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STATE OF NEVADA
DEPARTMENT OF CORRECTIONS

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VISITING RULES AND REGULATIONS

Effective December 10, 2015

THERE IS NO VISITING HELD ON TUESDAY, WEDNESDAY, AND THURSDAY WITH THE EXCEPTION OF SCHEDULED LEGAL VISITS.

GENERAL POPULATION

Friday

- 10:30am to 7:00pm
- Check-In times for Friday are: 10:00am to 10:30am; Noon to 1:00pm; 4:00 to 5:00pm

Saturday & Sunday

- 8:00 AM- 4:00 PM
- Check-In times for Saturday/Sunday visiting are 7:30am to 8:30 am and Noon to 1:00pm
- Visiting is on a first come first serve basis, we do not reserve tables for anyone except professionals entering with a memo.

SEGREGATION HOUSING

Monday only:

Administrative Segregation

- Visiting from 8:00 AM to 10:45 AM
- Check-In starts at 7:30 AM
- Entry allowed 8:00 AM to 10:00 AM
- 4 visitors max

Protective Segregation

- Visiting from1:00 PM to 4:00 PM
- Check-In starts at 12:30 PM
- Entry allowed 1:00 PM to 2:30 PM
- Four visitors max per visit

Disciplinary Segregation

- Visiting from 1:00 PM to 4:00 PM *BEHIND GLASS*
- Check-In starts at 12:30 PM
- Entry allowed 1:00 PM to 2:30 PM
- One non-contact visit per month/ two visitors

Approved visitors for Segregation inmates must call from Friday at noon to Sunday (no later) the week prior, to schedule a Monday visit.

Institutional count times are 11:15 AM and 3:30 PM daily. Visitors are not allowed to enter or leave the Visiting Room DURING count as well.

******PROFESSIONAL VISITORS* require a phone call to the Warden's office no more than two weeks in advance and no less than 24 hours in advance. Visits will be conducted within the Main Visiting area and only during normal Visiting days/hours. A memo will be written, and if approved, distributed. All Professional Visitors have a "specific time of entry". There is no window of arrival.**

**** LEGAL ATTORNEY VISITS* **will be scheduled by the Warden's office. Legal Attorney visits will be conducted within the designated interview room located within the Operation's area.**

PRIOR APPROVAL -Any person arriving at this facility without prior approval will not be granted entrance. All prospective visitors, (including minors), must fill out a Nevada Department of Corrections (NDOC) *Visiting Application* completely; any blanks or unanswered questions will result in the application being returned to the applicant unprocessed. We accept only the original. The visitation process may take several weeks depending on how many applicants we have processing at the time. Letters will be mailed to each applicant informing them of the outcome of their application. Faxed applications will not be accepted.

IMMEDIATE FAMILY MEMBERS are defined as spouse (common-law is not recognized), father, mother, step-father, step-mother, sons, daughters, brothers or sisters, grandparents, grandchildren, step-children, step-grandchildren, aunts and uncles and/or legal guardian (such as foster parents).

MINORS AGE 16 AND 17 unaccompanied by parent(s)/legal guardian(s) must have a notarized letter from the minor's Parent(s)/guardian(s) indicating his/her permission to visit without an adult. Other minors will not be allowed to visit unless they are under the supervision of their parent/guardian who is on the inmate's approved visiting list.

CHILDREN (UNDER 18) The approval process is as follows; a notarized visitation application MUST be accompanied by a birth certificate and picture ID (such as state ID, or a picture of the minor). If children reside with a legal guardian, guardianship documents are also needed. If the parent/legal guardian of the approved minor is not an immediate family member, a notarized letter from the legal guardian is needed granting permission of an approved adult visitor on the inmate's list to escort the minor.

Persons shown by substantial evidence to be of a harmful effect to an inmate or who constitutes a threat to the security of the institution will not be approved. Any falsification or omission of information may be cause to deny approval or withdraw prior approval. Any person under the influence of drugs or alcohol will be denied.

IDENTIFICATION for visitors 16 years of age and older must present verifiable proof of identification such as State or Federally issued I.D., Driver's License, Passport or Consular I.D when checking in for a visit. Identification must be provided each time you come in for a visit. Persons without proper identification or who cannot establish identity by any other means shall not be permitted to visit.

