

**Statewide Adoption and Permanency Network (SWAN)
Legal Services Initiative (LSI)**

INCARCERATION RESOURCE MANUAL

Prepared by SWAN LSI

Updated Spring 2025



*A case-planning tool to help achieve better outcomes for
children in the child welfare system with incarcerated parents*

Introduction

Nationally, approximately 2.7 million children are impacted by the life-altering event of having an incarcerated parent. The effects of parental incarceration on a child are complex and far-reaching. From a loss of contact and connection to a severing of the parent-child bond, the trauma of parental incarceration significantly impacts a child's well-being and potentially his or her overall permanency.

Some of the barriers that county children and youth agencies face when working with these parties became evident through regular program interaction between Pennsylvania's Statewide Adoption and Permanency Network (SWAN) Legal Services Initiative (LSI) and the counties. These barriers were further reinforced through the prior activities of the Administrative Office of the Pennsylvania Court's/Office of Children and Families in the Courts Dependent Children of Incarcerated Parents Workgroup.

SWAN LSI recognized that increasing the county children and youth agencies' knowledge and understanding of county prisons' policies, procedures and available services could support and strengthen connections between dependent children and incarcerated parents. The program developed the *SWAN LSI Incarceration Resource Manual* as a comprehensive tool for child welfare professionals to use for case planning with incarcerated parents and as a resource to support the county agencies' efforts to engage with these parties.

The spring 2025 edition provides relevant updates from each county prison. The information can be applied in many different ways to support the child-parent connection, such as:

- Supporting contact between the incarcerated parent and child by detailing guidelines and nuances regarding written and telephone communication.
- Supporting parent-child visitation by providing details on visitation schedules or video visitation.
- Supporting permanency by listing services available for the incarcerated parent and re-entry information.

Thank you to the county prisons throughout Pennsylvania whose staff have been overwhelmingly supportive of this project. Appreciation is also extended to the SWAN LSI paralegals who continue to assist with the ongoing development, accuracy, and success of this project.

All information provided in the SWAN LSI Incarceration Resource Manual is provided for information purposes only. Although every reasonable effort was made to present current and accurate information, SWAN LSI makes no guarantees of any kind and cannot be held liable for any outdated or incorrect information.

If you have any updates about county prison policies and procedures, questions or concerns please contact lsi-irmupdates@diakon-swan.org.

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Adams County Adult Correctional Complex (ACACC)

Katy Hileman, Warden

khileman@adamscountypa.gov

Larry Snyder, Assistant Warden

lsnyder@adamscountypa.gov

Jorge Alvarez, Deputy Warden of Training and Accreditation

jalvarez@adamscountypa.gov

45 Major Bell Lane

Gettysburg, PA 17325

Phone: 717-334-7671

Fax: 717-338-3418

Treatment Department Information

Barbie Taylor, Director of Treatment Services

bjtaylor@adamscountypa.gov

717-334-7671 x3102

Serena Bosman, Treatment Specialist

sbosman@adamscountypa.gov

Britany Noble, Treatment Specialist

bnoble@adamscountypa.gov

717-334-7671 ext. 3181

Catrina Todd, Treatment Specialist

ctodd@adamscountypa.gov

717-334-7671 ext. 3182

Visitation

- **Contact/Non-Contact**

All visitation at this time is non-contact through glass. There is also visitation permitted for the inmates on tablets.

- **Visitation Schedule**

The link to the visitation schedule is below. <https://www.adamscountypa.gov/getmedia/239201bb-183f-4b55-b287-e06fc89506f5/VisitationInformation.pdf>

- **Frequency/Number of Visits**

Visits are 30 minutes long.

- **Documentation Required**

Visitors must present a valid US government-issued photo ID.

- **Dress Code**

See visitation information for dress code: <https://www.adamscountypa.gov/getmedia/239201bb-183f-4b55-b287-e06fc89506f5/VisitationInformation.pdf>

- **Visitation Exceptions for Professionals**

Professionals are to call Captain Darrell Smith. Current visitation is 7a.m.-3 p.m., however, professionals can visit outside of this time (if they schedule). This includes county caseworkers. Please see the visitation schedule

<https://www.adamscountypa.gov/getmedia/239201bb-183f-4b55-b287-e06fc89506f5/VisitationInformation.pdf>

Nuances/Tips/Other Important Information

- Visitors can find the inmate's housing unit and cell number for visitation time by contacting the ACACC.
- Housing assignments and visitation times may change. It is the inmate's responsibility to notify visitors of changes.
- Visitors must arrive 15 minutes before the visitation time. Visits will not be granted to late visitors.

Communication

Mail

All incoming mail will be processed Monday through Friday. All mail will be screened for contraband and forwarded to inmates by the next business day. Only letters, literature or pictures sent by the U.S. Postal Service with a return address, will be accepted. See [Appendix 1A](#) for more information.

All incoming mail must be addressed as follows:

Inmate's Name and Prison ID #

Adams County Adult Correctional Complex

45 Major Bell Lane

Gettysburg, PA 17325

Telephone

Inmates may use telephones in their housing units as scheduled. All calls, whether local or long distance, must be completed as "collect" or through debit calling. See [Appendix 1B](#) for more information.

Digital Communication

Inmates may have access to digital tablet devices in their housing units as scheduled. These devices allow for video visitation and can be arranged as described in [Appendix 1C](#).

Outside agencies may request video conferencing by contacting Records Manager, Susan Keefer at skeefers@adamscountypa.gov.

Reentry

The ACACC provides eligible incarcerated individuals with an opportunity to participate in a transitional reentry living and learning environment called Transition to Success. Modeled after the Scandinavian prison model, Transition to Success is located on the ACACC grounds within a minimum-security building. The program opened in Fall 2024. A work release program is offered at ACACC for those incarcerated who meet eligibility. Program participants are housed in a minimum-security building located on ACACC grounds. For additional information on the work release program, to include the pre-commitment packet and application, please follow the below link. <https://www.adamscountypa.gov/departments/adultcorrectioncomplex/work-release>

Treatment Classification/Assessment

In conjunction with contracted staff, volunteers, and ACACC staff, the Treatment Department offers the following programs:

- Cognitive Behavioral Programs
- Educational Services
- Employment Skills
- Life Skills
- Parenting Programs
- Mental Health Services
- Religious Services
- Substance Abuse Services
- Violence Prevention Programs

Please see [Appendix 1D](#) for more information.

In addition to programming, treatment staff assists with case management functions related to stabilization factors for re-entry to the community.

For any additional information not included on this form or any of the county appendices, visit the Adams County Adult Correctional Facility website at: <https://www.adamscountypa.gov/departments/adultcorrectioncomplex>

Appendix 1A — Adams County Adult Correctional Complex Mailing Information

Items such as stamps, envelopes, paper, etc. will not be accepted by U.S. mail, as they are available through the inmate commissary.

Stamped envelopes are available through the commissary. Any additional postage will be charged to an inmate account. All outgoing correspondence must be sealed by the inmate before placing it in the mail collection box.

Inmates without funds may purchase stamps, paper, and envelopes from the commissary with their indigent allotment (Welfare Commissary).

No photographs larger than 4" x 6" will be accepted. Pictures that contain nudity, gang-related activities, drug and alcohol references and Polaroids are unauthorized and will be returned to the sender. The entire contents of the letter will be returned.

Any mail received that poses a threat to the security of the institution or is deemed inappropriate by the warden or designee will not be distributed. This mail will be confiscated and held for further inspection, investigation and determination for criminal charges (e.g., pornography, information on topics such as drugs, weapons, prison disruptions, etc.).

Appendix 1B — Adams County Adult Correctional Complex Telephone Information

Debit calling is tied to the inmate account. The inmate will be issued a Personal Identification Number (PIN) during intake processing. This number will allow the inmate to make debit calls to the phone numbers on their “allowed” list. The inmate may have up to five phone numbers on this list. The inmate must also have more than \$20 on the inmate account to make a debit call. If the inmate account falls below \$20, the inmate cannot make more debit calls until they receive more funds. The inmates are not allowed to use any other inmates assigned (TID) number; use of another inmate’s (TID) number is strictly prohibited and will result in disciplinary action.

Three-way telephone calls are strictly prohibited and will result in disciplinary actions.

Inmates on disciplinary custody status will only be permitted phone calls during verified emergency situations (i.e., death in the family).

The staff will not accept any outside calls for the inmate or pass along any messages. If in the judgment of the treatment director or shift commander an incoming call is determined to be of an emergent nature, the inmate will be notified without delay and authorized to return the call. In the case of a verified emergency, the inmate may request a non-collect phone call through the shift commander.

All telephone calls, with the exception of attorney calls, are subject to monitoring and recording. If special assistance is needed due to a visual or hearing impairment, the inmate must notify their treatment specialist.

Appendix 1C — Adams County Adult Correctional Complex Digital Services

Inmates at the ACACC do have access to tablets in general housing units. These tablets may be used for telephone calls, messaging and video visitation. All communications through the tablet system are subject to monitoring and recording.

Family and friends interested in setting up an account to communicate via the tablet systems should visit: www.gettingout.com

The inmate tablet system is not provided or serviced by the County of Adams or the Adams County Adult Correctional Complex. All requests for support related to the tablet system should be directed to:

Friends and Family Customer Service:

- Call 866-516-0115
- Website: www.gettingout.com

Appendix 1D — Adams County Adult Correctional Complex Treatment Services

Cognitive Behavioral Programs: These evidence-based programs are designed to assist inmates in the identification of thinking traps, which can lead to criminal thinking and negative behaviors. Programs focus on criminal and addictive thinking and trauma-related experiences to address the underlying issues, which cause a heightened risk of recidivism.

Educational Services: The Lincoln Intermediate Unit No. 12 offers Adult Basic Educational Services, GED preparation, and Act 30 services to the inmate population.

Employment Services: Inmates are given the opportunity to participate in an employment preparation curriculum, which includes resume building, job application readiness, interviewing skills, and budgeting. Inmates may also apply for participation in the Work Release program once employment is obtained.

Life Skills: In order to assist inmates with reintegration, ACACC staff offer assistance in building skills on topics of finances, using community resources, and personal hygiene to name a few.

Parenting Programs: Inmates are offered parenting skills through an evidence-based curriculum facilitated by both ACACC staff and outside agencies.

Mental Health Services: Inmates have access to on-site mental health groups, on-site individual sessions, telehealth individual sessions and psychiatric/medication management.

Religious Services: The Chaplaincy department ensures that the religious needs of the inmates are met through on-site religious services, spiritual guidance, and providing religious materials as approved through ACACC Policies and Procedures.

Substance Abuse/MAT Services: The ACACC offers on-site outpatient services, education and support services to those who struggle with substance abuse. The ACACC also provides a MAT program for those who are addicted to opioids and are interested in Buprenorphine or Vivitrol for maintenance.

Violence Prevention: Evidence-based programming is utilized by both ACACC staff and contracted workers, to provide inmates with education related to victim awareness and batterer's interventions.

Allegheny County Jail

Trevor Wingard, Warden

trevor.wingard@alleghenycounty.us

Lee Estock, Deputy Warden

lee.estock@alleghenycounty.us

Blythe Toma, Deputy Warden of Administrative Operations & Employee Development

blythe.toma@alleghenycounty.us

Holly Martin, Deputy Warden of Healthcare Services

holly.martin@alleghenycounty.us

Fred Young, Deputy Warden of Operations

fred.young@alleghenycounty.us

Connie Clark, Assistant Deputy Warden of Programs and Services

connie.clark@alleghenycounty.us

950 Second Ave.

Pittsburgh, PA 15219

Phone: 412-350-2000

Fax: 412-350-2032

Counselor Contact Information

Based on the pod where an inmate is assigned

For counselor information call 412-350-2000 and select option #3

Visitation

• Contact/Non-contact

All visits are non-contact; however, children in the care of the Office of Children, Youth and Families may have contact visits via court order, as well as parents enrolled in reentry parenting classes. Contact visitors and other visitors may be asked to pass through a drug detection scanner.

• Visitation Schedule

- Before scheduling a visit, visitors must register to become an approved visitor by calling 412-350-2413 or bringing a state-issued ID to the jail lobby. Once approved, visitors can schedule visits online at <https://alleghenypa.gtlvisitme.com> or by calling 855-208-7349. All visits must be scheduled at least two days in advance, but no more than seven days in advance.
- Visitors may check-in 30 minutes before the scheduled visit, and must arrive no later than 15 minutes before the visit. Visitors need the inmate's Department of Corrections (DOC) number to complete check-in; lobby personnel are prohibited from disclosing the inmate's DOC number or the names of those on the inmate's visiting list. This information must be obtained directly from the inmate.
- See [Appendix 2A](#) for the visitation schedule by inmate pod. The visiting schedule is subject to change or cancellation; call the prison or check the website) for the most current information.

• Frequency/Number of Visits

- The visiting week for all inmates is Monday to Saturday. The general population is permitted two visits per week, but only one visit per day. Inmates in disciplinary housing are permitted only one visit per week.
- A maximum of three people are permitted per visit and visits only last one hour.
- Visiting more than one inmate on the same day is not permitted without a valid reason and must be approved by Chief Deputy Warden BY PHONE at (412) 350-2027.

• Documentation Required

- You must have a current driver's license or government-issued photo ID that includes your address and date of birth in order to sign up for a visit. Expired IDs will not be accepted. Proof of vaccination is also required for visitor over the age of five.
- Children under 18 must be accompanied by a parent, grandparent or guardian; however, they do not need to be on the visitor list. The person accompanying the child must present evidence, such as a birth certificate, that they are the legal guardian.

• Dress Code

Everyone entering the Allegheny County Jail for professional or personal visits must adhere to the institution's dress code: <http://www.alleghenycounty.us/jail/visitors/dress-code.aspx>. Visiting area officers can deny entry into the jail to anyone they deem inappropriately dressed.

• Visitation Exceptions for Professionals

Caseworker visits count against the allowed number of visits.

All professional visitors must be registered to schedule using RENOVO. Please call 412-350-2036 or 412-350-2035 to register, or to find out the status of your registration, in advance of the RENOVO software being placed into production.

- **Nuances/Tips/Other Important Information**

- No one will be admitted for a visit without first exchanging a photo ID for a visitor's pass. If a visitor's pass is not returned, or if it is damaged in any way, visiting privileges will be suspended indefinitely.
- Except for photo ID, you must lock all of personal belongings in a locker in the front lobby, including wallets, purses, money, keys, beepers, cell phones, cigarettes, matches, lighters, food, beverages, pens, pencils, coats, jackets or other outer garments. Baby bottles are the only exception. The lockers require a 25 cent deposit which is returned upon departure.
- Ex-inmates are not permitted to visit for a minimum of one year without authorization from the warden.
- The inmate's approved visitors, attorneys and religious advisors are the only people authorized to drop off clothing for a court appearance. These individuals must be properly identified by a photo ID. Clothing may be dropped off a maximum of three days before the inmate's common pleas criminal court hearing. Clothing is accepted in the evenings between 7 and 9 p.m. only.
- The jail has a Family Activity Center, a special area solely for children and their caregivers who are waiting to visit. It includes child-friendly features such as a craft area, video nook, book corner and a giant pin screen. Mock visiting booths allow children to practice for their visit. Children must be accompanied by their parent or guardian while in the Center.

