



STATE OF WASHINGTON  
DEPARTMENT OF CORRECTIONS

APPLICABILITY  
**PRISON/REENTRY**  
FACILITY/SPANISH MANUAL

REVISION DATE  
12/21/21

PAGE NUMBER  
1 of 5

NUMBER  
**DOC 450.050**

**POLICY**

TITLE

**PROHIBITED CONTACT**

**REVIEW/REVISION HISTORY:**

- Effective: 6/30/96
- Revised: 4/21/97
- Revised: 12/1/99
- Revised: 12/2/02
- Revised: 4/27/07
- Revised: 5/9/08
- Revised: 4/30/09
- Revised: 8/30/10
- Revised: 4/1/12
- Revised: 6/15/15
- Revised: 11/21/15
- Revised: 12/21/21

**SUMMARY OF REVISION/REVIEW:**

Updated terminology throughout  
Il.C. - Adjusted as person-centered language


**APPROVED:**

Signature on file

\_\_\_\_\_  
**CHERYL STRANGE**, Secretary  
Department of Corrections

12/7/21

\_\_\_\_\_  
Date Signed

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**REFERENCES:**


DOC 100.100 is hereby incorporated into this policy; [WAC 137-48](#); DOC 490.800 Prison Rape Elimination Act (PREA) Prevention and Reporting

**POLICY:**


- I. Consistent with legitimate penological objectives and public safety, the Department will restrict an incarcerated individual’s contact in any form (e.g., visits, correspondence, telephone) with specific persons or classes of persons.

**DIRECTIVE:**

- I. Criteria
  - A. An individual’s contact with specific persons or classes of persons will be restricted or prohibited when:
    1. The individual’s Judgment and Sentence prohibits contact with the person or class of persons during incarceration or upon release.
    2. The person, or parent/legal guardian if the person is a minor, has requested in writing that contact be stopped or restricted.
    3. There is an active No Contact Order with the person.
  - B. An individual’s contact with specific persons or classes of persons may be denied or restricted for reasons including, but not limited to:
    1. The individual participated in a crime of conviction with the individual.
    2. A current Pre-Sentence Investigation recommends no contact.
    3. The nature of a specific treatment program requires prohibited contact with the person or class of persons.
    4. The person or class of persons has been victimized by the individual.
    5. Facility management has reason to believe that allowing contact would conflict with sound correctional practices or legitimate penological objectives.
    6. The person was found to have engaged in staff sexual misconduct against any individual as defined in DOC 490.800 Prison Rape Elimination Act (PREA) Prevention and Reporting.

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7. The person was found to have committed staff sexual harassment against any individual as defined in DOC 490.800 Prison Rape Elimination Act (PREA) Prevention and Reporting.
- C. An individual may be prohibited from contact with the individual's own child(ren) only if the individual's Judgment and Sentence and/or a No Contact Order prohibits contact, or if necessary to protect the child(ren) from any specific and documented threat of harm. Documentation includes, but is not limited to:
1. A written opinion from a mental health professional or Child Protective Services, and
  2. Specific verified incidents of harm to the child(ren) resulting from contact with the individual while the individual was incarcerated in a Department facility.
- II. No Contact Process
- A. Recommendations for no contact that are not a condition of the Judgment and Sentence will be submitted to the Correctional Program Manager (CPM)/Reentry Center Community Corrections Supervisor (CCS) for approval.
1. The case manager will initiate DOC 21-761 Prohibited Contact Review.
  2. If the individual is receiving mental health treatment or participating in a sex offender treatment program, the mental health professional will review DOC 21-761 Prohibited Contact Review and provide a written opinion to the CPM/CCS.
  3. If contact is prohibited, the CPM/CCS will ensure the DOC 21-761 Prohibited Contact Review is distributed to inform the individual and employees/contract staff.
  4. Appropriate records employees will document court ordered prohibited contact information on the Conditions screen in the electronic file using the No Contact (NC) code.
  5. In Prisons, employees/contract staff responsible for documenting visit information will enter prohibited contact information in the Public Access System.
- B. Unless the no contact provision was ordered by the court, the individual may appeal the order in writing to the Superintendent/CCS at the facility which


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initiated the order or the current facility, stating the circumstances surrounding the provision and why contact privileges should be restored.

- C. If the individual is transferred to another facility, reinstatement of contact will only occur when the Superintendent/CCS of both facilities agree.
  - 1. If both parties do not agree, a referral may be made to the appropriate Deputy Assistant Secretary or the Reentry Center Administrator.

### III. Restriction Process for Staff Sexual Misconduct/Harassment

- A. Presumptive restrictions for contact between a person found to have engaged in staff sexual misconduct and any individual, except an individual who is the staff's non-victim family member, are as follows:
  - 1. Substantiated allegations of sexual intercourse, as defined in DOC 490.800 Prison Rape Elimination Act (PREA) Prevention and Reporting, will result in:
    - a. Permanent restriction on visitation, which may be appealed after 3 years.
    - b. An 18 month restriction on telephone and mail communication, including eMessaging.
  - 2. All other substantiated allegations of staff sexual misconduct will result in a one year restriction on telephone and mail communication, including eMessaging, and a 2 year restriction on visitation.
- B. At the time the allegation is substantiated, the Appointing Authority will ensure notification is made to the mailroom, Visiting, and the Intelligence Officer to ensure the restrictions are put in place.
- C. With Deputy Assistant Secretary or Reentry Center Administrator approval, the Appointing Authority may grant a request for an exception to the presumptive restrictions, but only when extraordinary circumstances support the request and granting the requested exception will not undermine the Department's zero tolerance of all forms of sexual misconduct.
  - 1. Before exception or lifting of restriction will be considered, the individual must submit a signed DOC 21-067 Request for Visitation/Release confirming the individual is freely participating in communication with the person.

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2. Appointing Authorities will consult with the Deputy Secretary for possible pursuit of a no contact order between the person and the individual.

D. Violation of restrictions may result in an extension of the restriction.

**DEFINITIONS:**

The following words/terms are important to this policy and are defined in the glossary section of the Policy Manual: Mental Health Professional. Other words/terms appearing in this policy may also be defined in the glossary.

**ATTACHMENTS:**

None

**DOC FORMS:**

DOC 21-067 Request for Visitation/Release  
DOC 21-761 Prohibited Contact Review