



CENTRE COUNTY CORRECTIONAL FACILITY

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Warden

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Visitation Procedures

Policy: To afford all inmates the opportunity to visit with family, friends, legal representation, community resources, and to establish guidelines that govern the visits for both inmates and visitors.

Procedure: All Professional Inmate Visitors, General Inmate Visitors, facility visitors, and groups utilizing the Community Rooms will enter the facility by the Visitor's entrance.

All visitors and their possessions are subject to search.

All visitors must go through the metal detector. If the visitor does not pass the metal detector test, the Officer will use the hand held detector. If the visitor does not pass this test, the visit can be refused.

Visitors must be dressed appropriately. No halter tops, half shirts and/or tube tops, see-thru blouses, miniskirts, etc...

Visitors must show a valid state or federal photo ID.

All visitors must sign in to the paper log at the officer's desk.

Any visitors suspected of being under the influence of drugs or alcohol will be denied visitation.

Upon entering the facility, all visitors will place their valuables in the lockers provided (in the public lobby area).

All visitors are subject to all rules and regulations governing visits. Any violation of these rules or regulations may result in termination of a visit and suspension of future visitation privileges.

General Inmate Visits:

- Visits will take place in the Visiting Rooms on the mezzanine level of each housing unit.
- Work Release visits will take place adjacent to the lobby.
- All inmate general visits will be non-contact.
- Contact visits will only be permitted for those inmates who are receiving visits arranged through Children and Youth Services.
 - Only the Warden or their designee can grant an inmate request for a contact visit if Children and Youth Services are not involved.
- General visits will take place seven days a week from 12:45-9:00 pm.
- All visits will be scheduled 24 hours in advance by the inmate.
- A visit will be one hour in length.
- Inmates are permitted one visit per week, Sunday through Saturday, plus one extra visit per month during any week in the month.
- Inmates in the Restricted Housing Unit will not be afforded a special visit.
- If the requested visitor is a former inmate at the facility and is within 6 months of release, the visitor will be denied visits.
 - If the visitor is a former inmate, the inmate can send a written request to the Warden asking for the visitor to be approved to visit. The Warden or his designee will make the determination on adding the visitor.
- Individuals under any type of court supervision, including pending charges and bail, will not be permitted to visit unless written approval is obtained from the Warden
- Only legal documents are permitted to be taken on a visit.
- No food products, candy, writing instruments etc. are permitted.
- Visitors under 18 years of age must be accompanied by an adult.
- Visitors will be limited to one adult and a maximum of two children per visit. If two adults are present, they may split the visit one half hour each.
- Visitors will have until 10 minutes from the start of the scheduled visit to arrive at the facility.
 - If the visitor does not arrive within the 10 minute grace period, the visit will be canceled, and the visitor will be turned away when they arrive.
 - If the visitor fails to show for the scheduled visit or is late, the inmate will be charged for the visit.
- Visitors leaving the Visiting Room for any reason may not return.
- Inmates and visitors will not share their visit with other inmates and visitors.

Professional Inmate Visitors:

- Attorneys, members of Law Enforcement, and Volunteer/Service Providers will be assigned to meeting rooms along the main corridor of the facility.
- Attorneys will only be allowed to visit with an inmate for whom he/she is the Attorney of Record. All other attorney visits must be requested by the inmate or attorney to the Director of Treatment.
- Attorneys will be afforded privacy of conversation.

Religious/Spiritual Advisors:

- Inmates will be provided the opportunity to meet with an Approved Religious/Spiritual Advisor on a one-on-one basis.
- The Religious/Spiritual Advisor will complete a Religious/Spiritual advisor application. The Advisor will also provide documentation of proof of credentials. Example: Rabbi, Priest, Pastor, Imam, etc.
- The CCCF administration will review the application and approve or deny the application.
- The advisor will not count as one of the 10 approved regular visitors on the inmate approved list.
- CCCF inmates may only have one Religious/Spiritual advisor listed on their visitor list at any time.
- Visits will be coordinated through a CCCF counselor.
- Religious/Spiritual visits will take place in the housing unit visitation rooms.
- The visits will be one hour in length and will be limited to one per week.
- Advisors will be afforded privacy of conversation.
- The Religious/Spiritual visit will not count as a regular or special visit for the inmate.
- The Religious/Spiritual Advisor and CCCF inmate may each take 1 religious text to the visit.

Community Room:

- Groups utilizing the Community Room for scheduled events will be subject to search, and must abide by all facility policies.