Communication

Mail

All incoming mail shall be addressed as follows:

Inmate's Name
Inmate's DOC Number
Allegheny County Jail
950 Second Avenue
Pittsburgh, PA 15219

For the full mail policy, including a list of items inmates can and cannot receive, visit:

<https://www.alleghenycounty.us/jail/inmate-mail.aspx>

The policy procedure for legal mail has been updated effective September 1, 2017. More information can be found at:

<https://www.alleghenycounty.us/jail/attorney-mail.aspx>

Telephone

Inmates can make local and long-distance phone calls. Charges are paid with a prepaid account. To set up an account, contact GTL at 1-800-483-8314 or online at <https://www.connectnetwork.com/portal>.

See [Appendix 2B](#) for a list of rates by call type.

Digital Communication

No digital communication is available.

Reentry

This program is a joint effort by the Jail Collaborative to provide pre- and post-release services to men and women serving a county sentence in the jail or an alternative housing facility. All clients must be serving a county sentence of at least three months in Allegheny County, must be medium or high risk to recidivate based on a validated risk assessment tool, must have probation or parole in Allegheny County following their sentence and must not be involved with a specialty court.

Inmates may be referred to reentry and education classes by court order, program staff, jail staff or by written request as a self-referral. See [Appendix 2C](#) for a full list and description of each available reentry class.

Treatment Classification/Assessment Policy

No information was provided.

Services Available

- Drug and alcohol programs: <https://www.alleghenycounty.us/jail/drug-and-alcohol-programs.aspx>
- Education classes: <https://www.alleghenycounty.us/jail/educational-programs.aspx>
- Rehabilitative programs (faith-based programs through Foundations of HOPE): <https://www.alleghenycounty.us/jail/pre-release-and-aftercare-services.aspx>

For any additional information not included on this form or any of the county appendices, visit the Allegheny County Jail website at: <https://www.alleghenycounty.us/jail/index.aspx>.

Appendix 2A — Allegheny County Jail Visitation Schedule

Visiting schedules are subject to change or cancellation. Please call 412-350-2000 for the latest information.

Level 1: A, B / Lev 2: A, B, D, E, F Level 3: A, B, C, D, E, F / Lev 4: A, B, C, D, F Level 5: F / Lev 6: D, E, / Lev 7: D, E, / Lev 8: D	Sunday thru Saturday: 8:00am, 9:00am, 10:00am, 11:00am, 1:30pm, 2:30pm, 3:30pm, 6:00pm, 7:00pm						
Pod 1C: Juvenile Pod	Tuesdays, Thursdays: 2:30-3:30pm, 6:00-7:00pm Saturday, Sunday: 8:00-9:00am, 10:00-11:00am, 1:30- 2:30pm, 2:30-3:30pm, 6:00-7:00pm						
Pod 2C (Pod of HOPE) Pod 4E (Pod of HOPE)	Sundays: 11:00am-12:00pm, 1:30-2:30pm, 2:30-3:30pm, 3:30-4:30pm, 6:00-7:00pm, 7:00-8:00pm Tuesdays, Thursday: 12:45-1:45pm, 1:45-2:45pm						
Visiting hours for Inmates unable to go up and down stairs:	Sundays: 8:00-9:00am, 9:00-10:00am Mondays, Wednesdays: 9:00-10:00am, 10:00-11:00am, 11:00am-12pm, <table border="1"> <thead> <tr> <th>Males (Evening)</th><th>Females (Evening)</th></tr> </thead> <tbody> <tr> <td>Tuesday, Thursday, Friday</td><td>Monday, Wednesday</td></tr> <tr> <td>6:00-7:00pm, 7:00-8:00pm</td><td>6:00-7:00pm, 7:00-8:00pm</td></tr> </tbody> </table>	Males (Evening)	Females (Evening)	Tuesday, Thursday, Friday	Monday, Wednesday	6:00-7:00pm, 7:00-8:00pm	6:00-7:00pm, 7:00-8:00pm
Males (Evening)	Females (Evening)						
Tuesday, Thursday, Friday	Monday, Wednesday						
6:00-7:00pm, 7:00-8:00pm	6:00-7:00pm, 7:00-8:00pm						
Pod 4F (Female DHU Cells: 201-208; one visit/wk.)	Sundays, Mondays, Wednesdays: (Pods 201-208) 8:00-9:00am, 9:00-10:00am, 10:00-11:00am, 11:00am-12pm, 12:45-1:45pm						
Pods 5C, 5D (Male Mental Health)	Saturdays: 2:30-3:30pm, 3:30-4:30pm, 6:00-7:00pm, 7:00-8:00pm						
Pod 5B (Infirmary) <i>(Must be cleared for visits by jail physician in advance)</i>	Sundays: 8:00-9:00am, 9:00-10:00am, 6:00-7:00pm, and 7:00-8:00pm Mondays, Wednesdays: 9:00-10:00am, 10:00-11:00am, 11:00-12Noon, 12:45-1:45pm, 1:45-2:45pm, 6:00-7:00pm, 7:00- 8:00pm (must be cleared for visits by jail psychiatrist in advance) Tuesdays, Thursdays, and Fridays: 6:00-7:00pm, 7:00-8:00pm						
Pods 5B, 5C, 5D, Protective Custody:	Mondays, Wednesdays, Fridays, Saturdays: 8:15-9:15pm 5 MD Protective custody: Tuesday, Thursday, Sunday						
Pod 5E	Tuesdays, Thursdays: 12:45-1:45pm, 1:45-2:45pm, 6:00-7:00pm, 7:00-8:00pm Sundays, Fridays: 8:00-9:00am, 9:00-10:00am, 10:00-11:00am, 11:00-12Noon, 12:45-1:45pm, 1:45-2:45pm, 6:00-7:00pm, 7:00-8:00pm						
Pod 5MD (Female Mental Health) <i>(Must be cleared for visits by jail psychiatrist in advance)</i>	Sundays: 10:00-11:00am, 11:00-12:00pm Mondays, Wednesdays: 6:00-7:00pm, 7:00-8:00pm						

Pod 6F Protective Custody: Cells 101-112 and 201-228	Sunday, Mondays, Tuesdays, Wednesdays, Thursday, Fridays, Saturdays: 8:00am, 9:00am, 10:00am, 11:00pm, 1:30pm, 2:30pm, 3:30pm, 6:00pm, 7:00pm Cells 113-126: 8:15-9:15pm Mon, Tue, Wed, Thurs, Fri, Sat, Sun
Pod 7-D	Mon, Tues, Wed, Thurs, Fri, Sat, Sun 8:00am, 9:00am, 10:00am, 11:00pm, 1:30pm, 2:30pm, 3:30pm, 6:00pm, 7:00pm <i>except cells 119-124, those cells are 8:15-9:15pm every day of the week</i>
8E – Male DHU (One visit/wk.)	Mondays, Wednesdays, Saturdays: 8:00-9:00am, 9:00-10:00am, 10:00-11:00am, 11:00-12Noon, 12:45-1:45pm

In-person visits will be scheduled for one hour in length. The hours for in-person visitation are as follows:

- Monday-Friday: 8am-11, 1:30pm-3:30pm and 5pm-6pm
- Saturday: 8am-12pm

Inmates will be available to visit based on the following schedule:

- Monday – Level 1, Level 8, and Pod 5B
- Tuesday – Level 2 and Pod 5MD
- Wednesday – Level 3
- Thursday - Level 4
- Friday - Pods 5D, 5F, 5E
- Saturday – Pod 5MC

Visiting schedules are subject to change or cancellation. Visits canceled due to inmate movement, facility-wide lockdown or emergency situations will have to be rescheduled. Prior to arrival, visitors should call 412-350-2035 or 412-350-2036 to ensure their visit has not been canceled for any of these reasons.

Below are instructions on how to schedule court ordered contact visits and court ordered virtual video visitations, as well as professional visit requests inside the Allegheny County Jail.

Contact Visits:

ACJ Contacts

Casey Walsh, Support Services Staff Manager at the Allegheny County Jail
412-350-2096; Casey.Walsh@AlleghenyCounty.US

Amy Kroll, Administrator of Re-Entry Services at the Allegheny County Jail
412-350-5038; Amy.Kroll@AlleghenyCounty.US

Contact Visit Schedule: *Dates and times are subject to change.

- Male Court Ordered Visits: 1st Saturday of the Month from 10:30 am to 11:30 am
- Female Court Ordered Visits: 3rd Saturday of the Month from 8:30 am to 9:30 am

Scheduling Requirements:

- Court Ordered Contact Visit Cover Sheet to be filled out in its entirety.
The cover sheet should be communicated monthly and should be emailed to the above contacts by Wednesday prior to the requested visit.
(This includes the name of the caseworker/ transporter supervising the visits, as well as a copy of said individuals state issued photo identification.)
- A copy of the most up to date court order, if changed since last visit.

Visiting Requirements:

- The caseworker/ transporter of the visit should bring...
 - The caseworker or supervisor's state issued photo identification.
 - A copy of the child's birth certificate.
 - The caseworker or transporter will also adhere to the facilities 'Contact Visit Procedures'.

Virtual Court Ordered and Professional Visits:

ACJ Contact

Suzanne Sigler, Video and Visits Manager at the Allegheny County Jail

412-350-2279; Suzanne.Sigler@AlleghenyCounty.US

Scheduling Court Ordered Virtual Video Visits:

- The CYF caseworker needs to contact the Video Department and provide the most recent court order outlining the order for video visits.
- The ACJ Video Department operates Sunday-Friday.
- The department will collaborate with the CYF caseworker to determine a day and time that works for all parties to establish the recurring visit (weekly, bi-weekly, monthly, etc).
- The CYF caseworker will need to provide the video department with the name and email address of the parties that will be participating in the visit as the links CANNOT be forwarded as well as provide the email address, they themselves intend to monitor the visit from.
- Once the recurring visits are established, if any change and/or addition needs to be made, it is the responsibility of the CYF case worker to contact the video department.

Scheduling a Professional Visit between a CYF Employee and an Incarcerated Individual:

- The CYF employee requesting to see an individual in the ACJ needs to submit that request via the professional visit requesting website - <https://www.alleghenycounty.us/Government/County-Jail/Visitation/Professional-Visits>
- The ACJ Video Department operates Sunday-Friday.
- When submitting the request, the department suggests at least a 48-hour notice as short notice/last minute requests usually cannot be accommodated.
- It is also suggested to select three different dates and times when selecting options as the department is extremely busy and facilitates professional visit requests in-between court proceedings.
- Requests are scheduled on a "first come, first serve" basis and will be scheduled as close to the time option selected as possible.
- AFTER the visit has been scheduled, if other CYF employees also need access to the meeting, email the department at – ACJVideoOPD@AlleghenyCounty.US and provide the department with the names and email addresses of any other employee needing access to the meeting.
- Because the TEAMS links generated are secure, meeting invitations created by the department **CANNOT** be forwarded by those outside of the department and the meeting access information **SHOULD NOT** be shared with any other parties. If there are more participants on the call than what the department was notified of prior to the call occurring, the video call will be terminated without notice and a new request will need to be submitted.

Appendix 2B — Allegheny County Calling Rates

Call Type	Collect	Prepaid Collect	Debit and/or Inmate Base Prepaid
	Per Minute Rate	Per Minute Rate	Per Minute Rate
Local	\$0.22	\$0.19	\$0.19
Intralata/Intrastate	\$0.25	\$0.21	\$0.21
Interlata/intrastate	\$0.25	\$0.21	\$0.21
Interlata/Interstate	\$0.25	\$0.21	\$0.21
International	\$0.60	\$0.60	\$0.60

- **INTRAlata Call:** If the called party's number is within Pennsylvania state lines, but is outside of the local calling area.
- **INTRAstata Call:** If the called party's number is within Pennsylvania state lines, but is outside of the local and INTRAlata calling areas.
- **INTERstate Call:** If the called party's number is outside of the Pennsylvania state lines.

Appendix 2C — Allegheny County Jail Re-entry Classes

For more information on re-entry programs, visit <http://www.alleghenycounty.us/jail/re-entry-program.aspx>

Enrollment Policy

Inmates may be referred to reentry and education classes by court order, program staff, Jail staff, or by written request as a self-referral. The policy of the Allegheny County Jail for enrollment of all inmates in reentry and education classes is to give first priority to individuals who have been targeted for services based on risk and need. The order for placement in all classes is as follows:

1. Court ordered.
2. Reentry 1.
3. Reentry 2.
4. Reentry pod residents.
5. Treatment pod referrals.
6. Staff or provider referral.
7. Self-referral.
8. All above referrals for inmates who are low risk to recidivate.

Thinking for Change

Thinking for Change is a 12-week evidence-based program designed to help clients learn a new way of thinking by changing “criminal thinking” to a more positive way of solving problems and handling stress. It includes structured cognitive-behavioral treatment modalities and addresses thoughts and beliefs that lead to anti-social and criminal behaviors. While still incarcerated and in a controlled and monitored environment, the participants have the opportunity to model and practice problem-solving skills and report back to the group their pro-social behavior choices. The curriculum contains 22 lessons and can be expanded to meet the needs of the participant. A separate group is facilitated for veterans; the facilitators of this group are veterans.

Breaking Free: The Power of Choice

Breaking Free: The Power of Choice is an 8-week cognitive-behavioral treatment (CBT) program. The curriculum is based in part on Thinking for Change, the CBT program provided in the jail, and is offered in the community to clients referred by the county jail, probation, and through self-referral. Locations: community office, probation day reporting centers, renewal (men only), and in the jail on the reentry pod (1B, men only).

Precision Manufacturing 2000

New Century Careers provides hands-on job training in the manufacturing and machining industry and job placement services following completion. Male clients may enroll while still incarcerated in the Allegheny County Jail and will continue after release at the Southside location. Participation in the Jail is limited to male inmates who are active participants in the Reentry Program [BC1].

Family Support Services

Clients receive family support services, including coordination with and support for their families. Participants in parenting classes are eligible to receive additional structured contact with their families through structured family contact visits and family phone calls.

Parenting and relationship education builds the basic skills that clients need to develop and maintain healthy, nurturing relationships with their children, and helps them to understand how incarceration can impact a child’s life.

Inside-Out Dad

The nationally-known curriculum helps fathers learn parenting skills, including discipline, family problem-solving, responsibility, maintaining healthy relationships, building self-worth and creating a fathering plan. Clients enrolled in the class are also eligible for Family Support Services with a family support specialist.

Parenting on the Inside

The classes for women follow the “Parenting on the Inside” curriculum, which has been used in regional jails and state prisons nationwide to prepare women to manage the stress and emotions associated with being a mother in prison, handle difficult and sensitive situations with their children and connect with their children through phone conversations, letter writing and visitation. Clients enrolled in the class are provided with Family Support Services and the service of a family support specialist.

Walking the Line — Relationships

The relationships curriculum will address the challenges of incarceration on maintaining healthy relationships. The class will specifically address conflict resolution, communication, stress management, the impact and value of caregiver-child relationships and life skills to prepare for successful reentry into the community.

Batterers’ Intervention Program (BIP)

The Allegheny County Jail contracts with BIP providers to offer classes to help clients understand how abusive behaviors develop and progress. The program also offers solutions and helps to develop healthy options for dealing with their emotions. Clients may continue the classes in the community after release.

Armstrong County Jail

Jessica M. Hicks, Warden

jmhicks@co.armstrong.pa.us

Matthew Prazenica, Deputy Warden

maprazenica@co.armstrong.pa.us

171 Staley's Court Road

Kittanning, PA 16201

Phone: 724-545-9222

Fax: 724-545-9245

Counselor Contact Information

Brenda Cox, Director

724-543-9709

Jeff Waltman

724-543-9710

Visitation

• Contact/Non-Contact

Visitation with children can be once a month through glass if approved by the warden or if the inmate is participating in parenting classes.