CONDUCT OF VISITORS - The visiting center is furnished and maintained so as to make your visit as pleasant as possible. Any deliberate negligence of these facilities may result in suspension of that and/or future visits. At no time while in the visiting center will visitors communicate in any fashion with any other visitors or inmates (other than the inmate they are scheduled to visit). Wandering into an off limited area, sitting/standing with your back to the Visiting Officers, acting in a manner unacceptable in a public situation, are grounds for terminating the visit. Visitors entering or leaving any facility are not permitted to speak with any inmate through the gate; violators are subject to suspension of visiting privileges. Adult visitors will not sit on the same side of the table as the inmate (children 8 and under are excluded from this rule). They will be seated in the center of their side of the table with their legs under the table and their hands on top of the table at all times. Sitting on the edge of the tables is not permitted.

The following actions may result in termination or suspension of visiting privileges:

1. Serious and/or frequent violation of any/all visiting rules
2. Failure to properly supervise minor children
3. Any aggressive or abuse behavior by visitor or inmate
4. Presence in any restricted area
5. Vandalism of any State property
6. Sharing chairs or sitting with backs towards the visiting room officer
7. Any sexually stimulating activities
   A. Only one (1) embrace and one (1) kiss are allowed upon arrival and departure. No prolonged kissing is permitted. Placement of hands/arms during the embrace will not be below the waist of the person.
   B. Hand holding is permitted, as long as it is done on top of the table
   C. No petting allowed
   D. No sitting on laps, lying against, across or on top of each other
   E. No sitting or lying on floor
   F. No close body contact while standing, sitting or walking
   G. No placing hands inside clothing
   H. No saving/reserving tables or chairs. If all of the occupants leave the table at the same time, you must take all of your personal items and the area will be deemed empty
   I. Inmates will not be allowed to escort visitors to the visitor exit door
   J. Visitor seating will be assigned by the visiting room officer(s)
   K. No running, skipping or jumping in the visiting center

LIMITATIONS - *Each* inmate may have only four **(4)** visitors at a time including minors (excludes Disciplinary Segregation)**.** The total number of people allowed in the visiting center will not exceed 148. The Warden, along with the approval of the Director, may regulate the number of visitors, hours of visitation, and termination of visits for reasons of space, security and institutional emergencies. The children's play area is for the adults with children ONLY.

SEARCHES - All persons and vehicles entering State property are subject to search. Visitors will be required to sign a "Consent to Search Form"; refusal will result in denial of visit. If required, visitors shall consent to a clothed body search performed by an Officer of the same sex. Visitors may be required to remove shoes, jackets, etc. but no intimate apparel. All visitors must pass through a metal detector. All visitors may be fingerprinted.

CHILDREN are the responsibility of the visiting adult. Any discipline is the visitor's responsibility. Inmates are not to use physical discipline (spanking) under any circumstances. Children must be kept in the area of the responsible adult and supervised at all times. Children must leave with the same adult who brought them.

BREASTFEEDING - In accordance with NRS 201.232 Breastfeeding, Visitors whom are breastfeeding will be permitted to breastfeed their child either at the assigned visiting table or at another vacant table upon the visitor's discretion.

*****SPECIAL NOTE*****

Once a visitor has passed the metal detector **you will not be allowed to leave that area** for any reason and return at a later time to visit during that day. This includes, but is not limited to:

- **Dress code violations**
- **Returning items of value not allowed in the visiting center**
- **Or returning to your car for something you forgot**
- **Visiting Officers/staff will not hold any items at the check-in area.**

VISITOR'S DRESS CODE applies to all visitors over the age of EIGHT (8) years of age:

NO Blue jeans of any kind
NO Culottes
NO Blue shirts, skirts, pants, or jackets
- Absolutely NO shades of blue such as, but not limited to, aqua marine, teal, light blue or navy blue

NO Plain white T-shirts
NO Sleeveless tops, halter tops, tank tops or dresses
- Sleeves must extend 2 inches over the shoulder

NO Midriff shirts (must cover the belt line)
NO Low cut blouses, dresses, or plunging necklines in the back or front of any garment
NO Zip up tops or blouses
NO See-through clothing
- Must not be able to see undergarments

NO Shorts worn by either male or female over the age of 8
NO Wrap around skirts
NO Hooded jackets, shirts and sweaters
NO Sweat type suits, pants, shirts/ jogging suits of any color
NO Clothing depicting any athletic sports team or activity
NO Extreme baggy pants (male or female) as determined by visiting Staff
NO Hats/headbands, scarves, bandanas or any gang paraphernalia
NO Bare feet or flip flops (shoes must be worn at all times
- Sandals with a strap around the heel and a **closed toe** are acceptable

NO Open toed shoes will be permitted.
NO Sunglasses (prescription only)
NO Gloves
NO Nursing or medical uniforms/scrubs
NO Shoes of any type with heels more than three (3) inches high
NO Boots higher than mid-calf
NO Excessive jewelry (rings, bracelets, necklaces or earrings)
NO Tight fitting clothing

