

Notice to Philadelphia Department of Prisons Visitors

In order to gain access to any of the secured facilities of the Philadelphia Department of Prisons (PDP), everyone is required to submit to a thorough, physical search. This will be conducted by same gender staff in an area out of the line of sight of other visitors, and you may be asked to loosen undergarments so that an adequate search can take place.

The search may seem intrusive, but it is necessary to ensure the safety and security of visitors, staff and inmates as we work diligently to stop the introduction of all contraband.

If you feel that a search was done improperly, you may ask to speak to a supervisor or contact the Community Justice Outreach office (CJO) located at the Curran-Fromhold Correctional Facility.

CJO phone numbers

215-685-8909

215-685-7288

Who is searched prior to entering the jails?

All Department of Prisons staff, contractors, official visitors (clergy, attorneys, court officials, police, EMT, etc.) and inmate visitors are searched. This includes infants, children, the disabled and the elderly. Wheelchairs, canes, strollers will be searched as well.

Why search everyone?

Contraband items such as drugs, weapons and telephones present a direct threat to staff, inmates and visitors. Everyone's safety is at risk when visitors are not screened.

What happens if contraband is found in your possession?

If one is found to be in possession of contraband, whether attempting to or passing contraband, that person will be handcuffed and detained until the arrival of the Philadelphia Police Department. He/she will be charged accordingly.

VISITING RULES LIABILITY

Visitors enter jail facilities and the visiting areas at their own risk. The Department of Prisons will assume no liability for any injuries or damage or loss of property as a result of a person entering a visiting area or any other area within a facility.

WHO CANNOT VISIT

- Persons on active probation, parole, or other forms of conditional release, including, but not limited to, furlough or work release.
- Some persons with criminal records. The nature and extent of an individual's criminal record, supervision status, and history of recent criminal activity will be weighed against the benefits of visitation in determining visitation eligibility.
- Anyone incarcerated in any Philadelphia Department of Prisons facility in the last 180 days (6 months).
- Persons believed, by substantial evidence, to have a potential detrimental effect on the inmate or to constitute a threat to the security of the facility.
- Any visitor who has had his/her visiting privileges suspended.

IF YOU HAVE BEEN DENIED A VISIT

If you have been denied a visit because of one of the conditions noted above, you can request permission from the facility Warden. In compelling cases, such as immediate family members, the individual involved must obtain the permission of both the agency supervising such conditional release (when that is the case) and the Warden before being allowed to visit. In cases of persons with criminal records, the nature and extent of an individual's criminal record, supervision status, and history of recent criminal activity will be weighed against the benefits of visitation in determining visitation eligibility. Individuals whose visiting privileges have been suspended may write to the appropriate facility Warden seeking reinstatement of their visiting privileges. Reinstatement is not guaranteed.

POSSESSION OF ILLEGAL ITEMS

Illegal drugs and/or paraphernalia, alcohol, and weapons of any kind are not permitted on prison grounds at any time.

Any alcohol, drugs and/or weapons found in your vehicle (if parked on PDP grounds) or on your person can result in the visit being denied and the Philadelphia Police being called.

BEING PROCESSED FOR THE VISIT

- All visitors, regardless of age, must have proper forms of identification in order to visit. Adults must have a current, legal, government-issued photo identification (e.g. passport, driver's license, non-driver's license, etc.), with proof of current address.
- A visitor who cannot produce acceptable identification will NOT be permitted to visit.
- A visitor who falsifies identifying information will be suspended/banned from the facility for a period of time determined by the facility manager/designee.
- Every visitor, regardless of their age, is subject to search.
- If a visitor refuses to be searched before entering the facility, visiting privileges will be denied.
- Every visitor must successfully pass through a metal detector in order to be permitted into the visiting room.
- Facilities may use special devices to detect illegal drugs. Failure to pass these screenings will result in your visit being denied.

MINOR VISITORS

- Persons under the age of eighteen (18) may visit only when they are accompanied by a parent or guardian. This will require some identification, such as birth certificate, to verify the relationship.
- School-age children (ages 6-17) are not permitted to visit during normal school hours, and the parent/guardian should be prepared to produce a school identification card, when available, for the child/children, particularly for high school-age children.

FREQUENCY AND DURATION OF VISITS

Inmates will be able to receive two half-hour visits per week, or may combine the time into a one hour-long visit per week based on availability of space.

NUMBER OF VISITORS

No more than two adults and two children may visit at one time.

VISITING HOURS

- Visiting hours will be set by the Warden of each facility. Visiting hours will be prominently posted in the Lobby and housing units and in the facility section of this website.

- Visiting hours may be changed by the facility Warden. The inmate population will be given 30 days notice of the change.
- Visiting hours may be suspended by the Warden or his/her designee for emergency circumstances. Reasonable attempts will be made to reschedule the lost time, if possible.

HOLIDAY VISITS

Inmate visits are approved only on the following holidays:

- Thanksgiving Day;
- Christmas Day (except when it falls on a weekend); and,
- New Year's Day (except when it falls on a weekend).