• Visitation Schedule

Sunday (General Population): 1–3:30 p.m. and 6–8:30 p.m.

Monday (General Population): 6–8:30 p.m.

Tuesday: NO VISITATION

Wednesday (LOCK-UPS ONLY): 1–3:30 p.m.

Wednesday (General Population): 6–8:30 p.m.

Thursday: NO VISITATION

Friday (General Population): 6–8:30 p.m.

Saturday (General Population): 1–3:30 p.m. and 6–8:30 p.m.

Additional information can be found online at: <https://co.armstrong.pa.us/images/departments/jail/visitingrules.pdf>

• Frequency/Number of Visits

- All visits will be on a first-come, first-served basis and conducted in the visiting rooms adjacent to the lobby.
- All visitors must be on the “approved visitors list” or they will be turned away.
- Inmates will only receive one visit per day. It is the inmate’s responsibility to schedule visits with their visitor. Refused visits will be considered the inmate’s visit for that day.
- Lock-up visitation has a maximum time limit of 30 minutes per visit.

• Documentation Required

All visitors must show a current form of photo ID.

• Dress Code

All visitors must be dressed appropriately.

• Visitation Exceptions for Professionals

All “professional visits” by attorneys, probation, etc. will be conducted in the attorney/client rooms or as directed by the shift supervisor. All visiting rules apply to professional visits.

• Nuances/Tips/Other Important Information

- All visitors must be 18 years of age. No one under 18 years of age is permitted on jail property without prior approval of the warden.
- No more than two adults may visit any one inmate at a time.
- Only the items necessary to conduct the visit are permitted to be carried in by the visitor. The only items accepted from visitors are those that need to be endorsed or signed by the inmate. All endorsed items must be returned to the visitor and will not be kept by the inmate.
- More information can be found at <https://co.armstrong.pa.us/images/departments/jail/visitingrules.pdf>

Communication

Mail

The Armstrong County Jail provides each inmate with free postage on three letters per 30-day period if the inmate is indigent (\$2.00 or less on their account for 30 days). This includes a free letter when they are permanently transferred to another correctional facility. All inmates must purchase envelopes from the commissary for mailing. Privileged and legal correspondence going to the Armstrong County Court House is free for the inmate. Any mail that contains crayon, paint or marker drawings or writing with these

materials will not be given to the inmate and will be placed in their property. In addition, the envelope must complete the return address including the sender's full name.

All incoming mail must be addressed as follows:

Inmate's Name
Housing Unit Abbreviation and Cell #
171 Staley's Courts Road
Kittanning, Pa. 16201

Telephone

The phones are activated at 8 a.m. and turn off automatically at 10 p.m. The party the inmate is calling is responsible for any charges. Prior arrangements must be made for collect calls by the called party. Incoming calls are not permitted and will not be forwarded to the Inmate. Messages will not be accepted or delivered to inmates. Emergency and hardship calls are available by request to the counselor or the shift supervisor at their discretion.

Digital Communication

No digital communication is available.

Reentry

Work Release

Inmates sentenced to the Armstrong County Jail may apply for work release privileges that allow them to continue outside employment while in jail. The inmate is released only as necessary for his or her employment.

Treatment Classification/Assessment

Initial Classification

All inmates committed to Armstrong County Jail will initially be sent to the Classification Unit, CLU, where they will remain in their cell for the first 72 hours. After 72 hours, inmates are permitted day room privileges and visits if their visitors list is submitted. Inmates will also be seen by a jail counselor who will determine their classification. See [Appendix 3A](#) for more information.

Services Available

- Education (GED)/Counseling.
- Emergency Counseling Services.
- AA/NA Groups.
- Mental Health Treatment.
- Income/Work.

More information can be found in [Appendix 3B](#).

For any additional information not included on this form or any of the county appendices, you may visit the Armstrong County Jail website at: <https://co.armstrong.pa.us/index.php/departments-m/jail-m>.

Appendix 3A — Armstrong County Jail Classification

Treatment Classification /Assessment

An inmate may be reclassified for several reasons. The list below gives some examples but is not to be considered exhaustive:

- a) **Periodic review:** Conducted annually by the counselor.
- b) **New Charges:** When a classified inmate receives new charges for any reason.
- c) **Misconduct:** When an inmate receives a misconduct that doesn't result in criminal charges.
- d) **Medical or Mental Status:** When an inmate's medical or mental health declines or improves.
- e) **Involvement in Programs:** When inmates are involved in or complete self-improvement in-house programs that directly address the assessed needs of the inmate.
- f) **Sentenced Reviews:** When all charges against an inmate are resolved.
- g) **Suicide attempts.**
- h) **Removal from Suicide Watch.**
- i) **Administrative Needs:** When an inmate's classification is adjusted to meet the needs of the facility administration. This could move an Inmate up or down the classification scale.

Appendix 3B — Armstrong County Jail Services

Counseling and educational (GED/high school) services are available upon written request. Eligibility for services is determined by the department heads.

Emergency Counseling Services: If an inmate feels counseling needs are of an “emergency nature” he or she should report this to the first prison officer with whom contact is established.

AA/NA Groups: Alcoholics Anonymous (AA) and Narcotics Anonymous (NA) support groups are held regularly.

Drug and Alcohol Treatments: Counseling or treatment for drug or alcohol abuse is available for sentenced inmates.

Mental Health Treatment: Inmates request services in writing directed to the jail counselor. All psychiatric care is provided by the Family Counseling Center.

Income/Work: Armstrong County Jail has four types of inmate worker positions.

1. Housing Unit Workers

Housing unit workers clean common areas of the housing unit to which they are assigned. Housing unit workers are limited to two hours of work per day or a total of 14 hours of work per week.

2. Inside Clearance Workers

Inside clearance workers clean all areas of the inside of the jail except the main lobby, vehicle sally port and double red zones. Inside clearance workers are limited to four hours of work per day not to exceed 28 hours weekly.

3. Laundry

Laundry workers collect, separate, wash, dry, fold, stock and assist in the reissue of uniforms, whites, shoes, linens and blankets for the inmate population as well as maintain the laundry room. Laundry workers are limited to eight hours of work per day not to exceed six days of work per week.

4. Outside Clearance Workers

Outside clearance workers maintain the front lobby, vehicle sally port and all buildings and grounds on the outside of the facility. Outside clearance workers are limited to six hours of work per day not to exceed 42 hours of work per week.

Beaver County Jail

Jason Beasom, Warden

jbeasom@beavercountypa.gov

Matt West, Deputy Warden

mwest@beavercountypa.gov

Beaver County Jail

6000 Woodlawn Blvd.

Aliquippa, PA 15001

Phone: 724-378-8177

Fax: 724-378-5812

Counselor Contact Information

Steve Coley

724-378-8177, ext. 7518

Visitation

• Visitation Schedule

PODs RHU (Restrictive Housing), SNU (Special Needs), and A (Intake):

Wednesday: 8:00–10:30 a.m.

Thursday: 12:30–2 p.m.

PODs B, C, and D (General Population):

Friday: 8:30–10:30 a.m.

Saturday: 8:30–10:30 a.m. and 12:30–2 p.m.

Women's PODs:

Wednesday: 12:30–2 p.m.

Thursday: 8:30–10:30 a.m.

Work Release PODs:

Friday: 12:30–2 p.m.

• Frequency/Number of Visits

PODS, B, C, D and Women's PODS – One visit per day, two visits per week

PODS RHU, SNU, A and Work Release PODS – One visit per week

• Documentation Required

All visitors are required to provide an acceptable photo ID.

• Dress Code

N/A

• Visitation Exceptions for Professionals

Caseworkers are now permitted to supervise visitation but must complete orientation and pass background checks.

• Nuances/Tips/Other Important Information

- Inmates must provide each visitor's full name to the jail before anyone can visit them. This information will be put in the visitor's log as an authorized visit. Anyone arriving late or who does not have a visiting order will not be allowed to visit the inmate.
- Only children of the inmate can visit. A birth certificate must be provided showing the incarcerated parent's name on the birth certificate.

Visits are limited to two (2) half-hour visits a week (one (1) per scheduled day) except for an offender classified as RHU, SNU who will receive one (1) half hour visit per week

When more than one (1) person visits at a time, it will consist of either two (2) Adult 18 or over, two (2) adults and one (1) child or one (1) adult and two (2) children.

Anyone under 18 years of age must be accompanied by a parent or guardian who has photo identification. Juveniles birth certificates, whether the original or a copy, must accompany these individuals. In order for a child to visit, the person they are visiting name must appear on the child's birth certificate. In cases where the incarcerated subject is the child's legal guardian, a legal document showing Guardianship must accompany the child's birth certificate, there are NO

EXCEPTIONS

All Visits are based on a first come, first serve basis. A current up-to-date photo identification is required with every visit. (No ID, NO Visit, No Exceptions).

For those who haven't completed a "Visitation" form:

- a) Please keep in mind that your List has to be approved by Treatment
- b) It's not our responsibility to make sure you've completed a "List". If you don't want to see anyone just don't fill one out.
- c) No one will be added for 90 days **(NO EXCEPTION)**.

If you've been here and already completed a form unless 90 days has passed this is the list that will be used.

Communication

Mail

Any mail sent to an inmate must be sent through the U.S. Postal Service. No other delivery service may be used. The mail envelope must contain the inmate's name, and jail address. Do not send anything in a box or package, padded envelope, bag or an envelope with any metal in it. No postcards or greeting cards allowed. All mail is opened, read and examined by the jail administration, and the mail will be sent back to the person who mailed it if deemed inappropriate. Incoming mail for inmates must be addressed as follows:

Inmate's Full Name

Beaver County Jail
6000 Woodlawn Blvd.
Aliquippa, PA 15001

There is no restriction about the number of letters an inmate may receive or send.

Telephone

After initial processing is completed, inmates are permitted to make collect or debit calls (if they have money on their account). All phone calls from jail are collect calls or through a pre-paid phone account. Calls made in jail are a lot costlier than phone calls made at home. Phone calls are restricted on when and how often you can use the phone, but inmates should be aware that a long line can form at the phones, because everyone wants to use the phone, too. If an inmate breaks the rules and is disciplined, their use of the phone might get cut back or forbidden.

Digital Communication

There are tablets on the housing units now that allow for FaceTime-type calls as well as text/email-type communication. These are fee services paid for by the inmate off their account or by their family/friends in the community. GTL Offender Connect is the company that runs the phones/tablets.

Visit schedule:

Visits will begin weekly @ 9:00am. Afternoon hours are from noon to 3:00pm except for Sundays.

Wednesday Morning: SNU 0900hr-1030hr

Wednesday Afternoon: Females 12noon-1430hr

Thursday Morning: Intake 0900hr-01030hr

Thursday Afternoon: RHU 12noon-1430hr

Friday Morning: Females 0900hr-10:30hr

Friday Afternoon: General Population and Inmate Workers 12noon-1400hr

Saturday Morning: Intake 0900hr-1030hr

Saturday Afternoon: General Population and Inmate Worker 12noon-1400hr

There will be no visits on the following holiday: New Years, Flag Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Good Friday, Thanksgiving, Christmas and the day after each.

Reentry

N/A

Treatment Classification/Assessment

N/A

Services Available

The counselor's responsibilities do not include mental health treatment or advising on legal matters. The counselors can assist with:

- Work release programs.
- Referrals for drug and alcohol programs.
- Referrals for GED programs.
- Finding information about employment, continuing education and community resources.
- A parole plan to address upcoming release needs such as housing, transportation, drug or alcohol treatment and other support services.
- Drug and alcohol treatment.
- Individual and group counseling.
- Parenting classes.
- Education – Act 30 and GED classes.

For any additional information not included on this form or any of the county appendices, you may visit the Beaver County Jail website at: <https://www.beavercountypa.gov/departments/county-jail>.

Bedford County Correctional Facility

Joseph Eichenlaub, Warden

jeichenlaub@bedfordcountypa.org

Matthew Hale, Deputy Warden

mhale@bedfordcountypa.org

425 Imlertown Road, Suite 1

Bedford PA 15522

Phone: 814-623-2955

Fax: 814-624-2649

Counselor Contact Information

Lucille Kentner

814-623-2955, Ext. 9bsi

lkentner@bedfordcountypa.org

Visitation

• Contact/Non-Contact

Contact visits are permitted for parents whose children are in the custody of the children and youth agency and are facilitated by CYS. The jail works with the sheriff's office to transport parents to the courthouse, where a room is set aside for such visits. This can occur once or twice per week depending on the inmate.

• Visitation Schedule

Men: Tuesday, Friday and Sunday

Women: Monday, Thursday and Saturday

RHU: Wednesday

Juvenile: Wednesday

9–11 a.m., 1–4 p.m., 7–9 p.m.

Additional facility visitation information can be located at:

https://www.bedfordcountypa.org/document_center/Correctional%20Facility/VISITATION%20POLICY%20for%20web.pdf

• Frequency/Number of Visits

- Each inmate can have two visits per week with authorized visitors during scheduled visiting hours, with the visiting week starting on Monday. Visits are limited to one hour, which may be shortened to 30 minutes if other visitors are waiting.
- If anyone becomes disorderly during a visit, the visit will be terminated. Visitors who become disorderly may have their visitation rights suspended.
- Only three visitors may visit an inmate at a time, provided they register together. If at any time the facility enters lockdown, visits will be cancelled.

• Documentation Required

All minors must show proper identification (school ID or birth certificate) and be accompanied during the visit by a parent, legal guardian or another responsible adult (as determined by BCCF staff). All adult visitors MUST have a valid state-issued ID for admittance. Each visitor's (including minors) full name and complete address must be registered and logged onto the visitor's sign-in sheet.

• Dress Code

Revealing, suggestive or otherwise inappropriate attire is strictly prohibited. The following are not permitted:

- See-through (transparent) and spaghetti straps
- Shorts above mid-thigh level (inseam length)
- Skirts above mid-thigh level (hem length)
- Skirts with splits that extend above mid-thigh
- Tube or tank top athletic shirts and halter tops (regardless of gender)
- Shirts or jerseys that expose the midriff or significant portions of the torso
- Low-cut-blouses or shirts
- Spandex clothing (skintight), such as aerobic and jogging attire
- Ragged, skin-tight or torn jeans (exposing portions of the body above mid-thigh or underwear)

• Visitation Exceptions for Professionals

Special visits for inmates may be approved by the warden or designee under certain circumstances.

• Nuances/Tips/Other Important Information

- Additional visitor information may be found in [Appendix 5A](#).

Communication

Mail

All incoming mail is screened for contraband. Only correspondence or photos admissible into the U.S. Postal Service and approved by the proper authority are accepted if it poses no threat to the facility. No materials that are deemed to be pornographic or identified as gang-related will be accepted and will be immediately returned to the sender. Any illegal substance will be sent to the local authorities for prosecution. Information printed from computer websites and chat rooms will not be accepted unless it is case law or legal precedence material that is not in excessive quantities. Books, magazines, newspapers, etc. must be sent through a commercial publisher (Amazon, Barnes & Noble, Bedford Gazette)

Only money orders will be accepted through mail, no personal checks or cash will be received.

All incoming and outgoing mail must have a complete return address and full name. Correspondence with inmates in other facilities is prohibited without written approval from the wardens of both facilities. No stickers or tape on mail is allowed.

Mail should be addressed as follows:

Bedford County Correctional Facility
Inmate's Name
425 Imlertown Road
Bedford, PA 15522

Digital Communication

No digital communication is available.

