sixteen (16) years, may be permitted to visit unaccompanied by an adult with the approval of the facility unit commander.

Visitors and their property shall be inspected for contraband prior to entering public visiting areas. Vehicles entering or parked in a custody facility parking lot may be visually inspected for contraband. Adequate signs shall be visible to give visitors notice that they and their vehicles are subject to search at any time while within the boundary of a custody facility.

Cancellation of Visits - Documenting and Reporting

Visits may not be cancelled unless a legitimate operational or safety and security concern exists. These may include, but are not limited to:

- When medical clearance for an inmate is not granted
- When an inmate is on a restricted status
- When an inmate is relocated to a temporary or new housing location
- When security conditions of the facility preclude visitation for a temporary period of time
- Any person with the intent of misrepresenting visitor account information
- Any person who is in violation of facility rules and guidelines
- Any person who poses a security or safety threat to the facility, staff, or other visitors may be excluded from visiting

All cancelled visits shall be documented by visiting staff in the IVVS and by housing floor staff in the electronic Uniform Daily Activity Log (e-UDAL). Floor supervisors shall review the entries concerning cancelled visits during their daily e-UDAL audits.

[REDACTED TEXT] Per Custody Division Manual (CDM) section 5-10/010.05, “Inmate Video Visitation System,” absent a court order, privileged communications between inmates and their attorneys, religious advisors, and physicians shall not be recorded.

Ex-Felons and Recently Released Inmates

A potential visitor who has been recently released from the custody of any Los Angeles County jail facility shall not be denied visiting privileges based solely on their date of release from the County jail.

Potential visitors who have been previously convicted of a felony, confined in any state prison, or who have subsequently been placed on parole following their release from any state prison, shall submit a written

request to the applicable unit commander requesting permission to enter the facility. The unit commander shall review the request and, upon a determination that the ex-convict has satisfactorily completed their parole and has no other significant issues that would make them a threat to facility security, shall grant approval to visit. The unit commander's written response to the request for visitation shall be provided to the requesting party within 30 days of the date the request was received by the unit commander. The approval shall be documented in the IVVS. In those cases where visiting privileges are denied, the reason(s) will be documented, and the requesting party will be informed in writing of those reason(s).