

## VIDEO VISITING

### Participation

1. Visitors must be on the incarcerated individual's approved visitor list to participate in a video visit.
  - Minors must be supervised by an adult during the entire duration of the video.
2. Incarcerated individuals will use the kiosk in the dayroom or as provided by the vendor to participate in a video visit.
  - Privacy screens will be provided and must remain in place for the duration of the visit.
3. Visitors must provide their own equipment and the necessary internet connections to participate in video visiting.

### Scheduling

1. Video visits will be limited to kiosk hours of operation, as determined by the facility.
2. Video visits will be scheduled by the approved visitor through the vendor at least 24 hours in advance.
  - Visits will be scheduled on a first come, first served basis in 30 minute increments and may not exceed one hour in duration.
  - Incarcerated individuals will not be excused from work or programming to participate in video visits and visitors will request video visit times that do not conflict with the individual's schedule.

### Conduct

1. The following is prohibited during video visits:
  - Any display of nudity
  - Behavior or actions that are sexual in nature
  - Use or display of any weapons, drugs/alcohol, or related paraphernalia
  - Activity or display of graphics/paraphernalia associated with any Security Threat Group
  - Unlawful activity or depiction of unlawful activity
2. Incarcerated individuals who violate visit rules will be subject to disciplinary action per DOC 460.000 Disciplinary Process for Prisons.
3. A visitor who engages in prohibited conduct may be suspended or terminated from video visiting privileges. Regular visiting privileges may also be suspended/terminated.

### Monitoring

1. All video visits will be recorded and maintained by a system not owned or maintained by the Department. Designated employees will have access to recordings.
2. Designated facility employees will monitor live or review recorded video visits for compliance with policy and facility rules/procedures.