



Department of
Rehabilitation & Correction

Mike DeWine, Governor
Annette Chambers-Smith, Director

Attention TCI and TCC Staff, Offenders and Families,

We are excited to inform you that TCI and TCC has been approved to allow visitation to resume in a limited capacity with guidelines in place to assist in the safety of our population, staff and visitors. It is our hope this communication will help make the changes to TCI and TCC visitation clear and easy to adjust to.

Visitation will resume on: **March 18, 2021**

Reservations can be made Wednesday – Sunday between 8:00am – 2:30pm by calling 330-898-0820 ext. 1.

We will take reservations one day in advance if available. Visitation cancellations are to be made one day in advance. If you do not show up for your Scheduled Visit the offender will be charged a visit for that month.

Visitation times and processing will be on a staggered basis to assure social distancing. **Visitation will be 2 days a week, Thursday and Friday from 8:30am -2:45pm** for our general population offenders. Visitation **will not** operate Saturday – Wednesday or state recognized holidays.

TPU visitation will be reserved to only the offenders that are on LC, ERH or more than a 29 day placement sanction.

The visiting sessions will be for **one hour** and entry into the institution and testing will occur on a staggered basis.

It will be necessary to show up for your visit ½ hour in advance so that you can be given a BD Veritor antigen test (Rapid COVID Test).

Each session will count as 1 visit. All offenders are allowed one visit per month and we are not allowing all day visits at this time.

All Visitors will be given a mask to wear into the visiting room. Personal masks will not be permitted to be worn in the visitation area.

Our offender population is currently assigned to cohorts to minimize potential exposure to COVID 19. When calling in to make a reservation, you will need to verify on what day your loved one's unit or cohort has a visitation session so you can appropriately schedule a visit for that session. **Example:** If your loved one is housed in 12 east or B-Dorm B1 they have certain days they can visit that month. Multiple units / dorms cannot visit at the same time. If the offender's housing unit has changed due to a bed move and he is no longer in the unit he was in when making the reservation, then his visit will not be available.



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Below you will find Agency guidelines as well as safety protocols containing information regarding steps we are taking to open visitation as well as keep everyone safe. Your loved ones have worked hard on keeping themselves safe and healthy during this unprecedented time. PLEASE, if you are feeling ill do not come to the institution. This is for the safety of everyone and could result in us losing the ability to continue visits. Everything is subject to change and we will update you as well as your loved ones to any future changes as they develop. A visiting schedule calendar will also be posted in the housing units.

Agency Guidelines

Visitor Entry:

- Visitors and incarcerated individuals shall go through a symptom screening process based on CDC and ODH guidance to include each person answering questions and having a temperature check before entering the visitation area. This is a mandatory screening and refusal to answer the questions or have temperature checked will result in the respective family members denial to enter.
- Each visitor entering the facility must:
 - Take the BD Veritor antigen test on site that results in a negative finding for Covid.
 - If BD test outcome is positive, they will be given a document outlining the precautions they need to take, and the visit will be canceled.
- At this time Visitation will be ran on Thursday and Friday only and limited to two (2) visitors per session, one visit per month per inmate.
- Children under the age of 12 will not be permitted to visit during the initial activation phase.
- The institution shall coordinate operations to ensure social distancing which may include staggering of guests processing to avoid gathering in entry.

Safety Protocols:

- All institutions will require staff, incarcerated persons, and visitors to wear masks at all times during the visitation process.
- Institutions will provide disposable masks to the visitor(s) to avoid contraband concerns.
- Transparent OPI mobile barriers will be introduced to separate the visitor(s) and the incarcerated person during inside visitation.
- Each facility shall install transparent barriers at the Officer's station at Front Entry, visitor processing areas and in the Visiting Room to create a barrier between staff and visitor.



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- Hand sanitizer will be made available in Front Entry and in the Visiting Room for **all** persons in the area. Personal hand sanitizer is not permitted and must remain in vehicle or locker in entry.
- A list of COVID-19 symptoms will be posted in a conspicuous location such as Front Entry and the Visitation Room.
- The duration of each visiting session may be modified by the managing officer to increase or decrease to amount of visiting opportunities available to our guests.
- Physical contact with visitors will not be permitted to include hugging, kissing, holding hands or playing cards and board games.
- The use of vending machines is prohibited during visitation.
- Reading rooms will remain closed.
- Each facility shall adhere to the [DRC Housekeeping Plan with Covid-19 Pandemic Update](#), issued on May 12, 2020, to thoroughly sanitize all areas of visiting between sessions.

Thank you for your time and understanding,

Trumbull Correctional Institution