ACCEPTABLE DRESS BY VISITORS

Listed below are some basic criteria:

- no plain white tee-shirts;
- no clothing that closely resembles an inmate uniform (orange jumpsuits, blue "scrub" tops);
- no clothing with hoods attached; no clothing with hoods attached or jackets;
- no hot pants/short-shorts (Bermuda shorts are permissible) or torn jeans;
- no see-through anywhere on the torso or revealing clothing;
- no halter tops, tank tops, sleeveless tops, or crop tops;
- no mini-skirts or dresses (must be within two inches of the knee);
- tops exceeding hip length must be worn when wearing spandex tights and "stretch" pants (the top must cover the hips when the visitor raises his/her arms above the head);
- no low rise pants or skirts revealing undergarments;
- no clothing with offensive or provocative language. No writing across the seat of pants/skirt
- no flip-flops or slippers; and
- panties/undergarments must be worn

NOTE: The PDP reserves the right to add to this listing. Always check with the visiting room officer if there are questions. Ask for a supervisor or contact CJO if you feel the decision to deny you entrance based on your garment is disputable.

ALLOWABLE/PROHIBITED ITEMS TO ACCEPT DURING VISITS

The following items will be allowed into the institution and into the possession of the inmate through the visiting process:

- Prescription eye glasses, dentures, and prosthesis **after approval by the health care provider**. Note: Medical, dental appliances, or other equipment will be accepted only with the advance written approval of the medical service provider on an Authorization to Receive Medical Appliance Form. The inmate must initiate the process for approval.

Personal clothing items, such as underwear, socks, pajamas, etc., are no longer accepted through the visiting process except for clothing exchange, as noted in the “Clothing Exchange” portion of this document.

Family and friends of an inmate may place an order for Prisons-specified items at the Commissary vendor website at any time. Items will be delivered within 48 business hours of confirmation, regardless of the inmate’s scheduled commissary delivery day.

Books, magazines, or other periodicals are not permitted to be given through the visiting process. Books, magazines, or other periodicals must be sent to the inmate directly from the publisher or commercial distributor.

GENERAL INFORMATION

- Inmates are informed of changes that may occur in visiting regulations.
 - It is the responsibility of each inmate to inform his/her visitor(s) of these changes.
 - Any violation of visiting regulations may result in the suspension of visiting privileges.
 - Visiting rules may vary slightly from facility to facility, but the rules are posted at each location. Visitors should make sure to educate themselves about a specific facility’s local visiting rules/policies.
 - Inmates in administrative segregation, disciplinary segregation, and protective custody have different visiting rules. Again, they are aware of the rules and should relay them to their visitors.
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- The following items are prohibited:
 - Cell phones and/or pagers
 - Any kind of device, whether worn or hand held, that has the capability of audio and/or video/photography recording and/or cell phone capabilities.
 - No jewelry of any kind

- No purses, bags, diaper bags, etc. Bring enough prepared formula and food for small children as wait times can be lengthy. Diaper bags can be placed in locker once visit begins. Strollers may be left in waiting room until visit is complete.
 - Tobacco products, including electronic cigarettes.
- At most facilities, lockers are available for use. Items not permitted in the visiting room should either be left in your vehicle or placed in the locker. All lockers are subject to search.
- Visiting room officers may assign specific seating locations for visitors and inmates, especially for those who are suspected of or have displayed problems with obeying procedures.
- Unused visits per week may not be carried over into the following week. It's a "use them or lose them" rule.
- It is possible that an inmate may not wish to visit even though the visitor is at the facility. The PDP cannot force an inmate to conduct a visit if he/she does not wish to do so.
- Visitors should arrive as early in the day as possible. In order to ensure a visit, visitors MUST arrive by the posted times for each facility.
- Visitors should realize that some inmates are involved in programs and/or activities when you arrive for a visit. The inmates must be located, notified, and, in some case, be escorted to the visiting room area to be processed for the visit – all which takes a significant amount of time.
- Money never may be given to an inmate. To place money on an inmate's account, visit <https://www.accesscorrections.com/> or utilize the kiosks in the facility lobbies.
- Profits from the lobby vending machines benefit each facility's Inmate General Welfare Fund.
- Visitors are responsible for supervision of and for keeping control of their minor visitors.
- There is no waiting area, so do not bring someone who cannot visit if they are intending to wait for you at the facility. Anyone who is not visiting shall be required to exit the facility grounds.
- Children and/or animals may not be left unattended in the vehicle.
- Because our facilities do have inmates perform janitorial services or duties outside of the facility perimeter, you may encounter those inmates. You are not permitted to have contact or conversations with them as you are reporting to the visiting room area. Doing so could jeopardize your visiting privileges.
- While in the visiting room, you may not converse with other inmates or their guests.
- Anyone appearing to be under the influence of alcohol or a controlled substance will not be permitted into the prison.
- Inmates and/or visitors who become disruptive, use loud, abusive or obscene language or who engage in sexual behavior will have their visit terminated and may be placed on visiting privilege restriction.
- Only upon meeting and departing, the visitor and the inmate may exchange a brief kiss and embrace.