MINNESOTA DEPARTMENT OF CORRECTIONS
STATEWIDE VISITING ROOM RULES

The Minnesota Department of Corrections believes personal visits with family and loved ones are important to maintain social connections, reduce recidivism rates, improve mental health, foster a sense of support, and prepare for reintegration for incarcerated people. Our visiting room rules are in place to ensure the security of the facilities, safety for visitors, incarcerated people, and staff, and to maintain order within our facilities.

Incarcerated people and visitors who violate these rules during visiting, or who have otherwise violated other DOC policies or disciplinary rules, may be subject to visiting restrictions. See Visiting Restrictions for Incarcerated People (attached to Policy 302.101 "Visiting Restrictions") and Visiting Restrictions for Visitors (attached to Policy 302.101 "Visiting Restrictions"), which are also available on the DOC's public website.

Incarcerated people are responsible for informing their visitors of all rules and regulations. The incarcerated person may be held responsible for their visitor's conduct.

All forms of communication, including visiting, is subject to monitoring.

If you have specific questions, please contact the individual facility where the person you are visiting is housed. We hope you assist us in making your visiting experience a pleasant one for you, your family, friends, and the person you are visiting. You can find additional information regarding visiting by going to: https://mn.gov/doc/family-visitor/visiting-information/visiting-info/

Visiting Days

Each facility has an established visiting schedule. Contact the specific facility for further information:

CIP at Shakopee/Togo/Willow River
MCF - Faribault
MCF - Lino Lakes
MCF - Moose Lake
MCF - Oak Park Heights
MCF - Red Wing
MCF - Rush City
MCF - Shakopee
MCF - St. Cloud
MCF - Stillwater

There is no visiting on the following state holidays*:

New Year's Day (January 1)
Martin Luther King, Jr. Day
President's Day
Memorial Day
Juneteenth (June 19)
Independence Day (July 4)
Labor Day
Veteran's Day (November 11)
Thanksgiving Day and the following Friday
Christmas Day (December 25)

*CIP Togo and Willow River will allow visiting on holidays that fall on a normally scheduled visiting day

Vehicles

The DOC does not permit individuals to wait for a visitor in the facility parking lot. Individuals who do not plan to visit but wait for another individual visiting must leave the institution grounds and return at a designated time. No minors or animals may be left in vehicles in the parking lot.

All vehicles in institution parking lots must be locked and the windows rolled up. Visitors must leave all cigarettes, lighters, matches, vaping devices, nicotine products (e.g., pouches, chewing tobacco) etc., locked in their vehicles before entering the facility.

Non-contact visits

Non-contact visits are conducted in non-contact booths via telephone or video camera. Visits for individuals in restrictive housing are non-contact and must be pre-scheduled 24 hours in advance.

Because of space limitations, non-contact visits are limited to one hour in duration. Non-contact visits follow each facility's guidelines. No touching of glass is allowed in the non-contact booths. There must be no tampering with any security or communication devices located in these areas. **Incarcerated people and visitors must remain seated at all times.**

Contraband

The introduction of contraband to a facility or its grounds is an offense punishable by law. The exchange of any item in the visiting room, without prior approval, is strictly prohibited and may be treated as a smuggling offense.

Examples of contraband include:

- Any controlled substance including tobacco and tobacco related products (lights, matches, cigarette papers, vaping devices, pouches, chewing tobacco, etc.), alcoholic beverages, and drugs.
- Firearms, weapons, and explosives of any kind
- Any items that could be used in the commission of a crime
- Escape material
- Money
- Any food (including chewing gum) or drink products
- Cell phones, cameras, all watches, and wearable technology devices.
- Key fobs including key/fob combined

Neither incarcerated people nor visitors are allowed to bring any items in or out of the visiting room without staff approval.

Any incarcerated person found with contraband during or after the visit will be reviewed for possible sanctions and/or discipline. An assumption that contraband was received during the visit is made and future visits may be restricted.

General Visiting Regulations

The visiting room staff determine what inappropriate behavior is and have the right to terminate a visit for inappropriate behavior. This decision is final.

Number of visitors: There is a limit of four (visitors) per visiting session with the exception of an additional two (2) children under the age of two (2). A non-contact visit is limited to two (2) visitors with the exception

of an additional child under the age of two (2). Exceptions to the number of visitors per session can be made with the approval of an on-site supervisor in consultation with on-duty visiting staff.

Visitors cannot visit the same incarcerated person more than once per day.

Seating: Visitors and incarcerated people may not choose their seating area. Seating is assigned by the visiting room officer. The visitor(s) and the incarcerated person they are visiting must sit across the aisle from each other. No one may exchange seats or move any furniture without the approval of the visiting staff.

Touch: **Physical contact is limited to one brief kiss on the cheek, a hug, and a handshake at greeting and departure.** There is a designated space in each visiting room where greetings and departures occur. Everyone must sit in a manner that doesn't block the officer's view. Feet must remain on the floor. Everyone must sit in an upright position with hands in full view. The incarcerated person and visitor's legs/feet may not touch or be intertwined with each other.

Movement: Once the incarcerated person is seated, they are not allowed to move from their assigned seat until the visit is complete without the permission from the visiting room officer. Visitors are to be notified five (5) minutes prior to the end of the visiting day at which time all remaining visitors must leave the visiting room promptly.