Reentry

Work release is available if the inmate had a job prior to incarceration, has been sentenced and will be incarcerated for a short term (90 days to one year). The inmate must apply through probation and be of no risk to the community and not considered a flight risk.

Treatment Classification/Assessment

This assessment is completed by Ron Kaszubski. There is a form with a series of questions along with a medical form that are answered by the inmate. This also includes questions regarding what services are needed for an inmate or what treatment has been court-ordered.

Services Available

- Inmate work opportunities.
- Religious services.
- Counseling.
- Alcoholics Anonymous.
- Narcotics Anonymous.
- Education programs.
- Work programs.
- Reforms Anonymous (currently offered for men only).

For any additional information not included on this form and/or any of the county appendices, you may visit the Bedford County Correctional Facility website at: https://www.bedfordcountypa.org/departments/correctional_facility/index.php

Appendix 5A — Bedford County Correctional Facility (BCCF) Visitation

Updated 07/08/15

Newly committed inmates receive an authorized visitor list that requires that all inmates to list potential visitors and have those visitors approved prior to receiving visits. The authorized visitor list must be completed in its entirety, listing the name, address, date of birth, gender and relationship of all potential visitors. The potential visitor's name, address, DOB and gender must match exactly the information on the visitor's driver's license or state-issued photo identification card. If any discrepancies between the visitor's ID card and the inmates approved visitor list are found, the visitor will be turned away.

The authorized visitor list may have no more than ten people. Only those added to the list and approved by the BCCF administration will be permitted to visit the inmate. The inmate will be informed if any requested visitors are denied.

Reasons for denial of a potential visitor include:

1. The requested visitor was incarcerated at the BCCF within the past year.
2. An active protection from abuse or court-ordered no-contact order between the requested visitor and the inmate.
3. Information on the authorized visitor list was not completely filled out.

The authorized visitor list may be changed only once every 30 days through a written request to the deputy warden, at which time the inmate will be given a supplementary authorized visitor list to add or remove visitors.

VISITATION

Each inmate can have two visits per week with authorized visitors during scheduled visiting hours, with the visiting week starting on Monday. All minors must show proper identification (school ID or birth certificate) and be accompanied during the visit by a parent or legal guardian. Special visits for inmates may be approved by the warden or designee under certain circumstances. Length of visit is one hour; however, visits may be limited to 30 minutes if other visitors are waiting.

If any person becomes disorderly during a visit, the visit will be terminated. Visitors who become disorderly may have their visitation rights suspended for a specific period of time or suspended indefinitely. Only three visitors may visit an inmate at a time, provided they register together. All adult visitors **MUST** have a **valid state-issued ID** for admittance. Each visitor's (including minors) full name and complete address must be registered and logged onto the visitor's sign-in sheet. If at any time the facility enters lockdown, the visits will be cancelled.

Visits will be terminated under the following conditions:

- Visitors introducing contraband into the facility can and will be prosecuted to the full extent of the law.
- Any loud, abusive language or behavior will cause the visit to end.
- Visitors who refuse to follow staff directives.
- Visitors must control children in the lobby or visiting area. Visitors who are unable to maintain proper control of their children may have their visit terminated and be asked to depart facility grounds.
- Children cannot be left unattended in the lobby area.
- Visitor is under the influence of drugs or alcohol.
- Visitor refuses to show proper identification.
- Visitors to the BCCF must lock their vehicle and roll up the windows when the vehicle is unattended. Visitors ARE NOT permitted to bring cell phones, lighters, tobacco products, bags (purses, diaper bags, etc.), weapons or drugs into the facility.
- Visitors may not gather outside of vehicles, loiter in the parking lot or anywhere on facility grounds.
- Visitors who are disrespectful to facility staff, fail to follow direction, use abusive language or become disruptive shall have their visitation privileges suspended for a period of time or indefinitely.

Berks County Jail System

Jeffrey Smith, Warden

jsmith@berkspa.gov

Jeffrey Schearer, Deputy Warden

jschearer@berkspa.gov

Stephanie Smith, Deputy Warden

sesmith@berkspa.gov 1287 County Welfare Rd.

Leesport, PA 19533

Phone: 610-208-4800

Fax: 610-376-0956

Counselor Contact Information

Jessica Collins, Clinical Supervisor

610-208-4800, ext. 4203

jcollins@berkspa.gov

Visitation

• Contact/Non-Contact

Visitation at the Berks County Jail system is through glass. If an inmate is involved in the reentry program, they are permitted to have contact visits at the community reentry center.

• Visitation Schedule

- Each inmate is permitted three (3) thirty (30) minute in-person visits per calendar month. Inmates will be permitted three (3) visitors at each visit. In addition to in-person visits, each inmate is credited with two (2) free 15- minute video calls each week. <https://www.berkspa.gov/departments/jail-system/visitation>
- Visitors must arrive 15 minutes prior to the scheduled visit time. If a visitor does not show up on time, they will not be permitted to visit.

• Frequency/Number of Visits

Inmates are permitted two visits per week. Each visit is scheduled for 30 minutes. For questions about visitation contact the Treatment Department at 610-208-4800, ext. 4200

• Documentation Required

- Those under the age of 18 are only permitted to visit a parent, stepparent, legal guardian, spouse or sibling when they are added to an inmate's visitation list at the time of commitment. Adults supervising minors must provide identification information about the minors for each visit; name, address and date of birth are all required.
- Visitors over 18 must provide an accurate social security number and driver's license (or photo ID) number when they register in the lobby in the visitation area for their first visit. After the first time, visitors are required to register and present a photo ID with a valid and current address. Acceptable forms of identification are driver's license, state identification card, active military IDs and passports that include addresses.

• Dress Code

Information about the prison's dress code can be found at

<https://www.berkspa.gov/departments/jail-system/friends-and-family-visitation>

• Visitation Exceptions for Professionals

- Information for professional visitors, including the professional visitor application for entrance, can be found at <https://www.berkspa.gov/departments/jail-system/professional-visitors>

• Nuances/Tips/Other Important information

- Anyone released from jail within the past two years will not be permitted to visit the inmate. Those on parole must provide written approval to visit from their parole officer. Inmate must have completed the quarantine period to be eligible for a visit. Violations of any visiting regulation or failure to cooperate with staff in any way during a visit may result in a restriction or loss of inmate's visiting privileges.
- Changes to the inmate's original visitor list submission may be made by submitting an Inmate Communication Form. Up to a 14-day waiting period on any changes requested may be experienced.

Communication

Mail

All incoming mail must be addressed as follows:

Inmate's Name

Berks County Jail System #

Berks County Jail System

1287 County Welfare Rd.
Leesport, PA 19533

Any mail received with an illegible, partial or missing return address, or that contains tape or labels, will be returned to the post office. Mail may be refused if deemed inappropriate for distribution into the institution. For more information, please refer to page 8 of the Inmate Handbook.

In addition, do not send envelopes, stamps, copy paper, writing paper, clothing, undergarments, sneakers, cash or personal checks; all of these items are considered contraband if received through the mail system.

The Inmate Handbook can be accessed at <https://www.berkspa.gov/departments/jail-system/inmate-services>

The Inmate Handbook in Spanish can be accessed at <https://www.berkspa.gov/departments/jail-system/inmate-services>

Telephone

The inmate jail telephone system provider, DSI ITI LLC, accepts payments for inmates' telephone calls from either the inmate or the person being telephoned. Payments can be made by taking funds from the inmate's account or through a debit account that is maintained by persons being called. Friends or family wishing to open a collect account should contact DSI ITI LLC at 1-814-949-3303. Profits from this system are deposited into the inmate welfare fund. Local calls generally cost \$1.35 for 20 minutes.

Note: Any telephone call can be monitored or recorded for security purposes. If you have any questions about the telephone system, please call 610-208-4800, x 4775. Those who wish to deposit money on an inmate's account may do so by using the services offered through OffenderConnect. OffenderConnect is a deposit service to add money to an inmate's trust fund jail account or prepaid telephone account. Money can be added online at www.offenderconnect.com; through the jail's lobby kiosk (Deposit kiosk accepts cash (\$5, \$10, \$20, \$50, \$100 bills); credit/debit cards (MasterCard and Visa); telephone payment: 1- 814-949-3303; trust deposits: 1 -888-988-4768 (Site ID: 61).

Digital Communications

Video conferencing is available for court. The caseworker should contact the Treatment Department supervisor to coordinate the video conferencing.

Reentry

The Berks Connections/Pre-Trial Services (BCPS) at 19 N. 6th St., 4th Floor, Reading, PA 19601.

(<https://www.berksconnections.org/reentryservices>)

BCPS provides case management and reentry services for the Reentry Program at the Berks County Jail.

Treatment Classification/Assessment

The Berks County Jail has an objective classification system to determine custody level and eligibility for program participation. The five custody levels of classification (listed from most to least restrictive) are administrative segregation, maximum, medium, minimum and trustee.

Based on a review of all available information, the Institutional Classification Committee determines initial classification status. In some cases (generally involving medical, mental health, and adjustment problems) inmates can be detained on a classification unit or placed into administrative segregation. Periodically, classification status will be reviewed and may be changed.

Each housing unit has a counselor or caseworker assigned to it, and inmates have the ability to sign up and meet with the unit counselor Monday through Friday. If you have questions about an inmate, contact the Treatment Department at 610-208-4800, x 4200, Monday–Friday 8 a.m.–4 p.m. and you will be directed to the appropriate counselor or caseworker.

Services Available

Jail-Based Programs:

- Stress and anger management.
- Values clarification.
- Choices and Consequences.
- Parenting.
- Sex offender treatment.
- GED classes.
- Healthy Lifestyles.
- Interpersonal Communication.
- Back on Track.
- Batterers' Intervention.

Community Reentry Center (CRC):

- Cognitive behavioral programming.
- Walking the Line.
- Volunteer mentoring.
- Treatment services.

- Forensic services.
- GED classes.
- Computer lab.
- Work release.
- Interviewing skills.
- Clothing bank.
- One-on-one job-related assistance and counseling.
- Staff from collaborative agencies providing multiple workshops.
- New Road Ministry.
- Father's Voice.
- Employment programming.
- Domestic relations cases.
- Substance abuse and mental health recovery.
- Housing assistance.
- Family and community restoration.
- Prevention Partnership of Berks County.
- Immediate Post-Release Needs.
- HelpLink/COMPASS.

For any additional information not included on this form or any of the county appendices, you may visit the Berks County Jail website at: <https://www.berkspa.gov/departments/jail-system>

Blair County Prison

Abbie Tate, Warden

atate@blairco.org

Cory Yedlosky, Deputy Warden

cyledlosky@blairco.org

Shaun Edmundson, Deputy Warden

sedmundson@blairco.org

419 Market Square Alley

Hollidaysburg PA 16648

Phone: 814-693-3155

Fax: 814-695-0101

Counselor Contact Information

Darlene Wilt

dwilt@blairco.org

814-693-3155 Ext. 4241

Visitation

- **Contact/Non-Contact**

All visits will be non-contact visits behind glass unless contact visits are court-ordered.

- **Visitation Schedule**

Visits must be previously arranged.

- **Frequency/Number of Visits**

Inmates are permitted three one-hour visits per week.

- **Documentation Required**

Caseworkers will need their professional ID. The child needs an ID (school ID, birth certificate, etc.).

- **Dress Code**

- Visitors must dress appropriately (No halter-tops, half shirts, tube tops, see-through blouses, miniskirts, etc.)
- Any visitors not dressed appropriately will be turned away and not be able to visit.

- **Visitation Exceptions for Professionals**

Caseworkers do not need to be on the inmate's visitation list. The caseworker must call the shift manager at the jail to place the child's name and information on the visitation list.

- **Nuances/Tips/Other Important Information**

- Additional visitation information is at <https://www.blairco.org/departments/prison/visitation> and in [Appendix 7A](#).

Communication

Mail

All mail is monitored. If legal mail, the mail is opened in front of the inmate before it is given to the inmate.

All incoming mail must be addressed as follows:

Inmate's Name, Inmate ID Number

Blair County Prison

419 Market Square Alley

Hollidaysburg, PA 16648

Telephone

Three-way phone calls are not permitted. All phone calls may be monitored. Inmate telephones are provided through ITI (814-949-3303). Families of inmates can call ITI directly to place money on the inmate's account.

Digital Communication

None.

Reentry

Work release is available for Blair County inmates.

Treatment Classification/Assessment

Contact [Deputy Warden of Facility Services](#): Shaun Edmundson – Sedmundson@blairco.org – (814) 693-3155 Ext. 4214

Services Available

- Parenting.

- GED classes.
- Alternative education classes (for inmates under 21 years of age who dropped out of high school).
- Drug and alcohol treatment.
- Drug and alcohol education.
- Mental health counseling.

For any additional information not included on this form or any of the county appendices, visit the Blair County Prison website at:
<https://www.blairco.org/departments/prison>.

Appendix 7A — Blair County Visitation Policy

Visitors must be on the inmate's visitors list, which has to be completed by the inmate and approved, a process that normally takes three to five days after the commitment date.

Inmates are permitted three one-hour visits per week. Visitors must show a valid state photo ID, driver's license or federal photo ID. Visitors must be 18 years of age. A parent or legal guardian must accompany anyone under 18 and provide documentation such as a birth certificate.

Passing of contraband is strictly prohibited. Persons caught passing any article to a prisoner or concealing contraband will immediately be removed and prohibited from future visits. Criminal charges will also be brought against the visitor and the prisoner.

All visitors are subject to a strip search upon request.

All personal belongings must be left in vehicles while visiting or put in the lockers before entering the visiting room.

No visitor is permitted to enter the visiting room unless properly dressed. Shirts and shoes are required. Revealing shorts, mini-skirts, halter-tops or any other revealing clothing are not permitted.

Switching booths or going to any other area will result in the visit being terminated.

All visits will end promptly at the designated time. If the allotted hour is not used up, the visitor is still required to leave. The visitor may not return later that day or during the week to complete the visit.

A copy of the visiting regulations is available at the front desk. Visitors must register 10 minutes prior to the scheduled visit time. No exceptions.

Bradford County Correctional Facility

Peter Quattrini, Jr., Warden

quattrinip@bradfordcountypa.gov

John Harrison, Deputy Warden

harrisonj@bradfordcountypa.gov

Court Liaison

Kaitlin Strobe

Phone: 570-297-5047 ext. 5021

strobeek@bradfordcountypa.gov

15927 Route 6

Troy, PA 16947

Phone: 570-297-5047 ext. 5011

Fax: 570-297-0492

Counselor Contact Information

Natalie Silvers

570-297-5047

silversn@bradfordcountypa.gov

Visitation

- **Contact/Non-Contact**

Inmates are not allowed any contact visits.

- **Frequency/Number of Visits**

Inmates have one hour per week for visitation. This can be scheduled as a single one-hour visit or two 30-minute visits. This can be adjusted if warden approved additional time.

- **Documentation Required**

All visitors must present photo ID to the clerk before each visit. Children without photo ID must have a valid birth certificate and/or legal document of custody.

- **Dress Code**

All visitors are to wear modest attire. No halters, tank tops, short shorts or skirts or see-through or revealing clothing allowed.

- **Visitation Exceptions for Professionals**

Bradford County Correctional Facility is willing to work with caseworkers to schedule visits as needed.

