

Coyote Ridge Corrections Center VISIT GUIDELINES

The Department of Corrections welcomes you to Coyote Ridge Corrections Center. We wish to provide a family friendly environment. To do this, there are some security measures we must take to ensure your visit is safe and pleasant. The number of visitors allowed at one time may vary from one facility to another. All facilities are chewing gum and tobacco free. Please read these guidelines carefully so you may have an enjoyable visit.

WHO CAN VISIT

Each offender may have up to seven approved visitors per visit. NOTE: The offender may not be available for a visit. Visitors may avoid making an unnecessary trip, or being turned away, by pre-arranging visits with the offender, offenders have twenty minutes from the time they are notified to report to visitation.

Visitor Reminder: If you no longer wish to be on the approved visitor list, please submit a written request for removal to the Superintendent/designee.

Minors may visit with an approved escort only.

WHEN YOU CAN VISIT

Visiting Times:

Visits at CRCC-Minimum Custody Unit (CRCC-MSU) will take place in the multi-purpose room at the MSU.

Visits at CRCC-Medium Security Complex (CRCC-MSC) will take place in the visitation room at the MSC.

Where	Days	Visit Start Time	Visit End Time
CRCC-MSU	Friday and Monday	6:00pm	8:30pm
CRCC-MSU	Saturday and Sunday	12:30pm	3:30pm
CRCC-MSU	Saturday and Sunday	6:00pm	8:30pm
CRCC-MSC	Friday through Monday	12:30pm	3:30pm
CRCC-MSC	Friday through Monday	6:00pm	8:30pm
Holidays that fall on regular visitation days will follow the weekend visitation schedule. Other holiday visiting times will be posted in advance			

Visitors must leave the facility grounds between 4:00 and 5:50 pm if they wish to continue their visit later on the same day.

Offenders may request arrangements for special situations.

Visitors who leave authorized visitor areas during any visit period will be allowed to return during the next authorized visit period.

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HOW YOU GET THERE

1301 N. Ephrata Avenue, Connell, WA 99326 (509) 543-5800

From Seattle via I-90 take the Othello exit (Hwy 26). Follow Hwy 26 past Othello to the caution light; turn right onto Hwy 17, for approximately 14 miles. Take a left onto Hwy 260 (Connell, Washtucna) for approximately 6 miles. Then take left turn (there is a sign that says Corrections Center next left). Continue past high school, across railroad tracks to stop sign. Take a left and at Y take a right. Follow up the hill, around the corner, and then left onto Ephrata Street. CRCC sits in front of you.

From Tri-Cities take Hwy 395 north for approximately 35 miles. Take Connell exit then first right-handed turn onto Columbia Avenue. Follow through town to Y and take right, follow up the hill and take a left onto Ephrata Street.

WHAT TO DO WHEN YOU ARRIVE

Vehicles/Parking

The speed limit on facility grounds is 15 mph. Speeding will not be tolerated.

Visitors at CRCC-MSU will park in the designated area and check in for visitation in the Public Access area of CRCC-MSU. MSU visitors will park in the designated area and will proceed to check in at the desk in the outer foyer/lobby area of the CRCC-MSU Multi-purpose room.

Visitors should advise visit staff of any needs for reasonable accommodations.

Pets and persons not visiting, including children, may not wait in vehicles. Vehicles should be secured. Non-visiting individuals may not remain on the grounds in the vehicle during visitation. Do not leave vehicles unlocked in the parking lot.

Visitor Check In

Visitors are welcome to arrive ten (10) minutes prior to visits. Please check in at the visitor entrance.

Please inform staff in advance if you intend to share difficult news during your visit. The staff will attempt to make a suitable seating arrangement for your visit.

Identification

All visitors 16 years of age and older will be asked to show current photo identification (e.g., driver's license, passport, military or government identification, tribal identification, alien registration, student identification). Expired or non-photo identification will not be accepted.

Searches

Visitors will be required to sign a search permission form before visiting. Pat, vehicle, personal property, and/or canine searches may be conducted.

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You may bring the following items in a clear plastic coin purse or plastic bag:

- Money – Debitek vending cards are used in Visitation. Cash will not be allowed into the visit room, you will need to put all cash onto the card before entering the visit room. Visitors may purchase a Debitek card to use in the vending machines. To purchase the card, the visitor must have a \$5.00 bill. The machine will not accept any other bills for purchase. Once the card is purchased, visitors can put up to \$75.00 on the card using \$1.00, \$5.00, \$10.00 or \$20.00 bills.
- Keys – At CRCC-MSU only, drivers may keep one manual car key on a non-charmed key ring. The visit staff at CRCC-MSU will determine where keys may be secured. At CRCC-MSU all keys and other items not authorized in the visiting room must be stored in the lockers provided at public access. The items stored must fit into the space provided.
- Medical – Visitors are allowed life sustaining medications or medical equipment that is needed during the visiting period, if the visitor provides proof of prescription of medically authorized need.
- Small comb or brush.

Items for Infants and Toddlers

Infant and toddler items must be stored in a clear plastic bag or container. The following items are allowed:

- Two clear plastic bottles containing water, juice, milk, or liquid formula.
- One plastic Tupperware type child's cup with lid.
- Two unopened plastic containers of baby food in their original packaging with one plastic baby spoon.
- Two bibs.
- Two pacifier or teething object.
- One non-quilted child blanket.
- One change of baby clothing.
- One disposable diaper per hour of visit.
- Baby wipes that have been transferred to a Zip Lock plastic bag prior to visit.

PLEASE ENJOY YOUR VISIT

The following guidelines are in place to ensure a safe and pleasant visit.

