6-14/050.00 Visiting

Due to differences in the physical layouts and work programs among station jails, the need for visiting procedures may vary from one station to another. Unit commanders shall create visiting unit orders in compliance with CDM section 5-10/010.05, "Inmate Video Visitation System," CDM section 5-10/010.00, "Inmate Visiting," and incorporate the following minimum standards:

Each station shall publicly post their schedule of visiting hours.

Each station shall allow as many in-person visits and visitors as scheduling, space, security, and staffing allow.

SENTENCED INMATES AND/OR INMATE WORKERS

AUTHORIZED VISITORS

Authorized visitors are friends and relatives, including the sentenced inmate/inmate worker's minor children.

- Minors under the age of sixteen (16) shall be accompanied by, and remain under the close supervision of, their parent or verifiable legal guardian. Upon prior request from an inmate, minor children over the age of twelve (12) years and not yet sixteen (16) years may be permitted to visit unaccompanied by an adult with the approval of the unit commander.
- Children under the age of twelve (12) **MUST** be closely supervised by an adult.
- Persons under the influence of an alcoholic beverage or a controlled substance shall not be allowed to visit and are subject to arrest if found to be in violation of the law.

FOOD ITEMS

Visitors may bring food to inmate workers; however, it must be consumed on the day of the visit, excluding reasonable amounts of candy or cookies.

- See station unit orders for each respective station's allowable food procedure

VISITING LOCATION

The visiting area shall afford the sentenced inmate/inmate worker and visitors semi-privacy. At no time shall visiting be permitted behind closed doors, in vehicles, etc.

- See station unit orders for each respective station's visiting procedure

VISITING SCHEDULE

Sentenced inmate/inmate worker visiting sessions shall be offered at a minimum of one day per week, in addition to County-observed holidays, and incorporate weekends and evening hours. Designated visiting days shall offer a minimum of two visiting sessions between the hours of 1000 and 2000 hours.

Each sentenced inmate/inmate worker shall be allowed no fewer than two visiting sessions per week, totaling at least one hour.

- See station unit orders for each respective station's visiting procedure

PHYSICAL CONTACT(INMATE WORKER VISITS)

Greeting hugs, kisses, and hand-holding are acceptable forms of contact.

Any contact of a more explicit nature will result in the termination of the visit.

NON-SENTENCED AND/OR PRE-ARRAIGNED INMATES

The Inmate Video Visitation System (IVVS) may be used as an alternative to in-person visits for non-sentenced/pre-arraigned inmates; however, the practice of utilizing the IVVS shall not preclude in-person visits in the event the IVVS is non-operational or the inmate requests an in-person visit.

AUTHORIZED VISITORS

All persons, regardless of age, are permitted to visit via the IVVS.

Authorized in-person visitors are friends and relatives, including the non-sentenced/pre-arraigned inmate’s minor children.

- Minors under the age of sixteen (16) shall be accompanied by, and remain under the close supervision of, their parent or verifiable legal guardian. Upon prior request from an inmate, minor children over the age of twelve (12) years and not yet sixteen (16) years may be permitted to visit unaccompanied by an adult with the approval of the unit commander.
- Children under the age of twelve (12) **MUST** be closely supervised by an adult.
- Persons under the influence of an alcoholic beverage or a controlled substance shall not be allowed to visit and are subject to arrest if found to be in violation of the law.

FOOD ITEMS

No food item of any kind may be given to a non-sentenced/pre-arraigned inmate.

VISITING LOCATION

- See station unit orders for each respective station's visiting procedure

VISITING SCHEDULE

A non-sentenced/pre-arraigned inmate is entitled to a visit no later than one calendar day following the arrest.

- See station unit orders for each respective station's visiting procedure.

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 station jail staff in the electronic Uniform Daily Activity Log (e-UDAL). Station jail supervisors shall review the entries concerning cancelled visits during their daily e-UDAL audits.

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 determining the person in question 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.

In those cases where visiting privileges are denied, the reason(s) for the decision will be documented, and the requesting party will be informed in writing of those reason(s).