- **Nuances/Tips/Other Important Information**

- Inmates must call visitors on Sunday after signing up for one hour and give visit times.
- All visitors must sign in and out and present photo identification prior to each visit to the clerk.
- Absolutely no food, drink, hats, coats, keys, purses, diaper bags, weapons, cell phones, bags or other items in the secured visitation area. Visitors should bring a quarter to lock any personal items in a locker prior to their visit or leave their belongings in their car.

Communication

Mail

All inmate mail must use the U.S. Postal Service. All other types of delivery are prohibited. The jail will not accept any box, package, envelope with padding or insulation, bag or an envelope with any metal in it. All mail sent to inmates will be opened and read by the jail staff and will be returned to the person who mailed it if the jail decides it is inappropriate.

All mail must be addressed as follows:

Inmate's Name

Bradford County Correctional Facility

15927 Route 6

Troy, PA 16947

All mail must have a full return address including the sender's full name.

Telephone

Inmates must call collect. Telephone service accounts (collect or debit calls) must be set up by calling 800-483-8314. Money can be deposited at the jail each week during normal business hours or during visitation.

Digital Communication

All inmates have the option for video conferencing. This is used for family court, warrants and some visitation as long as the person the inmate is video conferencing with is in a court atmosphere.

Reentry

The Community Workforce Program is available to community groups, charitable organizations and local governments within Bradford County. The program will provide labor to community groups and local governments with approved work-release inmates from the Bradford County Correctional Facility. The types of projects that workforce inmates will be involved with may include: public work projects, painting, graffiti removal, special events, maintenance, general public property clean-up, etc. Inmates who enter this program must be approved for release by the Bradford County courts. Inmates will be approved as physically fit by Bradford County Correctional Facility medical personnel.

The records of each inmate will be reviewed to assure that they have no history of violent crime. The inmates will also be screened taking into consideration the type of work that needs to be accomplished and the skills they possess. To utilize the program, the applicant must submit an application the Bradford County Prison Board for approval. Once approval is granted, a contract for work will be entered into between Bradford County Commissioners and the submitting entity. The contract will be an agreement of the terms of which the work will be completed.

Treatment Classification/Assessment

Inmates are classified as minimum, medium, maximum or protective custody. The level of classification is set by the intake department based on why the inmate is incarcerated. Treatment teams consist of a counselor, medical, mental health and deputy warden.

Services Available

Upon entering Bradford County Jail, inmates will complete an assessment that assists with determining their need for services. Inmates need to schedule their visits around their classes as they will not be called out of class for a visit. The maximum capacity for classes is 25 inmates. School is held every day for inmates 20 years and younger who are eligible for a high school diploma.

- Bible Study
- AA and NA Meetings
- Drug and Alcohol Program
- GED Program
- Parenting Classes
- Literacy and Education Programs
- Mental Health Services
- Trauma Focused Groups
- Sex Offender Program
- Career Link Services
- Narcan Training
- Emotional Literacy Classes
- Safe Bet Interactive Journaling

For any additional information not included on this form or any of the county appendices, you may visit the Bradford County website at: <http://bradfordcountypa.org/departments/correctional-facility/>

Bucks County Department of Corrections

Carl Metellus, Superintendent

chmetellus@buckscounty.org

1730 South Easton Road

Doylestown, PA 18901

Phone: 215-345-3700

Fax: 215-345-3846

Counselor Contact Information

Counselors are assigned by inmates' last names

Visitation

- **Contact/Non-Contact**

Visits are non-contact at all facilities.

- **Visitation Schedule**

- Visitation is held in one half-hour time periods Wednesday through Sunday.
- See the visitation schedule at <https://www.buckscounty.gov/237/Visitation> for the Correctional Facility.
- See the visitation schedule at <https://www.buckscounty.gov/237/Visitation> for the Community Corrections Centers.
- Secured visits occur Tuesday and Wednesday evening. Contact Inmate Services at 215-345-3744 for an appointment.
- Virtual visitation is available.

- **Frequency/Number of Visits**

Due to the limited number time slots available for secured visits, inmates are restricted to one half-hour, non-contact visit each week.

- **Documentation Required**

Visitors over 16 are required to have photo identification such as driver's license, non-driver's license, passport, employment or school ID.

- **Dress Code**

Halter tops, midriff or tube tops are not permitted, whether in the form of a blouse, shirt, dress, etc. The bottom of all shirts or blouses must extend below the beltline. Short shorts, micro or mini-skirts, fishnet and see-through blouses or other revealing garments that do not completely cover the private areas of the body will be cause for denial of visit. Shirts and blouses with questionable or offensive writing are not permissible and will be cause for denial of visit. No hats, bandanas or umbrellas are permitted in the visiting area, unless permission has been granted to the visitor by the Department of Corrections. The prison assumes no responsibility for items left in the lobby. Religious headwear is subject to search.

- **Visitation Exceptions for Professionals**

N/A.

- **Nuances/Tips/Other Important Information**

- Visitors must be on the inmate's approved visitation list to enter.
- Visitors under 16 must be accompanied by a legal guardian. Visitors between the ages of 16 and 18 will need a legal guardian's approval to visit.
- A total of three visitors are allowed at any one time.
- For more information regarding visitation, mailing, housing, etc. visitors can now utilize the Interactive Voice Response (IVR) Lookup at 267- 915-4072.

Communication

Mail

An inmate may send or receive an unrestricted number of letters. Incoming personal letters are opened and inspected for restricted materials and contraband. Contraband will be confiscated and held as evidence. If other restricted items are found, it will be refused and returned to sender, if possible.

All incoming mail must be addressed as follows:

Inmate's Name

Inmate Number

Bucks County Department of Corrections

1730 S. Easton Road Doylestown, PA 18901

Telephone

Bucks County uses Global Telephone LINK Corporation, a Correctional telephone provider servicing the offender population. If you need to create an account, have a billing question, are experiencing difficulties or need information about the GTL System you can call them at 888-949-3303 or contact them through their website at www.connectnetwork.com (YourOffenderConnect.com user ID, password and phone account remain the same).

Digital Communication

No digital communication is available.

Reentry

The Release and Reentry Planning Program is a three-day, six-hour program and is held for both men and women. The program focuses on release preparation, using a cognitive-behavioral treatment curriculum and is facilitated by drug and alcohol, case management and adult parole and probation staff.

Bucks County operates both a Men's and Women's Community Corrections Center. These two centers house both minimum and medium security offenders. Minimum-security offenders may be eligible for community service, work release, or community-based treatment opportunities. These opportunities assist offenders in making a smooth transition to the community.

Treatment Classification/Assessment Policy

All inmates are screened using the Ohio Risk Assessment System (ORAS) that provides a comprehensive risk and needs assessment by looking at major and minor risk factors, including mental health, family support, pro/antisocial activities, and drug and alcohol issues. Additionally, The Texas Christian University Drug Screen V (TCUDS V) is used for drug and alcohol assessments. The prison's medical department has a comprehensive assessment that reviews all medical issues, to include mental health and drug and alcohol concerns. Any mental health referrals are addressed within 24 to 48 hours from admission. Priority cases are immediately monitored.

Services Available ((Not available in all facilities))

- Education: Adult Basic Education (ABE), School Age Youth (SAY), Literacy Tutoring
- Decisions for Living
- Anger Management
- Job Readiness Program
- Sex Offender Treatment
- Various Religious Services/Bible Study
- Healing the Wounds of Trauma
- Worth It
- Various Drug and Alcohol programs and individual sessions
- NA/AA
- NAMI Recovery Support Group
- Inside Out
- Mental Health Counseling (individual and group sessions)
- Credit Counseling
- Release and Reintegration

For any additional information not included on this form or any of the county appendices, visit the Bucks County Department of Corrections website at: <https://www.buckscounty.gov/208/Corrections>.

Butler County Prison

Beau Sneddon, Warden

bsneddon@co.butler.pa.us

Jennifer Passarelli, Deputy Warden of Treatment and Security

jpassare@co.butler.pa.us

Justin Baptiste, Deputy Warden

jbaptiste@co.butler.pa.us

202 South Washington Street

Butler, PA 16001

Phone: 724-431-2174

Fax: 724-431-0443

Counselor Contact Information

Justin Baptiste, Director of Treatment

724-431-2190

jbaptiste@co.butler.pa.us

Visitation

• Contact/Non-Contact

Visitation is currently non-contact. Caregivers are encouraged to take children to visit their parent(s) in person (non-contact) according to the prison's rules. If necessary, video visitation can be arranged for children and parents. CYS refers video visitation through Totin Family Services.

• Visitation Schedule

Visits are facilitated by Totin Family Services (contracted provider with Butler County CYS) and Totin Family Services works out the schedule with the prison.

• Frequency/Number of Visits

- Visits usually occur twice per month, but are not provided to parents who are incarcerated for a short period of time (less than 30 days). Other issues are discussed on a case-by-case basis (for example: child's medical issues, what to do if a parent doesn't already have an established relationship with the child, etc.).
- Each inmate must fill out a visitation list containing five possible adult (over 18) visitor names, addresses and telephone numbers. Only visitors on the list are permitted. Minors accompanied by a parent or legal guardian do not need to be on the Inmate Visitation List but are included in the allowable three-person limit.
- Only three visitors are allowed per inmate per visit; an inmate may only receive one visit a day but can include a combination of at least one adult and children.
- The inmate visitation list can only be changed by the inmate every 30 days. Names on each list are confidential and will not be given out to anyone. Any visitor under 18 must be accompanied by a parent or legal guardian (unless prior approval is given from warden or deputy warden).

• Documentation Required

Photo ID is required to enter the prison.

• Dress Code

- Clothing should be conservative, be modest and meet acceptable standards. Visitors should not wear clothing that is difficult to search, such as items with excessive pockets, padding or layering of one garment over another.
- Unacceptable garments may include a low-cut item exposing undergarments, tight-fitting clothes or clothes that refer to obscenity, alcohol, drugs or sex in any form. Unacceptable items also include very short skirts or shorts, excessive jewelry or any item considered to be a threat to the security of inmates, visitors or staff. You may not be allowed to visit if dressed inappropriately.

• Visitation Exceptions for Professionals

Professionals adhere to the same visitation policies as the general public.

• Nuances/Tips/Other Important Information

- Anyone entering the Butler County Prison is subject to passing a metal detector as well as being searched, up to and including a strip search with cause.
- Visitors must secure all personal items in the lockboxes when entering the prison. No property, photos, clothing or money will be accepted by staff at visitation without prior approval of the shift commander, warden or deputy warden. Visitors should bring a quarter for a locker rental, which will be returned at the end of the visit.

Communication

Mail

The number of letters an inmate may send or receive is not restricted. All incoming personal letters are inspected for restricted materials, contraband and money prior to delivery. Only money orders are accepted by mail. Personal checks are NOT accepted, nor is cash.

Contraband will be confiscated and held as evidence. Sexually explicit (pornographic) material or photos are not permitted. Any mail containing unauthorized items will be returned in its entirety to the sender.

All mail should be addressed as follows:

Butler County Prison
c/o Inmate's Full name and Inmate number
PO Box 9156
Seminole, FL 33775-9156

Legal Mail can be sent to:
c/o Inmates full name
202 S. Washington Street
Butler, PA 16001

Telephone

Telephone - Inmates still get three collect calls. After that, telephone calls are set up through Smart Communications at www.smartinmate.com or by calling 888-843-1972.

Digital Communication

Video - Set up through Smart Communications

Reentry

Inmate must be sentenced to be eligible for the reentry program. Contact Reentry Specialist at 724-431-5390.

Treatment Classification/Assessment

Contact Treatment Supervisor at 724-431-2190. This assessment is completed by the counselor assigned to the inmate.

Services Available

- Narcotics Anonymous.
- Alcoholics Anonymous.
- Drug and alcohol program.
- Center for Community Resources for reentry.
- GED.
- Criminal Thinking.
- Counselors offer Back on Track.
- Sex offender treatment as needed.

For any additional information not included on this form or any of the county appendices, visit the Butler County Prison website at: <https://www.butlercountypa.gov/164/Prison>.

Cambria County Prison

Kurt Wolford, Warden | kwolford@co.cambria.pa.us
George Rozum, Deputy Warden | grozum@co.cambria.pa.us
425 Manor Drive
Ebensburg, PA 15931
Phone: 814-472-7330 | Fax: 814-472-1367

Counselor Contact Information

Christian Smith, Director of Counselors
814-472-1363
csmith@co.cambria.pa.us

Visitation

- **Contact/Non-Contact**

Caseworkers must contact the inmate's counselor to schedule a visit at least 24 hours in advance. If arrangements are made by the caseworker, the visit will be a contact visit. If a child is brought to the jail by a family member, the visit will be a non-contact visit behind glass.

- **Visitation Schedule**

Visitation schedule can be accessed by clicking the following link for [Appendix 11A](#).

- **Frequency/Number of Visits**

- All personal visits are by appointment only and must be scheduled 24 hours in advance. Inmates are responsible for scheduling their visits.
- Inmates must list the visitor's name on the Visitors Request Form. If the inmate's visitor fails to show for the scheduled visit, the inmate will be charged for the visit.
- No more than two visits are permitted in one week. The week is defined as Monday through Sunday.

- **Documentation Required**

Visitors must show a valid state photo ID, driver's license or federal photo ID to be admitted into the prison for a visit.

- **Dress Code**

Visitors must be dressed appropriately. No halter tops, half-shirts, short shorts, see-through blouses, miniskirts, etc.

- **Visitation Exceptions for Professionals**

Legal or professional visitors may visit between 8 a.m. and 8 p.m. These visits do not have to be prescheduled.

- **Nuances/Tips/Other Important Information**

- Only legal documents are permitted to be taken to visits. No food, candy or writing instruments are permitted.
- Additional visitation information can be found in [Appendix 11B](#).

Communication

Mail

TextBehind Mail Management Service.

Standard mail will no longer be mailed to the physical address of:

CAMBRIA COUNTY PRISON

TextBehind® provides a mobile application as well as a website where you can electronically send mail messages that will be delivered to the prison. All mail messages created and approved by **10:00 AM** daily will be delivered to the inmate the same day.

Go to www.textbehind.com to learn more and download the FREE mobile APP.

If you do not wish to use the electronic mail service, you may send your standard mail to the following address to be photocopied, and it will be sent to the prison after processing. The inmate will receive a copy of your mail and the original will be destroyed after (30) days.

Do NOT send any checks, money orders, legal mail, or cash as it will NOT be accepted by TextBehind®.

- Please refer to the facility policy for sending money and legal mail.

When sending a handwritten letter correspondence to an inmate, please be sure to address the envelope as follows including the inmate's FULL Name, and Identification number.

Inmate Full Name and Inmate ID Number
Correctional Facility Name

P.O. Box # 247
Phoenix, MD 21131

Providing all of this information will enable us to deliver the mail more efficiently. Any handwritten mail received with illegible information, partial, or missing address will be returned to the sender.

For more information about sending mail, please see the facility's instructions [on their website](#).

Telephone

Visit www.connectnetwork.com to set up and deposit money into an inmate account. Additionally the prison has implemented a texting/messaging service, "GTL Message Link" that the inmates can pay to use to communicate with their loved ones. For more information about this service, please see the facility's instructions [on their website](#).

Digital Communication

The prison has begun providing tablets to every inmate so that they can utilize video visitation, receive texts, receive photos and videos, order commissary, etc.

