

## **EXTENDED FAMILY VISIT PROCEDURES**

The Superintendent/designee has the authority to approve, suspend, interrupt, or cancel visits. The visit may be interrupted during an emergency or for an operational concern

Procedures for urinalysis testing of the individual before, during, and after visiting will be conducted per DOC 420.380 Drug/Alcohol Testing

### **Searches and Counts**

The Superintendent/designee will establish search procedures for:

- Visitors and their property entering and leaving the facility, consistent with DOC 420.340 Searching and Detaining Facility Visitors
- Individuals entering and leaving the Extended Family Visit (EFV) unit, consistent with DOC 420.310 Searches of Incarcerated Individuals
- The visit area before and after the visit

The Superintendent/designee will establish count procedures for the visit area consistent with DOC 420.150 Counts

### **Medications, Durable Medical Equipment, and Medical Care for Visitors**

The Superintendent/designee will establish procedures for the control of visitor medications and durable medical equipment (e.g., cane/walker, oxygen equipment) during the visit

Visitors will document the need for any durable medical equipment and Over the Counter and prescribed medication on DOC 14-213 Visitor Medication and Durable Medical Equipment Questionnaire

- The facility must receive the form before the visit
- Medications are for visitor use only
- Medication will only be allowed if current and in the original container/packaging (e.g., blister pack)
  - Prescription medication must be labeled by a licensed pharmacy
- Visitors may bring only the prescribed/recommended amount of medication to last the duration of the visit

Medical care for visitors will be limited to emergency medical treatment provided by facility medical employees/contract staff, if available onsite

### **Family Planning and Prevention of Sexually Transmitted Infections**

Condoms will be available in the EFV unit and checked monthly (e.g., expiration dates) by Health Services

- Spouses/state registered domestic partners may bring additional barrier protection and/or birth control (e.g., birth control pills)

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Family planning information will be made available upon request from Health Services where the individual is housed

### **Allowable Items for Visitors**

Visitors may bring items identified in the EFV Resource Guide for Families

- An ice chest may be used to transport cold products to the facility/EFV unit as identified by the facility
- Employees will inspect and/or x-ray food items
- When necessary, employees will watch as the visitor transfers items to plastic bags/containers provided by the visitor
  - Items may not be allowed if a plastic bag/container has not been provided by the visitor for the item to be transferred
  - Liquid will not be transferred to a plastic bag

### **Allowable Items for Individuals**

In addition to what they are wearing, individuals are only allowed to bring items identified in the EFV Resource Guide for Families

- Items will be inventoried at the beginning and end of the EFV using DOC 21-007 Extended Family Visit Allowable Items Inventory
- Individuals are encouraged to secure their personal property in their locker or other secured space before attending the EFV and will sign DOC 21-148 Extended Family Visit Property Waiver if leaving personal property unsecured

### **Donations**

CDs, DVDs, videotapes, and computer games will only be allowed if donated to the facility for EFV use in advance of the visit and the Superintendent/designee will establish a checkout procedure for these items

- Donations will follow DOC 210.060 Donations
- Donated CDs, DVDs, and videotapes must be rated PG-13 and under or equivalent
- Donated video and computer games must be rated Everyone 10+ and under or equivalent
- Unrated (i.e., "NR") items will not be allowed

### **Safety and Sanitation**

The Superintendent/designee will ensure that the EFV unit and surrounding areas are kept in a safe and sanitary manner

- Written information on emergency and evacuation procedures will be maintained in a conspicuous, easy to locate place in the units

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- Individuals and visitors will ensure that the EFV visit area is left in clean and undamaged condition per established checkout instructions
- A schedule will be established to maintain cleanliness. Units will be periodically closed for extermination, painting, major repairs, and deep cleaning
- An ongoing inventory will be maintained of EFV unit contents