

TO: SCI-Laurel Highlands Inmates

FROM: *M. Hainsworth*
M. Hainsworth
Superintendent, SCI-Laurel Highlands

DATE: May 19, 2021

RE: Reinstatement of In-Person Visits

SCI-Laurel Highlands will be re-opening in-person visits effective Saturday, May 22, 2021. Unlike prior to the COVID-19 pandemic, visits will now need to be scheduled in advance utilizing the same system as the video visits use now. Your visitors will select contact visit instead of video visit. Currently, the system is being set up by Central Office. We ask that you be patient as obviously this part of the system is new and we are relying on outside resources to establish the system. Below is an outline to the parameters. The key to the scheduling are the Zones designated below so pay close attention to the Zone designations.

The cohorts will be designated as follows:

- **Zone #1**- will consist of both B and C Units,
- **Zone #2**- will consist of G, I, and H units minus those inmates on HA on quarantine status.
- **Zone #3**- will consist of A, D, and E Units.

Rules

- Visitors and inmates will not be permitted to kiss or embrace.
- The Visiting Room furniture will be arranged to allow social distancing of six (6) feet, between visiting groups. The furniture is not to be moved.
- Each inmate will be permitted up to four (4) visitors, including children, per visit. This will allow approximately 11 inmates to be scheduled for visits during each session.
- All other current visiting room regulations will be followed.

Masks and Screening

- All visitors must have a temperature screening upon arrival.
- Disposable masks will be provided to each visitor upon entering the institution. No personal masks will be permitted inside the visiting room. If a visitor refuses to wear a mask or refuses the disposable mask provided, the visit will not be permitted.
- All visitors older than 2-years-old must wear a mask.
- Inmates will be required to wear a mask to the visiting process area. Once there, a disposable mask will be provided. If an inmate refuses to wear a mask or refuses the disposable mask, the visit will not be permitted.

- Masks are required to be worn by all parties involved while on your visit, with the exception of being ID'ed for processing.

Scheduling

- Video Visits will continue to be available seven (7) days per week and the quota will remain at five (5) for general population inmates permitting one (1) visit per week, Monday through Friday and one (1) weekend visit on Saturday or Sunday per month.
- Contact Visiting Room will be open Saturday, Sunday, and Monday.
- The visits will have to be scheduled, via the same system as being utilized for the current zoom visits, and will be scheduled by Zones as stated above.
- The visits will be broken down into two (2) three-hour blocks: (1) a morning block from 0830-1130 hours and (2) an afternoon block from 1230-1530 hours.
- Visitors are **REQUIRED** to schedule these visits no less than 72 hours prior to the visit and must be completed on the DOC site as the zoom visits are currently scheduled.
- Each inmate will be permitted a maximum of three (3) visits per month.
- The visits will be scheduled by zones on the following days and times:
 - Saturday AM – Zone # 1
 - Saturday PM – Zone # 3
 - Sunday AM – Zone # 2
 - Sunday PM – Zone # 1
 - Monday AM – Zone # 3
 - Monday PM – Zone # 2

Vending

- Vending machines will not be available at this time.

Children

- Children's area will remain closed.
- Individual boxes of crayons, individual coloring pages or small coloring books should be made available. The items(s) must be disposed of or taken with them when they leave.

Sanitation

- Entire visiting room will be thoroughly cleaned between the AM and PM visiting sessions and also after the PM visiting session.

If there are any questions, please see your unit team.

MRH/mrh

C:	DSFM Snyder	Lt. Acey
	DSCS Hollibaugh	SCI-Laurel Highlands
	Major Grove	File
	CCPM Pyle	