

## STATEWIDE VISITING ROOM RULES

Visiting in DOC facilities must be conducted in as accommodating a manner as possible while maintaining order, the safety of persons, the security of the facilities, and the requirements of correctional activities and operations. It is a privilege, not a right, for offenders to have personal visits while confined in DOC facilities. Visits are supervised to ensure the security and welfare of all concerned. Offenders are responsible for informing their visitors of all rules and regulations. The offender may be held responsible for his/her visitor's conduct.

If you have specific questions, please contact the individual facility. We hope you assist us in making your visiting experience a pleasant one for you, your family, friends, and the person you are visiting.

Each facility has an established visiting schedule. Contact the specific facility for further information or visit the web at:

<http://www.doc.state.mn.us/offenders/visiting/htm>

[MCF- Faribault](#)

[MCF-Lino Lakes](#)

[MCF-Oak Park Heights](#)

[MCF-Rush City](#)

[MCF-St. Cloud](#)

[MCF-Shakopee](#)

[MCF-Stillwater](#)

[MCF-Willow River/Moose Lake](#)

[Challenge Incarceration Program \(CIP\)](#)

There is no visiting on the following State holidays, with the exception of CIP Willow River and Togo, who continue to have visiting on scheduled visiting days that fall on a holiday:

New Year's Day (January 1)

President's Day

Martin Luther King, Jr. Holiday

Memorial Day

July 4 (Independence Day)

Labor Day

Veteran's Day (November 11)

Thanksgiving Day and the following Friday

Christmas Day (December 25)

### **Vehicles**

Individuals who are not going to visit, but are going to wait for an individual who is visiting may:

- a) Wait in the visiting lobby (must be 18 years or older or accompanied by an adult).  
EXCEPTION: Waiting in the lobby is not allowed at MCFs Lino Lakes, Oak Park Heights, and Willow River CIP; or
- b) Leave the institution grounds and return at a designated time. The institution does not allow individuals to wait for a visitor in the parking lot. No minors or animals may be left in vehicles in the parking lot.

All vehicles in the institution parking lot must be locked and the windows rolled up. Visitors must leave all cigarettes, lighters, matches, etc. locked in their vehicles before entering the facility.

## **Types of Visits**

### **Contact Visits**

Contact visits mean the visitor may visit the offender in the visiting room or other defined area. Refer to each facility's website for specific information.

### **Non-Contact Visits**

Non-contact visits are conducted in non-contact booths via telephone or video camera. Offenders and visitors who have violated the rules during contact visiting may be required to visit on non-contact status. Visits for offenders in segregation are non-contact and must be pre-scheduled 24 hours in advance.

Because of space limitation, non-contact visits may be limited to one hour in duration. Non-contact visiting follows each institution's guidelines. No touching of the glass in the non-contact booths. There must be no tampering with any security or communication devices located in these areas. Offender and visitor must remain seated at all times.

## **General Visiting Room Rules/Contraband**

The introduction of contraband to a facility or its grounds is an offense punishable by law. The exchange of any item in the visiting room, without prior approval, may be treated as a smuggling offense.

Contraband items include, but are not limited to:

- Any controlled substance including tobacco and tobacco related products such as lighters, matches, and cigarette papers
- Alcohol or malt beverages
- Drugs
- Firearms
- Weapons and explosives of any kind
- Any items that could be used in the commission of a crime
- Escape material
- Money
- Chewing gum and/or any other food/drink products
- Cell phones and cameras
- All watches
- Wearable technology devices including fit bits
- Key fobs including key/ fob combined

**Offenders and visitors are not allowed to bring any items in or out of the visiting room without staff approval.**

Any offender found with contraband during or after the visit will be reviewed for possible sanctions or discipline. An assumption that the contraband was received during the visit is made. Future visits may be restricted.

## **General Visiting Regulations**

There is a limit of four (4) visitors per visiting session with the exception of an additional two (2) children under the age of two (2). A non-contact visit is limited to two (2) visitors with the exception of an additional child under the age of two (2).

Visits are held in the area assigned by the visiting room officer. Visitors and offenders may not choose their seating area. The offender and the visitor(s) must sit across the aisle from each other. You may not exchange seats or move any furniture without the approval of visiting staff. The offender is required to clean the area after the visitor has left the visiting room.

Intimacy is limited to one brief kiss on the cheek, a hug, and a handshake at arrival and departure.

Everyone must sit in a manner such that the officer's view is not blocked. Feet must remain on the floor. Everyone must sit in an upright position with hands in full view. Offender's and visitor's legs/feet may not touch or be intertwined with each other.

Once an offender is seated, he/she is not allowed to move from his/her assigned seat (without permission from the visiting room officer) until the visit is terminated.