Video visitation. Inmates in general population have the ability to participate in video visitation by way of housing unit kiosk. Video visitation is provided by the inmate telephone/tablet vendor, the inmate's visitor is required to schedule the visitation on the vendor's website. Inmates and visitors are required to comply with any schedule and/or visitation rules as described in the inmate handbook and on the vendor's website. Video visitation can be scheduled at: <http://www.gtlvisitme.com/>

The prison has also added the ability for inmates and their loved ones to send and receive photos and videos through the GTL Message Link service that is in place.

Reentry

No program available.

Treatment Classification/Assessment

Counselors perform a tiered questionnaire about the inmates.

Services Available

Counseling Services

- Corrections Counselors
- Mental Health Professional
- Board Certified Psychiatrist
- Chaplin / Spiritual Advisor

Drug and Alcohol Treatments

- Remembering Adam D&A
- Alcoholics Anonymous
- AA 12 step
- DUI School/Tours
- AOD (Alcohol and Other Drugs)
- Narcotics Anonymous
- Truth About Drugs

Educational/Vocational Programming

- Alternative Education Programming
- Literacy
- GED
- Inmate Work Program
- Courthouse Renovation Crew

- Workforce Development / Life Launch

Miscellaneous Programs

- Beginnings Yoga / Parenting
- Parenting Classes
- Basic Life Skills
- Pre-Release / Re-Entry
- Stress and Anger Management
- Victim Awareness Education PA Act 143
- Sex Offender's Program
- Back on Track Outside
- Relationships
- Empowerment Group
- Citizenship Group
- Seeking Safety
- Way to Happiness
- Finance
- Employment
- Thinking for a Change

For any additional information not included on this form or any of the county appendices, visit the Cambria County prison website at: www.cambriacountypa.gov/prison.aspx.

Appendix 11A — Cambria County Prison Visitation Schedule



Cambria County Prison PERSONAL VISITING SCHEDULE

Effective 3/7/2024

****PERMITTED 2 in-person visits per week ****

MONDAY

HA VISITATION ONLY	1:00pm – 1:40pm	
	2:20pm – 3:00pm	PC ONLY
	4:20pm – 5:00pm	
	5:20pm – 6:00pm	
	6:20pm – 7:00pm	AC ONLY
	7:20pm – 8:00pm	

TUESDAY

HDW	9:00am – 9:40am	Juveniles
HB	1:00pm – 1:40pm	
HD	2:20pm – 3:00pm	PC ONLY
HB	4:20pm – 5:00pm	
HB	5:20pm – 6:00pm	
HDW	6:20pm – 7:00pm	Population
HB	7:20pm – 8:00pm	

WEDNESDAY

HC	1:00pm – 1:40pm	
HD	2:20pm – 3:00pm	AC ONLY
HC	4:20pm – 5:00pm	
HC	5:20pm – 6:00pm	
HD	6:20pm – 7:00pm	PC ONLY
HC	7:20pm – 8:00pm	

THURSDAY

HDW	9:00am – 9:40am	Juveniles
HE	1:00pm – 1:40pm	
HDW	2:20pm – 3:00pm	Population
HE	4:20pm – 5:00pm	
HE	5:20pm – 6:00pm	
HD	6:20pm – 7:00pm	AC ONLY
HE	7:20pm – 8:00pm	

FRIDAY

HG	1:00pm – 1:40pm	
HA	2:20pm – 3:00pm	AC ONLY
HG	4:20pm – 5:00pm	
HG	5:20pm – 6:00pm	
HA	6:20pm – 7:00pm	PC ONLY
HG	7:20pm – 8:00pm	

Inmates Housed in Disciplinary Custody will request a visit by submitting a request to the PRC. If approved, the visit will be scheduled to take place in the morning hours, M-F, by the Program Review Committee.

Appendix 11B — Cambria County Prison Visitation Guidelines

General Visits:

The visitation policy is designed to give all inmates the opportunity to visit with family, friends, legal representation and community resources. Everyone is given the opportunity to be eligible for visitation.

Guidelines that govern visitations include:

- Legal or professional visitors may visit between 8a.m. and 8 p.m. These visits do not have to be pre-scheduled.
- For personal visits, check the schedule for your visiting day and time. All personal visits will be appointment only and must be scheduled 24 hours in advance. You are responsible for scheduling your visit. No more than two visits are permitted in one week. The week is defined as Monday through Sunday.
- You must list the visitor's name on the Visitors Request Form. If your visitor fails to show for your scheduled visit, you will be charged for the visit.
- No inmate is permitted to sign the visit list more than two times a week. Signing the visit list in excess of two times a week may result in disciplinary action.
- If you sign the visiting list and no visits appear for three consecutive visits, you will not be permitted visits the next week.
 - Visitors must show a valid state photo ID, driver's license, or federal photo ID to be admitted into the prison for a visit.
- All visitors are subject to be searched and be at the prison no later than 10 minutes prior to the visits start time.
 - Anyone later than 10 minutes past the start time, will be denied a visit.
- All visitors under 18 years of age must be accompanied by a parent or legal guardian.
- Visitors must be dressed appropriately. (No halter-tops, half shirts, short shorts, see-through blouses, mini- skirts, etc.)
- Any visitor suspected to be under the influence of drugs or alcohol will be denied a visit.
- Visitors leaving the visitors' room for any reason may not return.
 - Visitors are subject to the rules of this prison. Any violation of these rules may result in termination of a visit or suspension of future visitation privileges.
- You may not share your visit with another inmate
- Visitors will be limited to one adult and a maximum of two children per visit.
- Only legal documents are permitted to be taken to visits. No food, candy or writing instruments.
- Visiting privileges may be restricted or discontinued in the event of an emergency situation or as a result of disciplinary action by the In House Hearings Committee.
- Only cash and postal money orders will be accepted. Cash will only be accepted through the kiosk. Postal money orders will be accepted at the desk in the lobby between the hours of 8 a.m. and 8 p.m. Signed receipts will be issued on all postal money orders.
- Visits by former inmates:
 - The following practice will be followed when an inmate wants a former inmate to visit him/her:
 - The inmate must submit a request form to their appropriate counselor requesting the former inmate be permitted to visit. The request must include the person's name and relationship to the inmate. The relationship must be of a legal nature (parent/child, spouse/spouse, etc.,) OR there must be a verifiable relationship in place (such as the inmate is a parent of child in custody of released inmate or the inmate lives at the same address as the released inmate, etc.).
 - Former inmates who do not meet the 'relationship' criteria must wait one year before being permitted to visit.
- The following restrictions will prohibit any former inmate from entering the institution for an inmate visit:
 - The former inmate must not be on bail for current charges.
 - The former inmate must not be a part of the inmate's current criminal case.
 - The former inmate must not be on probation or parole.
 - The former inmate must not have been a disciplinary problem while he/she was incarcerated at CCP.
 - Once the relationship is verified and the restriction criteria are met, the inmate will receive approval or denial for the visit, and the lobby clerk/visiting officer will receive a photocopy of the request. No former inmates will be permitted to enter without an approved request.
- Approval or denial of any visitor is at the discretion of prison administration.

Cameron County

Cameron County does not have its own jail. Please contact the Cameron County Sheriff's Department for further information at 814-486-3338, as the county uses five surrounding counties to house inmates: [Potter](#), [Elk](#), [McKean](#), [Jefferson](#) and occasionally, [Clinton](#). Please refer to those prison entries for further details.

Carbon County Correctional Facility

Jim Youngkin, Warden

jyoungkin@carboncounty.net

Derek George, Deputy Warden

dgeorge@carboncounty.net

331 Broad Street

Nesquehoning, PA 18240-1801

Phone: 570-325-2211

Fax: 570-325-5212

Counselor Contact Information

No Counselors at Carbon County Correctional Facility

Visitation

- **Contact/Non-Contact**

No contact visits are allowed.

- **Visitation Schedule**

Visitations are available from 7:30 am to 9:00 pm on weekdays and 7:30 am to 2:30 pm on weekends.

- **Frequency/Number of Visits**

Inmates are permitted two 45-minute visits per week.

- **Documentation Required**

A county worker needs to provide a driver's license or county ID. The worker should provide the child's birth certificate or a copy of the court order.

- **Dress Code**

Tank tops, short shorts, spaghetti straps or anything revealing are not allowed. It is suggested that visitors wear a T-shirt and jeans. All shoes are permitted.

- **Visitation Exceptions for Professionals**

Visitation policies are the same for caseworkers. Attorneys are permitted to bring in paperwork and can visit any time other than during lockdown, which occurs at 6:45–7:15 a.m. and 2:45–3:15 p.m. each day for shift changes.

- **Nuances/Tips/Other Important Information**

- Visitors are first-come, first-served.
- Two adults and two children are permitted at each visit. If there are more than two children, a caseworker should contact the facility for prior approval.

Communication

Mail

All incoming mail shall be addressed as follows:

Inmate's Full Name

Carbon County Correctional Facility

331 Broad Street

Nesquehoning, PA 18240-1801

Telephone

Visit <http://www.connectnetwork.com/> to set up and deposit money into an inmate account.

Digital Communication

Video Conferencing is available for arraignment, probation and pre-trial conferences only.

Reentry

Currently, a voluntary service is run by Steve Boyd at 570-386-3637 or 570-640-9056.

Treatment Classification/Assessment

Inmate is evaluated during intake (via questionnaire) and cleared by medical prior to classification.

Services Available

- Church groups offer counseling for inmates.
- Mental health and mental retardation services provided through Tri-County Office.

- Drug and alcohol services intermittently; it is best to get a court order for this service.
- Psychiatrist available as needed.

For any additional information not included on this form or any of the county appendices, visit the Carbon County Correctional Facility website at: https://www.carboncountypa.gov/services/correctional_facility/index.php.

Centre County Correctional Facility

Glenn Irwin, Warden

geirwin@centrecountypa.gov

Danielle Minarchick, Deputy Warden

dmminarchick@centrecountypa.gov

Michael Woods, Deputy Warden

mswoods@centrecountypa.gov

700 Rishel Hill Road

Bellefonte, PA 16823

Phone: 814-355-6794

Fax: 814-548-1150

Counselor Contact Information

Jeffrey T. Hite, Director of Treatment

jthite@centrecountypa.gov

Henry Napoleon, Counselor

hnapoleon@centrecountypa.gov

Kevin T. Jeirles, Counselor

ktjeirles@centrecountypa.gov

Samantha L. Phillips, Mental Health

slphillips@centrecountypa.gov

Susan L. Lucas, Drug and Alcohol Specialist

nbwebb@centrecountypa.gov

814-355-6794

Visitation

• Contact/Non-Contact

- Centre County Correctional Facility has a contact visitation room.
- The children and youth agency coordinates contact visits with the facility. All visits with children in placement must be held in the visitation room, and all visitations must be supervised by the children and youth agency.
- More information regarding the general visitation policy is available in [Appendix 14A](#).
- More information regarding the contact visitation options is available in [Appendix 14B](#).

• Visitation Schedule

Visitation is from 12:45–9:00 p.m., Sunday through Saturday.

• Frequency/Number of Visits

Inmates are permitted a one-hour visit each week that must be scheduled at least 24 hours in advance. Inmates are also permitted one extra visit per month during any week in the month. Restricted Housing Unit will not be afforded a special visit.

• Documentation Required

- Visitors must show a valid state photo ID, driver's license or federal photo ID.
- Visitors under age of 18 must be accompanied by an adult.

• Dress Code

- Visitors must be dressed appropriately.
- No halter tops, half-shirts or tube tops, see-through blouses, miniskirts, etc.

• Visitation Exceptions for Professionals

Attorneys, members of law enforcement and volunteer or service providers will be assigned to meeting rooms along the main corridor of the facility. Attorneys will only be allowed to visit with an inmate for whom he/she is the attorney of record. All other attorney visits must be requested by the inmate or attorney to the director of treatment.

• Nuances/Tips/Other Important Information

- Any visitors suspected of being under the influence of drugs or alcohol will be denied visitation. Visitors are subject to all rules and regulations governing visits. Any violation of these rules or regulations may result in termination of a visit or suspension of future visitation privileges.
- Visitors will be limited to one adult and a maximum of two children per visit. If two adults are present they may split the visit to one half-hour per each adult.
- Visitors will have until ten minutes from the start of the scheduled visit to arrive at the facility. If the visitor does not arrive within the ten-minute grace period, the visit will be canceled and the visitor will be turned away when they arrive. If a visitor fails to show for the scheduled visit or is late, the inmate will be charged for the visit.
- Visitors may look for Centre County inmates at <http://centrecountypa.gov/index.aspx?NID=232>.

Communication

Mail

Inmates are permitted to receive and send mail. All incoming mail except “legal mail” will be opened and inspected for contraband. Mail that has contraband, personal checks, cash, Polaroid pictures or does not have a complete address or return address will be returned to the post office.

Postage due or COD mail will not be accepted. All books, magazines and newspapers must be sent from the publisher. No packages will be accepted without prior written permission from the warden or deputy warden. Letters cannot be dropped off for an inmate; they must go through the mail.

All incoming mail shall be addressed as follows:

Inmate’s Name, Inmate’s ID Number
Centre County Correctional Facility
700 Rishel Hill Road
Bellefonte, PA 16823-1488

Standard mail will no longer be mailed to the Centre County Correctional Facility's physical address.

TextBehind® provides a mobile application as well as a website where you can electronically send mail messages that will be printed and delivered to the prison.

Go to www.textbehind.com to learn more and download the free mobile app.

If you do not wish to use the electronic mail service, you may mail your standard mail to the following address to be photocopied and it will be sent to the prison after processing. The inmate will receive a copy of the mail and the original will be destroyed.

Inmate First & Last Name
Inmate Booking Number
Centre County Correctional Facility
P.O. Box 247
Phoenix, MD 21131

Please note that any mail sent directly to the Correctional Facility will NOT be accepted.

Telephone

Inmates cannot receive telephone calls and messages for them cannot be left with the staff. Inmates have limited access to telephones and all outgoing calls will be collect (including local calls). Accounts must be set up to receive calls from inmates. The accounts can be set up by contacting ITI at 814-949-3303. Inmate phones are active each day between the following hours: 8-11:30 a.m., 1-4:30 p.m., 6-9:30 p.m.

Digital Communication

Video Visitation

8 - 11:30 a.m., 1 - 4:30 p.m., 6 - 9:30 p.m.

Video visitation will be utilized through the Housing Unit Tablets for face-to-face Video Visitation. The Video Visitation software will allow Returning Citizens and visitors to visit at a distance as opposed to face-to-face. Video Visitation will give the Returning Citizen(s) an additional means of communication to keep family ties stronger to aid in better acclimation to the free world. It allows people with a computer, internet, webcam, and credit card to communicate with Returning Citizen(s) at select correctional facilities.

Centre County will coordinate virtual meetings for criminal proceedings only.

Reentry

Vanessa C. Billett, Re-Entry Specialist: 814-548-1165 (phone), 814-548-1151 (fax), vcbillett@centrecountypa.gov

Treatment Classification/Assessment

Inmate classification and treatment depends on the inmate’s crime. If sentenced for drug and alcohol-related offenses, they will be treated for drug and alcohol abuse. Nobody with disciplinary actions will receive treatment.

Classification of inmates occurs within 48 hours of their arrival. An Individual Service Plan is established and discussed with each inmate. Programming and visitation privileges are offered to all inmates. The classification of inmates does not affect treatment or visitation. The only thing that affects the treatment or visitation is disciplinary actions within the facility. Certain programs require that the inmate meet an established set of criteria before they can participate. Programs such as volunteer work and work release require the inmate to be sentenced on all charges, have no retainers on file and must be 30 days misconduct-free.

