

**SAN BERNARDINO COUNTY
PROBATION DEPARTMENT PROCEDURE**

**VISITATION IN JUVENILE DETENTION AND ASSESSMENT CENTERS (JDACs) and
TREATMENT FACILITIES (TFs)**

Title 15, Section 1374

Purpose:

To establish rules for visitation and provide a process for youth visits and visitors.

Definitions:

Special Visit: Additional two-hour minimum visits outside of the regular visiting hours by persons other than parents or guardians, those standing in loco parentis, and children of the youth.

Probable Cause: A legal standard based on facts and circumstances within an officer's knowledge that would lead a reasonable person to believe that a particular individual is committing, has committed, or is about to commit a criminal act (i.e. bring weapons/contraband into a detention center).

Responsibilities:

I. Visitors

- A. The following persons are allowed to visit youth:
 - 1. Parents
 - 2. Grandparents
 - 3. Foster parents
 - 4. Legal guardians or persons standing in loco parentis, and children of youth.
 - 5. Other family members, such as siblings, and supportive adults, may be allowed to visit with the approval of the facility administrator or designee, and in conjunction with the youth's case plan or in the best interest of the youth.
 - 6. In the event the youth has no parent or legal guardian, another family member over the age of 21 who has been identified by the courts, assigned probation officer, or Intake supervisor may be added to the visiting list maintained in the Special Instructions section of Caseload Explorer (CE).
- B. Visitors must be 21 years or older and have photo identification to gain admittance, for regular visits.
 - 1. Photo identification shall contain a photo and legal name.
 - 2. Identification that does not appear credible will be reviewed by the Watch Commander/Designee for a final determination regarding the visitor's ability to gain admittance.
 - a. Pursuant to W&I §207.5, every person who misrepresents or falsely identifies themselves either verbally or by presenting any fraudulent written instrument to any probation officer, or employee of a juvenile hall is guilty of a misdemeanor.
- C. Visitors will be required to:
 - 1. Present photo identification
 - 2. Empty their pockets
 - 3. Secure all personal items, except identification and locker key
 - 4. Pass through a metal detector
 - 5. Be scanned with a handheld metal detector

- D. All visitors are subject to a search of their person, personal belongings, and other items brought into the facility. Pat down searches are permissible if there is "probable cause" to suspect a visitor is in possession of contraband, drugs, and/or weapons.
 - 1. Visitors who decline to be searched shall be denied access.
- E. Visiting rules published in the Orientation Handbook and Gateway Treatment Program Orientation Handbook govern dress code and behavior requirements for visiting.

II. Visiting

- A. Visits shall take place at reasonable times, subject only to the limitations necessary to maintain order and security.
- B. Probation Corrections Officers will supervise visiting sessions. However, conversations shall not be monitored unless there is a safety or security concern.
- C. Visiting sessions are:
 - 1. Specifically scheduled for each unit
 - 2. Two (2) hours in length, one (1) day per week
- D. Closed Circuit Television Security System cameras monitor and record all activities and interactions during visiting.
- E. Only two (2) people from the authorized visiting list will be given admittance to the same visit. In the case of multiple authorized visitors, the Watch Commander/Designee will determine reasonable accommodations. Options include but are not limited to consulting with the assigned Probation Officer, splitting the visit, alternating visiting weeks, etc.
- F. Any visitor who is discovered to be in possession of contraband, which includes but is not limited to; controlled substances, firearms, weapons or explosives of any kind, will not be admitted and may be arrested pursuant to W&I §871.5.
- G. Anyone who brings in contraband, including cell phones into a JDAC or TF may be criminally prosecuted and have their visiting privileges revoked.
- H. Any visitor who appears to be or is suspected of being under the influence of alcohol and/or controlled substances will not be admitted.
- H. Visitors may only bring their ID and locker key into the visiting area.
- I. Letters, cards, pictures, food, drinks, gum and all other personal items are prohibited in a JDAC. The TF Phase II allows pre-approved factory sealed food items during visiting.
- J. Visitors who leave early will not be re-admitted to the visiting area.
- K. A visit may be terminated at any time due to any violation of this procedure or visiting rule, at the discretion of the staff supervising the visit.
- L. Visiting rules shall remain consistent at all JDACs and TFs.
- M. The facility may provide access to technology as an alternative, but not as a replacement to in-person visiting. Face Time visits can be arranged for the youth.
- N. Visitation shall not be denied solely on the basis of the visitor's criminal history. The staff shall determine in each case, whether the visitor's criminal history represents a risk to the safety of youth or staff in the facility. Any denial of visitation or limitation shall be communicated to the youth, person denied and facility administrator.

III. Special Visits

- A. Special visits are visits that have been authorized by the Court and/or Watch Commander, which occur on days/times outside of the units designated visiting day/time.
- B. Provisions for special visits, in addition to the designated two hour visiting, shall be accommodated as necessary and within the discretion of the facility administrator or designee.
- C. Family therapy and professional visits shall be accommodated outside the provisions of this regulation. Facilities may provide visitation opportunities outside of the designated visiting hours to accommodate special visits.

- D. Siblings are allowed to visit even if they are under 21, by requesting a special visit.
- E. Probation Officers may authorize special visits, however; the visit must be coordinated with the Watch Commander.

IV. Hospital Visits

- A. Youth who are hospitalized will be allowed visitors during established hospital visiting hours, unless there is a threat which can be articulated regarding the safety or security of the youth, staff or facility.
- B. All visitors shall be logged by staff pursuant to the Hospital Watch procedure.

V. Watch Commander / Designee shall:

- A. Make a final determination on any photo identification that does not appear credible to staff.
- B. Determine if law enforcement should be called for all instances of contraband brought into the facility and/or concerns regarding visitors being under the influence of alcohol or controlled substances.
- C. Authorize and coordinate all special visits.

Inspections:

External

Refer to the Policy and Procedure Inspection Matrix

Foundation:

Minimum Standards for Juvenile Facilities, Title 15, Section 1374
California Welfare and Institutions Code §871.5, §207.5
W&I 871.5

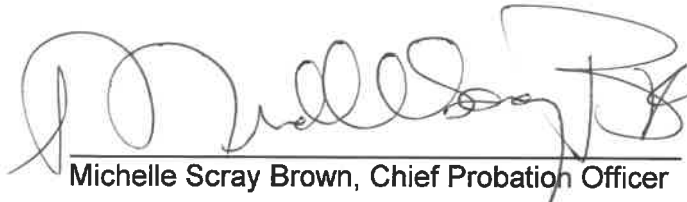
References:

Gateway Treatment Program Orientation Handbook
Orientation Handbook

Procedures:

Closed Circuit Television Security System
Hospital Watch
Religious Programs
Youth/Parent Orientation Handbook

Issued by:


Michelle Scray Brown, Chief Probation Officer

3/6/20
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