Offenders are responsible to keep track of the length of the visit and end the visit on time. Visitors are to be notified five (5) minutes prior to the end of the visiting day, at which time all remaining visitors must leave the visiting room promptly.

No one may create a disturbance in any of the visiting areas. This includes, but is not limited to, loud and abusive language, loud noises, sexual or disturbing behavior of any kind, which in the judgment of the visiting room staff interferes with other visits.

No visitor or offender may communicate in any form with other offenders or the other offender's visitors. Language must be appropriate for a public place.

***The visit room staff determine what inappropriate behavior is. Their decision is final.***

Absolutely no communicating (yelling, waving, etc.) between the offender, visitor, and/or public through the perimeter fence or any other barriers (windows, doors, sally ports, etc.) is allowed.

An offender photographer may be available to take pictures in the visiting room. Everyone is responsible for knowing and abiding by the rules governing photos. These rules are available for review in the visiting room. Failure to abide by these rules may result in the forfeiture of the pictures and/or a disciplinary report. During non-contact visiting status, no photos may be taken.

The restroom areas are off limits to the offenders and their visitors during the course of the visit. Restrooms are available in the lobby. If the visitor leaves the visiting room for any reason, the visit is considered terminated and the visitor is not allowed to register for another visit that day.

Visits are limited to one visit with the same offender per visitor per day.

## **Visiting Rules for Visits with Minors**

1. Offenders and visitors are responsible for providing supervision of the minor visitor(s). All children must remain in the offender's assigned area. **It is the responsibility of the offender and the adult visitor to care for the child at all times.**

2. Physical discipline of children, of any kind, is not allowed in the visiting room or anywhere on the facility grounds. In the event this happens, the visit will be terminated, a formal report will be written, and the watch commander and proper authorities will be notified.
3. Children, age nine and under, may sit beside the offender or on the offender's lap. The offender may have only one child at a time on his/her lap. An offender may not touch a child while the child is sitting on the adult visitor's lap. A visitor may not touch a child, while it is on the offender's lap with the exception of passing or receiving the child. No kissing of the child on the lips is permitted.
4. Children are not allowed to play on the floor or climb on the furniture. No play fighting or wrestling is allowed. Children may not be tossed, thrown, or held above the shoulders.
5. The adult escort of children under the age of two (2) may bring in one pacifier, one clear, non-tinted bottle or clear spill proof cup, one one-ply receiving blanket, two diapers, and wet wipes.
6. Diaper changing is allowed only at diaper changing stations. Please notify staff before using one of these areas.
7. Breast feeding of babies is allowed away from the main visiting area. Please notify the visiting officer if this accommodation is required.

### **Visitor Attire**

Conservative clothing is required for all ages. Clothing must cover the upper body to include shoulders, upper and lower back, midriff and cleavage. Visiting staff have the authority to refuse admission to anyone whose attire violates the visiting dress code. At the discretion of the visiting staff, the visitor may be allowed to leave the facility in order to change clothing and return for a visit without penalty. This is decided on a case by case basis.

Additional guidelines include, but are not limited to:

- See-through clothing, sheer fabric material, sleeveless clothing, and clothing with holes or lace that would expose any part of skin is prohibited.
- Tight or form fitting clothing that is revealing is prohibited.
- All pants, jeans or slacks must be worn at waist level.
- Undergarments must be worn at all times and must prevent from revealing anatomy. Underwire bras containing metal are not allowed.
- All skirts and dresses must cover the knee when seated.
- All shorts must cover no less than mid-thigh when seated.
- No hooded garments are allowed inside the visiting room.
- No hats, scarves, bandanas, or headgear of any kind. Religious headgear must not interfere with verification of identity and is subject to search.
- All blazers, suit jackets, and sweaters must be removed and will be searched prior to coming in.
- No outdoor jackets, vests, or coats (this includes ponchos, shawls and jean jackets).
- Footwear must not present a security or safety concern. Boot height must not exceed mid-calf.
- No sunglasses of any kind are allowed.
- All clothing must pass metal detection.

## **Offender Attire**

- No headgear of any type.
- No hooded garments.
- No shorts allowed.
- No tank tops, mesh tops, or crop tops.
- No work related or religious clothing is allowed in the visiting area.
- Shirts must be buttoned up and tucked in before entering the visiting room.
- Pants must not be worn low on the hips.
- No shower shoes.
- No sunglasses unless they are prescription and unless they are required by health services.
- If the offender chooses to wear a sweatshirt into the visiting room, it must be worn for the duration of the visit.
- All offenders must wear underwear and socks.
- No elastic waist band pants with the exception of state issued jeans.
- Offender clothing must be clean and in a good state of repair.