

SCDC FEMALE INSTITUTIONS  
IN-PERSON VISITATION PROCEDURES

**Phase I - In-Person Visitation Procedures for Camille Graham CI and Leath CI**

**I. Eligibility**

All inmates without visitation restrictions are eligible for two regular visits per month provided the inmate received the COVID-19 vaccination.

**II. Scheduling**

A. In-person visitation is scheduled on Saturdays and Sundays during the following times:

8:00 am to 9:00 am	9:30 am to 10:30 am
11:00 am to 12 noon	12:30 pm to 1:30 pm
2:00 pm to 3:00 pm	3:30 pm to 4:30 pm

- B. Each visit will be no longer than one hour in length.
- C. One adult visitor (18 years of age and older) is allowed a visit.
- D. Only approved visitors can schedule a visit (must be on the inmate's visitation list).
- E. Visits must be scheduled through the [online scheduling system](#).
- F. Visitors should arrive no more than 30 minutes prior to the scheduled visitation time.
- G. Visitation is limited. No more than 12 visits will be scheduled during each session.

**III. COVID-19 Protocols**

- A. All visits will be **non-contact**. There will be no hug, embrace, or kiss at the start or end of the visit.
- B. All visitors will be required to provide results of a COVID test conducted within 3 days of the scheduled visit; or provide a COVID-19 Vaccination Record Card. The vaccination date must be more than 14 days after the second dose (or after the first dose of the Johnson & Johnson vaccine).
- C. All visitors will be screened for signs and symptoms of COVID-19 utilizing an SCDC questionnaire.
- D. All visitors will have their temperature checked.
- E. Visitors who do not clear the questionnaire will not be allowed to visit.
- F. Visitors with a temperate of 100.0 degrees or greater will not be allowed to visit.
- G. Visitors displaying any signs or symptoms of COVID-19 will not be allowed to visit.
- H. All visitors will be required to wear a surgical mask (issued by the institution) during the entirety of the visit.
- I. Staff shall wear proper PPE during visitation.
- J. Staff screening visitors will exchange gloves and hand sanitize between each search of a visitor.

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- K. An institution with any active inmate or staff cases will have visitation canceled.
- L. An institution with any housing unit/living area under quarantine will have visitation canceled.
- M. All visitation will be conducted inside the visitation room at non-contact visitation booths.
- N. Vending machines will not be accessible.
- O. Restrooms will not be accessible. Visitors are encouraged to utilize restrooms prior to arriving at the institution.
- P. Visitation booths and chairs will be sanitized prior to use, between each visitation period, and at the end of the day.

**IV. Rules for Visitors**

- A. The rules of conduct and dress code outlined in the SCDC Visitation Policy apply to all in-person visits.
- B. A surgical mask will be required for visitors during screening and through the entire visitation period.
- C. Visitor restrooms are not available inside the institution.
- D. Visitors are requested to immediately inform the institution if they receive a diagnosis or develop signs or symptoms of COVID-19 within 48 hours after a visit.

**V. Rules for Inmates**

- A. All inmate rules and regulations for visitation, as stated in the Visitation Policy apply to all in-person visits.
- B. A surgical mask will be required for inmates during visitation.
- C. Inmates requesting to utilize the restroom will be returned to their housing unit/living area and the visitation period will be canceled.

**VI. Supervision of Visits**

- A. Visitation staff will wear appropriate Personal Protective Equipment (PPE) during visitation.
- B. Upon completion of visitation, inmates and visitors are to remain seated until instructed to stand and depart by SCDC staff. Only one group of visitors will exit at a time. Visitors will be asked to proceed directly to their vehicles and depart the institution immediately.
- C. Visitation chairs and tables will be sanitized between each use.