Conduct: No one may create a disturbance in any of the visiting areas including loud and abusive language, loud noises, sexual or disturbing behavior, and conduct that interferes with other visits. No visitor or incarcerated person may communicate in any form with other incarcerated people or their visitors in the visiting room. Language must be appropriate for a public place.

Communication: Absolutely no communicating (yelling, waving, etc.) between the incarcerated person, visitor, and/or public through the perimeter fence or any other barriers (windows, doors, sally ports, etc.) is allowed.

Photos: An incarcerated person photographer may be available to take photos in the visiting room. Everyone is responsible for knowing and abiding by the rules governing photos. These rules are available for review in the visiting room. Failure to abide by these rules may result in the forfeiture of the photos and/or a disciplinary report. During non-contact visiting status, no photos will or can be taken.

Restrooms: The restroom areas are off limits to incarcerated people and their visitors during the course of the visit. Restrooms are available in the lobby. If the visitor leaves the visiting room for any reason, the visit is considered terminated, and the visitor is not allowed to register for another visit that day.

Visits with minors

Incarcerated people and visitors are responsible for providing supervision of the minor visitor(s). If children become so disruptive that they interfere with and negatively impact other visits, the visit may be

terminated early. All children must remain in the incarcerated person's assigned area or designated children's area. **It is the responsibility of the incarcerated person and the adult escort to care for the child/children at all times.**

- Children, aged ten and under, may sit beside the incarcerated person or on their lap. Only one child at a time may sit on the incarcerated person's lap.
- Children, aged 11 and older, may sit beside the incarcerated person but may not sit on their lap.
- Physical contact between the incarcerated person and child must be limited to brief, appropriate gestures such as:
    - A side hug;
    - Holding hands
    - A reassuring hand on the back or shoulder.
- All interactions must be respectful, non-disruptive, and consistent with a safe, child-centered environment.
- The adult escort or visiting staff have the authority to end or interrupt physical contact at any time if deemed inappropriate or unsafe.
- An incarcerated person may not touch a child while the child is sitting on the adult escort's lap and the adult escort may not touch a child while the child is sitting on the incarcerated person's lap. Exceptions are made only for the passing or receiving of the child.

No kissing of the child on the lips is permitted.

Physical discipline of children, of any kind, is not allowed in the visiting room or anywhere on the facility grounds. In the event this happens, the visit will be terminated, a formal report will be written, and the watch commander and proper authorities will be notified.

Children are not allowed to play on the floor or climb on the furniture. No play fighting or wrestling is allowed. Children may not be tossed, thrown, or held above the shoulders.

The adult escort of children under the age of four (4) may bring in one pacifier, one clear, non-tinted bottle or clear spill proof cup, one one-ply receiving blanket, two diapers, and wet wipes (per child). Wipes and diapers will be kept at the officer's desk until needed. Additional items may be allowed on a case-by-case basis determined by facility staff. All items must be searched prior to entering.

Diaper changing is allowed only at diaper changing stations. Please notify staff before using one of these areas.

Breastfeeding of babies is allowed away from the main visiting area. Please notify the visiting officer if this accommodation is required.

Visitor Attire

Visiting areas are used by families and friends of all ages. Wear clothing that is appropriate for a large gathering of many types of people.

Facility visiting staff are responsible for ensuring appropriate attire is worn in the visiting room. Wearing inappropriate clothing may result in your being denied visitation. At the discretion of the visiting staff, the visitor may be allowed to leave the facility in order to change clothing and return for a visit without penalty.

Visitors must be fully dressed in clean clothes that are in good repair (for example, holes in the clothing are not acceptable). Undergarments must be worn at all times and should not be exposed. Clothing must cover the upper body to include shoulders, upper and lower back, midriff and cleavage. All clothing must pass metal detection. Visiting staff must follow search guidelines in Policy 301.010, "Searches."

The following clothing items are prohibited for all adults and children:

- Clothing worn in a lewd or sexually provocative manner (examples: see-through or sheer clothing, tight-fitting clothing through which the contours of the genitals are clearly visible)
- Hats, scarves, bandanas, or headgear of any kind, except for a religious head covering that is required by the person's religion or medical need. Head wear must not interfere with verification of identity and is subject to search only as permitted in Policy 301.010, "Searches."
- Attire displaying obscene/offensive, derogatory language, drawings, or promoting illegal activity
- Outdoor jackets, vests, or coats (including ponchos, shawls, and jean jackets)
- Sunglasses of any kind

The following clothing items are allowed for all adults and children if they meet the following guidelines:

- Pants, jeans, or slacks worn at waist level
- Skirts and dresses that cover the knee when seated
- Shorts that cover no less than mid-thigh when seated
- All blazers, suit jackets, and sweaters/sweatshirts that were removed and searched prior to entry
- Individuals must wear closed toe shoes, where boot height does not exceed mid-calf, and footwear that does not present a security or safety concern

Incarcerated Person's Attire

- No headgear of any type, except for an approved religious head covering that is required by the incarcerated person's religion.
- No shorts
- No work-related clothing
- Shirts buttoned up and tucked in
- Pants worn at waist level
- No shower shoes
- No sunglasses unless they are prescription, and they are required by health services
- If worn, sweatshirts must be worn for the duration of the visit
- Undergarments and socks are required
- No elastic waist band pants with the exception of state issued jeans
- All clothing must be clean and in good state of repair