



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
MONROE CORRECTIONAL COMPLEX
P.O. Box 777 • Monroe, Washington 98272-0777
Phone (360) 794-2600 • Fax (360) 794-2680

November 14, 2025

TO: All MCC Population

FROM: Paula Chandler, Associate Superintendent

SUBJECT: WSRU Visiting Changes Pilot

Beginning January 1, 2026, all visits at the following location within the Monroe Correctional Complex (MCC) will require advance scheduling:

- Washington State Reformatory Unit (WSRU)

Visitors are expected to have a confirmed appointment before arriving.

How to Schedule a Visit

1. Submit a Request by Email:
Send your visit request to
docmccvisitrequests@doc1.wa.gov
2. Advance Notice Required:
 - Requests must be sent at least five (5) business days before the date you want to visit.
 - Late or incomplete requests may be denied.
3. Visitor Approval Required:
 - Only individuals who are already approved visitors for the person in custody may schedule a visit.
 - If you are not on the approved visitor list, you must complete the visitor application process before submitting a scheduling request.
4. Schedule on Correct Visiting Days:
 - Each facility has designated visiting days and hours.
 - You must select a date and time that matches your facility's visiting schedule.

5. Check for Alerts Before Requesting a Visit:

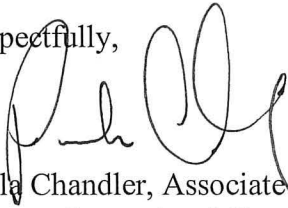
- Visit the Department of Corrections website: <https://www.doc.wa.gov>
- Review the MCC Visiting Calendar to confirm that visiting is open on your chosen day.
- Check for any alerts or closures that might affect visitation.

Why This Change Is Happening

The move to scheduled visits is intended to:

- Improve facility security and manage staffing more effectively.
- Ensure equitable access for all approved visitors.
- Support better coordination for treatment and programming schedules at MCC units.

Respectfully,



Paula Chandler, Associate Superintendent, Prisons Division
Monroe Correctional Complex

PC:zg