Continuation of your visit and visiting privileges will depend on:

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- Visitors arriving without having consumed alcohol and/or an illegal substance, or being in possession of contraband.
- Visitors and/or the offender following the Visit Guidelines, policy and procedures.
- Compliance with search procedures.
- No disturbances or emergency situations within the facility.
- No clear and/or immediate danger or suspicion of criminal conduct that threatens the health or safety of any visitor, offender, or staff.
- Weapons of any kind are not permitted.
- Families are encouraged to be considerate of other visitors. Please avoid loud, excessively emotional, or disruptive behavior.

Dress standards are necessary to ensure the safety and security of visitors and offenders, to promote a non-offensive, family oriented environment, and to provide efficient processing of visitors. The visiting Sergeant/designee will make the final determination regarding the appropriateness of any clothing, footwear, or accessories allowed. The following guidelines apply to visitors 5 years and older:

Clothing

Appropriate, modest clothing should be worn by all visitors. Buttons or closures should be fastened to the degree necessary to maintain modesty. All clothing must be clean and in good repair; free of holes, rips, or tears. Undergarments must be worn, to include briefs and brassieres for females, and briefs, boxers, or long underwear for males. If you are not in compliance with the dress standards your visit will be denied or terminated.

Examples of inappropriate clothing include:

- Clothing that might expose undergarments, cleavage, stomach/midriff, bare back when arms are raised or bare chest.
- Tight or form fitting clothing.
- Low cut tops or bottoms.
- Clothing that is sheer, see through, or mesh (other than hosiery).
- Fish net stockings.
- Camisole type/halter or tank tops, and sleeveless blouses or shirts. (even if worn under other clothing).
- Camouflage, bibbed attire, cargo or painter pants, or any clothing that might be considered difficult to search (e.g.: excessive pockets).

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- Padding or layering of one outer garment over another.
- Clothing referring to obscenity, alcohol, drugs, gang references, weapons, or sex in any form.
- Wraparound clothing with full length openings.
- Shorts, including culottes and cutoffs.

Dresses, skirts and slits in clothing must be no shorter than 3 inches above the knee.

Visitors will be prohibited from bringing hooded or heavy, parka style coats into the visit room. Such items need to be hung on coat racks in the lobby area.

Footwear

- Shoes, sandals, and boots must be in good repair. Flip flops/thongs, shower shoes, slippers, or foul weather style boots or shoes and quilted or fur lined snow boots will not be allowed.

Accessories

- Jewelry that hides other items (e.g., broaches, lockets, pins, or jewelry that looks like a key) is not allowed. The following items are permitted:
 - Four pieces of jewelry in piercings (e.g., one nose, one lip, 2 ears, or the combination of 4 pieces of pierced jewelry).
 - One watch.
 - Wedding ring set and one ring.
 - Two necklaces.
 - Two bracelets.
- Two pair of eyeglasses
- Belts may be worn, excluding money belts or belts with compartments.
- Religious and medically necessary head coverings may be allowed with written verification.

Clothing and accessories other than those listed above, or other items considered to be a threat to the security and safety of offenders, visitors, or staff as determined by the Superintendent/designee, will prevent your visit.

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COURTESY DURING VISITS

The Department of Corrections supports visitation for offenders in order to preserve and strengthen families and friendships, provide an opportunity for offenders and their family to participate in positive relationship building programs and to assist the offender to develop appropriate re-entry/release resources. Your cooperation and the cooperation by all participants is expected to maintain visiting programs which help offenders preserve positive ties with family and friends.

The following visit room guidelines will help to ensure that visits are a pleasant experience for all participants:

- A brief hug and kiss no longer than five seconds is permitted at the beginning and conclusion of visits.
- During the visit, the only physical contact allowed between offenders and adult visitors is holding hands with hands in plain view on or above the table top. As visiting areas are family friendly environments, caressing of any form will not be allowed.
- Conversations should remain quiet, without harsh language or swearing, encouraging pleasant and caring family interaction. If you have a child that cries or disturbs other visits repeatedly, you may be asked to leave.
- Visit areas are provided for all visitors. Please use visit room furnishings for their intended use.
- Because time is limited, the focus and interaction must remain between the offender and his/her own visitors and family. Speaking to other visitors or offenders is not permitted.
- During visitation, Debitex cards may be used for purchases from vending machines by both offenders and visitors.
- Visitors are reminded to take Debitex cards with them when they leave.
- All food and drinks purchased during visiting will be consumed or thrown away before the end of the visit, no purchased items may be taken out of visitation
- Children must be under direct supervision and within sight of the visiting parent or guardian at all times, including children using the restroom. Offenders may supervise their visiting children while the adult visitor uses the restroom.
- Roughhousing and horseplay will be stopped immediately by the visiting parent.
- Verbal corrections and time-outs are the only allowable forms of discipline during visits.
- Showing affection, holding, and playing with visiting children promotes positive family interaction. Please remember to be considerate of other visitors and your public surroundings. In addition to brief, appropriate contact at the beginning of each visit, an

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offender may have physical contact with his/her child(ren) up to the age of 8 in a manner that respects the child's feelings and physical boundaries. Facility visitation staff will monitor the child(ren) for signs of disengagement (e.g., pulling away, crying, screaming, etc.) and will, if appropriate, instruct the offender to discontinue the physical contact or return the child to the guardian.

- The offender may show affection toward the child (e.g., hugs or kisses).
- Grooming (combing hair. etc) may be done at the assigned table.
- When changing children's soiled garments, please use the provided changing areas.
- Visits may become emotional at times. Should this happen, a staff may check on your visit.
- Please put away all items used during visits (i.e., games, toys, books). Please throw trash and recyclables in provided containers at the end of your visit.
- A five (5) minute warning will be given so that all items that have been checked out can be returned and trash picked up and disposed of before the end of visitation. It is the offender's responsibility to make sure the area has been cleaned up.