NO Stretch skirts or tight fitting skirts of any fabric
NO Spandex-type clothing (allowances may be made for pregnant women)
NO Mini-skirts or mini-dresses
NO Slits longer than three (3) inches in skirts/dresses
NO Floor length skirts or dresses
NO Dresses or skirts with buttons or zipper the total length of the garment

- Dresses are allowed- must be two (2) inch sleeves/ mid calf length
- Skirts and Capri pants are allowed
    - They must cover the entire knee while sitting and standing
    - Length is mid calve or four (4) inches below the knee while seated
- Velour (velvet material) pants and Capri suits are allowed

NO Wigs, toupees, or hair pieces

Jewelry is allowed in modest amounts. Perfumes and colognes are allowed in modest amounts. Undergarments (bras, slips, underwear, etc.) will be worn by both men and women at all times.

PLEASE BE ADVISED THAT THE DRESS CODE IS STRICTLY ENFORCED. WE ASK THAT YOU CHECK YOUR CLOTHING AND POCKETS PRIOR TO OUR VISIT TO ENSURE YOU ARE IN FULL COMPLIANCE.

FAILURE TO COMPLY WITH THE DRESS CODE WILL RESULT IN TERMINATION OF THE VISITING PRIVILEGE FOR THE DAY

OTHER ITEMS FOR WHICH RESTRICTIONS APPLY

1. Items for infants:
    A. Two (2) diapers per infant
    B. Five (5) baby wipes in a clear see-through bag
    C. Two (2) clear baby bottles with formula and/or breastmilk pre-measured into a baby bottles
    - This bottle must be kept and prepared with the Visitation Officer.
    - **WARNING: Glass bottles or jars are prohibited.**

    D. One (1) change of clothing
    E. Diaper bag must be clear plastic type, not of cloth material
    F. One (1) pacifier
    G. One (1) empty sippy cup

2. Life support medication must be in the original prescription bottle and in the amount necessary for the duration of visit. Medication will be kept and dispensed as needed by the Visitation Officers.
    NOTE: The visitor must have a doctor's note stating medication is needed on person.

    Health Restrictions/Accommodations:

    - Any person presenting a potential health hazard affecting inmates or staff may not be allowed to visit.
        - Florence McClure Women's Correctional Center medical personnel may be requested to make a determination based on the situation.
    - Visiting Room staff will attempt to accommodate any visitor that may require special seating arrangements based on physical needs of the visitor at the discretion of the Visiting Staff and/or Shift Supervisor.

- If a visitor has a restriction regarding a pacemaker or other internal hardware that impacts clearance through the metal detector, a verification card (or medical documentation) must be shown to the Gatehouse Officer.
- Any person requiring ADA accommodation must notify the Visiting Department at the institution.
  - All reasonable efforts will be made to accommodate persons with disabilities
  - Under no circumstances will inmates have any contact with any required medical assistance with items brought into the institution by visitors to include but not limited to:
    - Canes
    - Oxygen tanks/makers
    - Certified service animals (appropriate documentation for service animals must be provided prior to entry, to include whom the animal is registered to assist)
    - Wheelchairs
    - Walkers
    - Crutches
    - Or any other ADA equipment.

3. Up to $40.00 (forty dollars) in quarters only, per adult visitor. The coins must be unwrapped and in a **clear plastic baggie** and may only be used in the vending machines located in the Visiting Center

4. ***PROHIBITED ITEMS (this list is not all inclusive)***

NO Keys
NO Pocketbooks, purses or wallets
NO Unapproved walking devices (canes, crutches/any devices must be doctor approved with a doctor's note stating it is required.
NO Non-life sustaining medication (aspirins, cough/cold medication, etc.)
NO Alcohol, drugs, smoking materials and tobacco products
NO Weapons of any sort **(possession is a felony and may lead to an arrest)**
NO Paper money, pennies, half or silver dollars
NO Food, drinks, candy, gum, or cough drops. Food items can be purchased in the institution
NO Cosmetics; including lip balm and lotion
NO Blankets, ponchos, capes, etc.
NO Letters, pictures, photos, books, addresses, phone numbers, cards or any reading material
NO Toys, teething rings, strollers, crayons, coloring books, storybooks, etc.
NO Cameras, radios, tape recorders, CD players, etc.
NO CELL PHONES, PAGERS, PDA'S, ELECTRONIC DEVICES OR PARTS, ETC.
NO Gifts of any sort
NO Games, cards, CD's and DVD's
NO Pens, pencils, or paper