Services Available

- GED and job skills.
- Incarcerated youth program.
- In-house workers and work release.
- Conflict resolution classes.
- Substance abuse programs.
- Outpatient counseling.
- Alcoholics Anonymous and Narcotics Anonymous meetings.
- Spirituality.
- COMPASS
- Mental health.
- Sex abuse.
- Domestic violence.
- Sexual offender classes.
- Prison counselors also assist inmates in developing aftercare planning and appropriate home plans.
- Incarcerated Parent Initiative Program
- Mentorship Program
- WorkKeys Program

For more detailed information regarding some of these services, please go to:

<https://centrecountypa.gov/948/Inmate-Programs>.

For any additional information not included on this form or any of the county appendices, visit the Centre County Correctional Facility website at: <http://www.centrecountypa.gov/index.aspx?nid=226>.

Appendix 14A — Centre County General Visitation Policy

- Inmates are permitted a one-hour visit each week that must be scheduled at least 24 hours in advance.
- Visitation will be held from 12:45-8:45 p.m., Monday through Saturday.
- Visitors must be listed on the Inmate's Visitor Request Form.
- Visitors must show a valid state photo ID, driver's license or federal photo ID.
- Only legal documents are permitted to be taken on a visit. No food products, candy, writing instruments, etc., are permitted. Cash, money orders or certified checks will be accepted at the lobby desk before the visit. Pre-approved property drop-offs will be accepted before a scheduled visit. If property is being dropped off for an inmate, all excess property must be picked up at this time.
- Visitors will be limited to one adult and a maximum of two children per visit. If two adults are present, they may split the visit one half hour each. Visitors under age of 18 must be accompanied by an adult.
- Visitors must be dressed appropriately. No halter tops, half shirts and/or tube tops, see-through blouses, miniskirts, etc.
- Any visitors suspected of being under the influence of drugs or alcohol will be denied visitation.
- Visitors are subject to all rules and regulations governing visits. Any violation of these rules or regulations may result in termination of a visit or suspension of future visitation privileges.
- General visits will be non-contact visits. Contact visits will only be considered for work release inmates. For contact visits, visitors will be subject to pat searches.

Appendix 14B — Additional Rules for Contact Visitation

- Centre County inmates must complete an application for consideration into the “Incarcerated Parent Initiative Program” to be eligible for contact visits.
- Eligible inmates must not be convicted or charged with any assaultive or sexual crimes, especially against any minor.
- Eligible inmates must not have any Protection from Abuse (PFA) orders against them on behalf of their children.
- All contact visits will be monitored by the caseworker, facilitator, counselor and/or Correctional Officer.
- The parent/guardian and the child(ren) should be at the correctional facility twenty (20) minutes prior to the designated visiting time.
- Contact visits will be sixty (60) minutes in length every three (3) weeks. The closer to the inmate’s release date, the contact visits will be increased to one visit every week.
- With a Court Order; CYS will be approved to arrange contact visits with an incarcerated parent that is not participating in the “Incarcerated Parent Initiative Program.”
- Without a Court Order; CYS must request to arrange contact visits with an incarcerated parent that is not participating in the “incarcerated Parent Initiative Program.”

Chester County Prison

Howard Holland, Warden

hholland@chesco.org

610-344-6770

Brian C. Sheller, Deputy Warden of Security

bsheller@chesco.org

610-344-6168

George E. Roberts, Deputy Warden of Treatment

groberts@chesco.org

610-344-6790

501 South Wawaset Road

West Chester, PA, 19382-6776

Prison: 610-344-5040

Fax: 610-793-3902

Correctional Center: 610-344-4222

Counselor Contact Information

Tim Mulrooney, Director of Inmate Services

tmulrooney@chesco.org

610-793-1510

Visitation

• Contact/Non-Contact

Contact visitation will continue to be available, if applicable, at the correctional center and/or upon participation in designated family reentry programming at the prison.

• Visitation Schedule

- Visitors please visit this website for the most up-to-date information regarding visitation schedules/policies.

<https://www.chesco.org/175/Prison>

Frequency/Number of Visits

- The inmate may only have one visit per day and up to three people at that visit for a half-hour.
- Inmates are limited to 10 people on their visitation list.
- All visitors must enter the prison at the same time to be able to attend the visit.
- Any child of walking age is considered a visitor.
- Frequency of visits for work release and pre-release men and women varies. Additional information about visitation can be found at the Chester County Prison website at <http://www.chesco.org/1544/Inmate-Visitation>.

○ Documentation Required

- All visitors must have proper identification when they arrive at the facility or will not be able to visit. Visitors 18 years and older will need either one form of full photo ID or a photo ID with supporting documentation. One form of identification should provide your date of birth. Visitors between the ages of 12 and 18 will be required to have a photo ID showing their name.
- More information is available at <http://www.chesco.org/1544/Inmate-Visitation> and in [Appendix 15B](#).

○ Dress Code

Visitors attired with inappropriately revealing or suggestive clothing (tube, tank or halter tops, see-through clothing, mini-skirts or dresses, clothes that expose the midriff, side or back, clothing with revealing necklines, or excessive splits) will not be permitted to visit. No sleeveless clothing is permitted.

○ Visitation Exceptions for Professionals

- Professional visitor visiting/counseling hours 8:30 a.m. to 10 p.m. daily (all professional visitors must leave prior to 10:20 p.m.)
- Attorneys: Pennsylvania legal bar card and photo ID are required.
- Other professionals and volunteers: Photo ID is required. Certain restrictions may apply. (Please check to see if you are considered in this category.)
- Dress code is in accordance with the County of Chester's governmental operating policy.
- For more information about policies pertaining to professional visitors, including the complete dress code, see <http://www.chesco.org/2090/Professional-Visitation>.

• Nuances/Tips/Other Important Information

- Visits can be cancelled due to weather emergencies, prison illness or lockdowns. If a visitor is unable to contact the inmate's counselor, they may contact the prison's main phone number for assistance.
- Adult visitors are responsible for the behavior of children in their charge.

- Individuals aged 16 and over may visit without adult supervision and will be accountable for their own actions.
- As of May 1, 2017, the prison is no longer accepting shipments from Amazon.com.

Communication

Mail

Effective March 1, 2024, all mail must be sent to the following address:

Chester County Prison
Inmate Name, Permanent #
PO Box 247
Phoenix, MD 21131

Inmates are permitted to receive correspondence through the mail. All mail received is opened and examined for contraband. Any attempts to send contraband via mail may result in criminal action being taken against the inmate and sender. **Any photos containing nudity regardless of age will not be accepted.**

All mail must contain the inmate's full first and last name and the Inmate's I.D. number. All mail must be sent to:

Chester County Prison
Inmate Name, Permanent #
PO Box 247
Phoenix, MD 21131

Inmates are permitted to receive magazines or newspaper subscriptions and books. All publications must be pre-approved by the Prison Administration before the inmate will be permitted to receive the publications. Anyone attempting to send the publications without the written permission of the Prison Administration will be returned at the expense of the sender or the inmate. It is the responsibility of the inmate to get the approval to receive said materials.

Books mailed to the inmate must be mailed directly from a book publisher or approved bookstore (Barnes & Noble & Book Nook). We do not accept used reading materials. You will need to contact the prison to confirm that the bookstore you are wishing to use is acceptable. **We no longer accept deliveries from Amazon.** Inmates may only have ten books in their possession at any given time. The books can only be paperback. Hard back, leather bound & zippered case book covers are not permitted. **Any materials containing violence, nudity or instructions on how to make destructive devices will not be accepted.**

Chester County Prison no longer accepts money orders. Payments should be made on-site through the kiosk machine. The kiosk is available from 6am-10pm. The kiosk accepts cash/debit cards/credit cards. Payments by debit/credit card can also be made through the Prison website or at GTL Inmate Account Deposit. When making a payment on the website make sure to deposit funds into the Trust Fund.

Commissary Update: In order to send commissary items to inmates, visit www.accesssecurepak.com . Friends and family will be able to purchase approved commissary items for a specific inmate. Items include food, towels, linen, and personal care items like soap and shampoo. Inmates are allowed to receive one package of up to \$40 worth of items per week

Telephone

- Telephone calls are prepaid and limited to 10 minute intervals. Family members and friends of the inmate must set up a prepaid account either online or by phone. The inmate phone service currently used by the prison is GTL (GlobalTel Link). In order to set up the AdvancePay account online, log on to the [Inmate Advance Pay System](#)
- Customers can also use GTL's automated phone system by calling to create an account and make deposits with a credit card. The system is completely automated 1-866-230-7761.
- Once the inmate has paid the required booking fee, they will be permitted to establish an inmate phone account. The inmate is permitted to have a maximum of 7 PANs (Personal Allowed Numbers) at one time. On the first of each month the inmate will be required to re-establish the PANs
- You will receive an automated prompted call from the inmate phone service. You will need to follow the prompts accordingly in order to speak to the inmate. Each time you receive a call, the system will inform you of the current balance

on the account. In order not to have service interruption, you are encouraged to replenish the account as directed by the system.

Digital Communication Available

Chester County can do video calls for criminal proceedings.

Reentry

Chester County has a Reentry Program Resource Guide that all inmates receive when they are discharged. This booklet contains community resource information and is available [here](#).

The Chester County Adult Probation and Parole Department provides reentry services to all justice-involved individuals paroled from the Chester County Prison and other local institutions. Services vary but usually include help with housing, treatment, transportation, and employment. The mission of our Reentry Unit is to provide a bridge for clients from incarceration to the community so that the transition is seamless and beneficial to the client and their families. Reentry Officers connect with our local communities and develop relationships with employers, landlords and mentors to help assist clients with this transition.

PA 211

The Chester County Department of Community Development refers clients to [PA 211](#) to be connected to the following resources:

- Information and referral agencies
- Coordinated assessment for individuals and families experiencing homelessness
- Homeless shelters and other case management for the homeless
- Rental housing assistance programs
- Financial assistance, legal and credit counseling services
- Drug and alcohol, and mental health treatment resources
- Health and medical services
- Medical insurance and prescription assistance programs
- Transportation resources
- Educational and employment resources
- Food cupboards
- Hot meal programs
- Services for seniors

Chester County has a work-release program. Inmates must be sentenced to no more than seven to eight months of time. Approval must be given by the courts, warden, parole board and counselor for an inmate to be considered. The inmate must have a verifiable job with supporting tax documents.

Chester County does not have community service opportunities for inmates.

Treatment Classification/Assessment

All inmates go through a mental health screening during intake and may be placed onto the mental health cell block and given treatment services. Chester County has access to a psychiatrist and psychologist who are on-site most days, as is a nurse staff. Inmates are not eligible for visits until classified, and this process can take 48–72 hours.

For any additional information not included on this form or any of the county appendices, you may visit the Chester County Prison website at: <https://www.chesco.org/175/Prison>

Appendix 15A — Chester County Prison Accepted Forms of Identification

Full Photo identification: Acceptable forms of full photo identification include a driver's license or ID issued by a state or outlying possession of the United States that contains a photograph AND information such as name, date of birth and address. An ID card issued by a federal, state or local government agency or entities provided it contains a photograph and information such as name, date of birth, sex, height, eye color or address. Students under the age of 18 will may use a student ID that includes a photo and name.

Photo Identification that does not include date of birth and address **MUST** be supported with some additional documentation (utility bill, credit card statement, etc.) that includes the visitor's name and current address.

Non-photo identification: Any two of the following are acceptable identifications, provided that they are accompanied by documentation that shows the visitor's name, date of birth and address: voter's registration card, U.S. military card, U.S. social security card issued by the Social Security Administration, original or certified copy of a birth certificate, or ID card for use of resident citizen in the U.S.

Any non-photo identification **MUST** be supported with some additional documentation (utility bill, credit card statement, etc.) that includes the visitor's name and current address if the visitor is 18 years old or older.

Clarion County Correctional Facility

Sherry Yates, Warden

syates@clarioncounty.gov

Diane Smith, Deputy Warden

dsmith@clarioncounty.gov

309 Amsler Ave., Ste. 2

Shippensburg, PA 16254

Phone: 814-226-9615

Fax: 814-226-1152

Counselor Contact Information

Visitation

o Contact/Non-Contact

- o Visits are through glass unless inmates participate in parenting program. Inmate must be eligible (have no crimes against children) and complete two modules of training. Each module is four weeks. Once the inmate has complied with the program, they are permitted to have a one-hour visit each week at an off-site location. The inmate is permitted to wear street clothes for this visit.
- o Zoom visitation is also offered.

o Visitation Schedule

Friday – Sunday starting at 5 p.m.

o Frequency/Number of Visits

One visit per inmate per week

o Dress Code

None.

o Visitation Exceptions for Professionals

Attorneys and caseworkers are permitted to visit at any time of day.

o Nuances/Tips/Other important Information

- o Clarion County Correctional Facility is used to confine inmates for short periods while awaiting trial or processing. As inmates are staying for only a short period, it has fewer amenities than a jail or prison. Professionals will be searched prior to visits.

Communication

Mail

Letters sent to inmates should be addressed as follows:

Inmate's Full Name

Inmate ID

Clarion County Correctional Facility

309 Amsler Ave., Ste. 2

Shippensburg, PA 16254

Telephone

No information was provided.

Digital Communication

Video conferencing available for court purposes.

Reentry

A Re-entry program is provided by Clarion, Armstrong, and Indiana Drug Commission.

Treatment Classification/Assessment

A series of questions are used to place inmates accordingly.

Services Available

- Eight-week parenting class – one-hour contact visit with the child
- Drug and alcohol assessments
- Ministry
- Passages
- Alcoholics Anonymous
- Domestic Relations
- Drug and alcohol classes

For any additional information not included on this form or any of the county appendices, visit the Clarion County Correctional Facility website at: <https://www.co.clarion.pa.us/government/departments/corrections/index.php>.

Clearfield County Correctional Facility

Krishna Oates, Acting Warden

koates@clearfieldco.org

Susan McQuillen, Deputy Warden of Programming

smcquillen@clearfieldco.org

115 Twenty-First St.

Clearfield, PA 16830

Phone: 814-765-7891

Fax: 814-765-5637

Visitation

- **Contact/Non-Contact**

No contact visits with family and friends, only with attorneys

- **Visitation Schedule**

- | | | |
|-------------|------------|--|
| ○ Tuesday | 5-7 PM | A, E, & H Housing Units |
| ○ Wednesday | 5-7 PM | D Housing Units |
| ○ Thursday | 5-7 PM | F & J Housing Units |
| ○ Friday | 5-7 PM | C & G Housing Units |
| ○ Saturday | 5-7 PM | East & West MPR's & I Unit |
| ○ Sunday | 9-10:30 AM | Special visits approved by Deputy Warden of Operations |

- **Frequency/Number of Visits**

- Inmates will be permitted a half-hour visit on each scheduled visiting day, one visit per week.
- No more than two visitors may visit an inmate at once.
- The families of inmates may call the administration to schedule "special visiting" periods outside the regular visiting periods; this is mainly for families of inmates who are traveling more than 50 miles to visit. Requests must be made more than 24 hours in advance of the visit or by noon Friday if scheduling visits for that weekend. The warden reserves the right to refuse any special visiting request.

- **Documentation Required**

A photo ID (e.g., driver's license) is required in order to visit.

- **Dress Code**

Appropriate attire is required.

- **Visitation Exceptions for Professionals**

If a county worker is bringing a child in for a visit, an exception to the visitation schedule may be considered to allow the visit during work hours. Call Warden Kessling for approval.

