



CHANGE NOTICE

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Title: Inmate Visits	Department Directive Number: OPS.195.0003 – Revised
Related MD Statute/Regulations: Correctional Services Article, §2-103, Annotated Code of Maryland; Md. Rule 4- 213.1; Md. Rule 2-806; Md. Rule 19-305.3	Supersedes: OPS.195.0003 dated March 15, 2019
Related ACA and MCCS Standards: 4-4498, 4-4499, 4-4500, 4-4501 and 4-4503; 2-O-5D-01; and 4-ALDF-2A-27, 4-ALDF-5B- 01-04, 4-ALDF-2A-21, 4-ALDF-2A-61; 5- ACI-4A-21, 5-ACI-7D-14—17, 19, and 21; 1- CORE-5B-01	Approved By: Orlando Johnson Acting Director, Security Operations
Related Directives: OPS.110.0033 – Entry and Exit Procedures OPS.110.0049 – Search Protocol - Visitors	Issued Date: September 29, 2020 Effective Date: September 30, 2020
Variance: Each warden shall issue a facility directive necessary to implement and comply with this directive.	Number of Pages: 28

OPS.195.0003 CHANGE NOTICE 01-21 EFFECTIVE DATE 07-09-2021 CHANGE NOTICE #1 TO THIS DIRECTIVE

Remove existing text in §.07H and insert the following:

.07 H. Emergency conditions or exigent circumstances.

- (1) Regular in-person visits may not be conducted during emergency conditions or exigent circumstances, unless written approval is given by the managing official or the Commissioner.
- (2) Video visitation may be conducted in accordance with the procedures established in §.20 of this directive and any individual on an inmate’s visitation list who does not meet the criteria below for regular in-person visitation is eligible to participate in the Video Visitation program.
- (3) When approved by the Commissioner or a managing official, regular in-person visitation during emergency conditions or exigent circumstances shall be conducted as follows:
 - (a) Regular in-person visitation shall be by appointment only.
 - (b) Individuals 12 and older who have been fully vaccinated for the SARS-CoV-2 (COVID-19) virus are eligible to visit in person.
 - (c) Scheduled Visitors shall:

- (i) Provide proof of vaccination (vaccination card);
 - (ii) Wear all required personal protective equipment (PPE) at all times and maintain social distance requirements; and
 - (iii) Pass the established front entry COVID-19 protocols to include a questionnaire and temperature screening.
- (d) A visitor who does not provide proof of vaccination may not be admitted to the facility.
- (e) Inmates are required to be vaccinated prior to receiving an in-person visit.
- (f) Visitors and inmates shall continue to meet all other established eligibility criteria for in person visits set forth in §§ .07A—G of this directive.
- (g) If the emergency situation or exigent circumstance is due to a catastrophic health emergency or contagion, the Commissioner or the managing official may implement social distancing restrictions and prohibit contact between visitor and inmate.
- (h) Inmates in quarantine or isolation may not participate in regular in-person visitation, but may participate in video visitation.
- (i) Due to limited space within the facility and required social distancing guidelines an inmate shall have the opportunity for one regular in-person visit a week.

(4) Scheduling Visits.

- (a) Each managing official shall establish:
- (i) A schedule of days and times for regular in-person visits that best suits the needs of that facility;
 - (ii) The number of visits and number of visitors allowed each day in-person visitation is permitted; and
 - (iii) Procedures for offline scheduling via inmate sign-up, until a new appointment scheduling system is authorized for use by the Deputy Secretary of Operations.
- (b) The “close out” time for registration for regular in-person visits shall be determined by each managing official. For example, if visits are held on Saturday and Sunday, registration may close at midnight on the Thursday prior allowing staff to export the chosen visitation requests and schedule a pass for the inmate.
- (c) Due to limited space within the facility regular in person visits shall be scheduled on a first-sign up basis.
- (d) Due to scheduling requirements, there is no guarantee of accommodation for all individuals requesting in-person visits.

- (e) Managing officials may determine the length of regular in-person visits, but a regular in-person visit may not be longer than 60 minutes.
- (f) The managing official, or a designee, may approve a special in-person visit for up 120 minutes in duration, in accordance with the procedures established in § .12 of this directive.
- (g) Special in-person visits are subject to requirements established for regular in-person visits set forth in §§ .07A—G of this directive.
- (h) Between each visit, the visitation room shall be cleared for 15 minutes in order to clean and disinfect the entire area.

(5) Day of Visit.

- (a) An inmate may have no more than two (2) visitors per visit to include visitors under the age of 18; and visitors under the age of 18 must be accompanied by an adult relative of the child. _
- (b) Visitors arriving late, but within 30 minutes of their scheduled start time shall be processed for that visit, and shall only be permitted to visit for the remainder of the scheduled appointment. No extensions shall be granted.
- (c) Visitors arriving 30 minutes or more past the start time of their visit shall be denied entry for that day.
- (d) Upon arrival, the visit request will be honored following successful OCMS Registration, Fast ID clearance, and completion of other security requirements set forth in this directive.
- (e) Visitors shall:
 - (i) Wear required PPE upon entry—face masks **MUST** be worn, and no gaiters or bandanas are allowed;
 - (ii) Wear all required PPE at all times during the visit; and
 - (iii) Maintain social distancing requirements.
- (f) Any visitor who does not comply with the required procedures shall be denied entry or forfeit the remainder of their visit and be escorted from the facility.

.02 Distribution.

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