- **Nuances/Tips/Other Important Information**

- Ordinarily, no pre-approval is required for attorneys on record or immediate family members, including spouses, children, parents, foster parents, foster children, grandchildren and siblings.

Communication

Mail

All incoming mail must be addressed as follows:

Clearfield County Prison

Inmate Name, Inmate Booking #

PO Box 2966 PMB 35803

San Antonio, TX 78299-2966

Telephone

Prisoners are permitted telephone calls to family members. Phone charges are billed as a collect call on the recipient's phone bills.

Calls may be made between 8 a.m. and 9 p.m.

Digital Communication

Polycom is available.

Reentry

No re-entry programs at this time.

Treatment Classification/Assessment

Inmates are classified upon entry to the jail. If mental health treatment is needed, a mental health worker at the jail can see inmates weekly.

Services Available

- Mental health services, Monday to Friday from 8 a.m. to 4 p.m., provided by the Nulton Diagnostic and Treatment Center.
- SAM case management.
- GED and high school classes.
- Drug and alcohol counseling provided by CenClear.
- Alcoholics Anonymous.
- Relapse prevention provided by Clearfield-Jefferson D&A Commission.
- Numerous church services, including Yokefellow Ministry.
- Earned time credit, with special consideration and probation officer approval.

For any additional information not included on this form or any of the county appendices, visit the Clearfield County website at:

<https://clearfieldcountypa.gov/216/Jail>.

Clinton County Correctional Facility (CCCF)

Angela Hoover, Warden

ahoover@clintoncountypa.gov

Michael Kunes, Deputy Warden

mwkunes@clintoncountypa.gov

Sean Ruch, Deputy Warden

sruch@clintoncountypa.gov

58 Pine Mountain Road

P.O. Box 419

McElhattan, PA 17748

Phone: 570-769-7680

Fax: 570-769-7637

Counselor Contact Information

Cory Reeder

570-769-7680, Ext. 3601

creeder@clintoncountypa.gov

Visitation

• Contact/Non-Contact

No contact visitation with inmates. CCCF offers contact visits to incarcerated parents. These inmates must complete a series of parenting classes offered by CCCF. Once parenting classes have been successfully completed, incarcerated parents may have contact visits in the facility's designated visiting room.

• Visitation Schedule

For a complete visitation schedule, please use the following link:

<https://www.clintoncountypa.gov/home/showpublisheddocument/2188/637769715217500000>

• Frequency/Number of Visits

- Each inmate is allowed one hour-long visit per week during their housing units' scheduled visiting period.
- Visits limited to a maximum of one hour but 30 minutes minimum when visiting is heavy and seats are needed.
- Visitors traveling long distances may have this time period extended with the Warden's approval if requested in advance.

• Documentation Required

Valid photo ID is required to visit an inmate.

• Dress Code

- Visitors must be appropriately attired.
- Obscene or offensive dress will prohibit a visit with the inmate.
- No halter tops, tube tops, spaghetti straps, see-through tops, short shorts/miniskirts/dresses.

• Visitation Exceptions for Professionals

Professional visitors are not required to meet with prisoners through protective glass.

• Nuances/Tips/Other Important Information

- Family visitation is between an inmate and his or her family, friends, etc.
- Visitors must be at least 18 unless accompanied by a parent or legal guardian. Exceptions will be made with a notarized permission slip from a parent or guardian. Individuals with children are responsible to assure they are supervised and are under control.
- Family visits are conducted as per the approved visiting schedule between 8:00 a.m. and 5:00 p.m. daily. The approved visiting schedule is prepared by the deputy warden.
- CCCF **will not** look into furloughs for visitation with incarcerated parents. Furloughs for the purpose of visitation must be initiated by the incarcerated parent. If the court grants the furlough for the inmate, then CCCF will adhere to the court's order.
- More information regarding family visitation is available in [Appendix 18A](#).
 - A full list of CCCF's visiting rules and regulations is available [online](#).
 - Visitors may look for Clinton County inmates by going to www.clintoncountypa.gov/departments/correctional-facility and clicking on the *Daily Housing Report* link.

Communication

Mail

Inmates are permitted unlimited correspondence with family, friends, acquaintances, attorneys, courts, public officials, bondsmen and news media.

Inmates may seal envelopes of all outgoing letters.

All incoming mail must be addressed as follows:

Inmate's Name

Inmate Number

P.O. Box 419

McElhattan, PA 17748

More information is available [here](#).

Only legal mail is received at the facility. All non-legal mail is mailed to the following address and is scanned and made available on inmate tablets. This address is changing on September 20, 2020:

Current:
PO Box 995
Lebanon, MO 65536
After September 1, 2020:
Inmate Name & ID
c/o Smart Communications
PO Box 1907
Pinellas Park, FL 33780

Telephone

Inmates in general population have access to phones daily (7:00am - 10:00pm). They are not scheduled. Collect call—only phones are available to inmates daily, either in the living units or adjacent areas. Operation of these phones is scheduled. Inmates in the general population who are on restriction receive regular phone calls. Inmates in the special management/restricted housing units, if cooperative, will have a monthly phone period. Inmates in disciplinary segregation will be given calls for legal purposes and family emergencies as determined by staff. Inmates in a Modified Housing Unit are given legal/emergency calls. Social/Family calls are approved on a case by case basis by the Modified Housing Review Committee.

Digital Communication

Video visitation is offered through the tablet system. Each detainee gets one free video visit per week and additional visits cost 20 cents per minute.

Reentry

CCCF has reentry team meetings every month.

If parents are incarcerated on **drug or alcohol charges**, CCCF sets up drug/alcohol counseling for when inmates are released. Parents with **mental health issues** must maintain mental health assessments. CCCF starts the paperwork for these inmates to obtain the access card for when they are released. The facility provides the psychiatrist with a health maintaining medication form. When inmates are released, they leave with a week's worth of medication.

Inmates involved with **children and youth social services agencies** must maintain that involvement. Inmates must cooperate with any programs recommended by children and youth. In order to maintain parole and probation, the inmates must maintain the contact with children and youth.

Treatment Classification/Assessment

Qualifications for receiving treatment:

1. **Length of sentence** — All inmates are assessed within seven days, and inmates can attend programs as soon as they are placed on program lists.
2. **Behaviors** — Inmates in disciplinary segregation may not attend programs. Inmates on administrative segregation may attend one religious program per week. Any other programs must be approved by the warden.
3. **Nature of crime committed** — No restrictions as long as inmates are classified to the general population.

Classifications:

- Inmates are classified as low, medium and high.
- Classifications are based on offenses, amount of bail and behavior history.
- Only inmates housed in disciplinary segregation are restricted to one thirty-minute visit per week if approved by the Modified Housing Committee.
- Disciplinary segregation and "keep separate" orders affect access to treatment.

Services Available

- Crossroads drug and alcohol Group, two hours per week (one hour for men and one hour for women).
- Alcoholics Anonymous, one session per week for both men and women.
- Parenting classes — Available for both men and women through the Infant Development Center in Lock Haven.
- GED programs (for parents).
- Mental Health individual counseling
- Group Programming

For any additional information not included on this form or any of the county appendices, visit the Clinton County Correctional Facility website at: <https://www.clintoncountypa.gov/departments/correctional-facility>.

Appendix 18A — Clinton County Correctional Facility Family Visitation Procedure

At the time of commitment, each inmate is advised by the receiving officer, and again by the deputy warden/designee at orientation, that he or she may have three visiting periods per week during the scheduled visiting hours. Movement to and from the visiting room constitutes a visiting period. Only four visitors can visit an inmate at a time provided they register together. Each visitor's full name and complete address must be registered and logged on the Inmate Visiting Record.

Inmates normally receive a one-hour visit (maximum time), but when visiting is heavy, visits may be ended after 30 minutes. Special visits for inmates are only approved under very unusual circumstances. Shift commander or higher authorities may approve special visits for families who have traveled great distances and for employers who desire to consult with inmates about termination of or continuing employment.

Inmates are not authorized to receive articles from visitors, nor will inmates be permitted to give out any articles without prior approval via CCCF #14A. Articles approved for delivery to an inmate or to a visitor from an inmate are recorded on a Property Request Form (CCCF #14A) that is stapled to the inmate's original property record after processing is completed. The officer processing the CCCF #14A must sign the form and include his or her I. D. number along with the signature.

Visitors are permitted to deposit money into an inmate's account. United States Postal Money Orders may be mailed to the facility; no other money orders will be accepted. The kiosk in the lobby accepts cash and credit card deposits into an inmate's account. Money can also be deposited online via ConnectNetwork: <https://www.connectnetwork.com>

Physical contact between inmates and visitors is prohibited. To preclude physical contact between inmates and nonprofessional visitors, the visiting room is used.

The use of obscene language or other conduct of a disorderly nature is prohibited. Whenever the conduct of any person during a visit becomes disorderly, the visit will be terminated by the shift commander, who returns the inmate to his or her living area and has the visitor leave the facility. An Extraordinary Occurrence Report (CCCF#36) is prepared to document this decision.

Columbia County Prison

George Nye, Warden

gnye@columbiapa.org

Tim Burns, Deputy Warden

tburns@columbiapa.org

721 Iron St.

Bloomsburg, PA 17815

Phone: 570-784-4815

Fax: 570-784-8837

Counselor Contact Information

Janelle Ackerman, Prison Inmate Coordinator

570-784-4815 ext. 6341

jackerman@columbiapa.org

Visitation

- **Contact/Non-Contact**

Only non-contact visits through protective glass are permitted. **Families can also register for Video Visitation on a pre-scheduled basis.**

- **Visitation Schedule**

On Tuesdays and Thursdays family/friends can schedule from the openings online and use the prison's equipment (kiosk) if they would like to for free. However, they have to register as "on-site" or it will not work.

The Video Visitation system allows families and friends to visit through a windows-based computer with a camera or an Android phone. Facility staff monitor these visits. Family and friends can register online by going to www.icsolutions.com. Any special considerations for visitation can be submitted to the Warden. For more information about the visitation policies, visit the prison's [website](#).

On-Site (face-to-face) Hours:

Saturday:

9:00 AM-11:00 AM: A Unit

11:00 AM-1:00 PM: D North Unit

1:00 PM-3:00 PM: D South Unit

Sunday:

9:00 AM-11:00AM: B Unit

11:00 AM-1:00 PM: F Unit

1:00 PM-3:00 PM: C Unit

Details about visitation rules can be found in [Appendix 19A](#).

- **Frequency/Number of Visits**

Residents are permitted one weekly on-site (face-to-face) visit. Visits are limited to 20 minutes.

- **Documentation Required**

Photo ID is required; however, the person who brings a child to visit must be on the inmate's list of visitors. That person must write a letter to the inmate requesting to be placed on this list. Inmates are the only people who can add or delete names on their visitor lists.

- **Dress Code**

Detailed information about acceptable dress requirements can be found in [Appendix 19A](#).

- **Visitation Exceptions for Professionals**

All on-site in person attorney visits have to be scheduled. (Note: "On-site" is referring to video visitation that can be scheduled on icsolutions.com.)

More general visitation information is available online [here](#).

Communication

Mail

Legal mail must be addressed as follows:

Inmate's Name

Columbia County Prison
721 Iron Street
Bloomsburg, PA 17815

All other mail must be addressed as follows:

Inmate Name
Inmate ID#
Columbia County Prison
PO Box 247
Phoenix, MD 21131

Packages and envelopes with padding, insulation or metal are not permitted. Mail is inspected by jail officers and will be returned if the facility decides the contents are inappropriate.

Digital Communication

Video conferencing is available for court purposes and must be coordinated through the booking department. Families can register for video conferencing as well and will be offered on a prescheduled basis. Friends and family can use Textbehind.com to contact inmates. There is a mobile app also available for this resource.

Reentry

A reentry program is available; contact Officer John Mahon with probation at 570-389-5650.

Treatment Classification/Assessment

N/A.

Services Available

Services are available through an outside agency:

- Parenting classes.
- Reentry.
- Drug and alcohol counseling.
- M/H.
- Anger management.
- Alcoholics Anonymous.
- Bible study.
- Life skills.
- GED.

Contact Janelle Ackerman, case manager, to coordinate these services.

For any additional information not included on this form or any of the county appendices, visit the Columbia County Prison website at: <http://columbiapa.org/pison/index.php>.

Appendix 19A — Columbia County Visitation Rules

1. Residents are permitted one weekly on-site (face-to-face) visit. Visits are limited to 30-minute duration.
2. You must be listed on a resident's Visitation List in order to visit. If you are not on the Visitation List, you will not be permitted to visit.
3. All visitors are required to sign the visitor log when entering the facility.
4. Visitors must have a valid Photo Identification for adults (17 and over).
5. All visitors are subject to search and screening with a metal detector prior to entry.
6. Due to facility space limitations, there is a limit of two adult visitors per inmate in the visiting area. All children under the age of 10 must be supervised at all times.
7. Juveniles must remain seated or no more than an arm's length away with the parent or legal guardian at all times.
8. All visitors must be appropriately attired. Excessively tight-fitting, revealing garments are not permitted. Visitors must wear undergarments at all times.
 - a. No gang-related symbols, themes or colors.
 - b. Skirts or dresses must be below the knee.
 - c. Shorts at mid-thigh or below.
9. Jackets, coats and any other outerwear, hooded sweatshirts, and/or hats are not permitted in the visitation area.
 - a. There are lockers provided in the visitation waiting room for the above items.
10. Residents are not permitted to receive any item during visitation, including pictures, letters, mail or any other items.
11. Cell phones or other electronic devices are not permitted inside the facility. If a visitor is caught with a cell phone while in the facility, they will be escorted from the prison and their visitation privileges may be revoked.
12. You will not be permitted to visit while under the influence or the appearance thereof using alcohol/drugs.
13. Weapons of any kind are not permitted on prison property, including the prison parking lot.
14. All visits are subject to monitoring and/or recording.

Off-Site Virtual Video Visitation Rules

1. Families must be registered into the virtual visitation system website www.icsolutions.com.
2. The cost of an off-site/remote visit is \$8.75 per 25-minute session.
 - a. If a visitor does not show up for a scheduled video visitation session, no refund will be issued.
 - b. If a visitor loses internet connection during an off-site video visitation session, the visitor will not be permitted to reconnect and no refund will be issued. The Prison has no control over the visitor's internet connection.
3. Only visitors who are registered and are listed on the visitation portal will be permitted to visit.
4. A maximum of 2 people per visit are permitted.
 - a. two adults (over the age of 18)
 - b. one adult and one child
5. Visits cannot occur for newly-arriving inmates until they are out of the initial classification period (48 hours).
6. Visits must be scheduled 24 hours prior to the appointment and up to 2 weeks in advance.
7. All children must be accompanied by a parent or legal guardian.
8. You must be properly attired; clothing cannot be see through, no skintight clothing or tank tops will be permitted. Visitors must wear undergarments at all times.
 - a. No gang-related symbols, themes or colors.
 - b. Skirts or dresses must be below the knee.
 - c. Shorts at mid-thigh or below.
9. Staff can deny, change, or cancel a visit at any time.
10. Visitors and Inmates must be on time for the scheduled visit.
 - a. Visits will be marked as missed after 10 minutes of scheduled time if either the inmate and/or visitor are not logged onto the system.
 - b. You will not be permitted to visit while under the influence or the appearance thereof using alcohol/drugs.
11. If the person you are visiting is in general population housing, they can receive up to three off-site virtual visits (Tuesday or Thursday). Each Housing Unit has one virtual visitation unit available for use.
12. All virtual visits are subject to monitoring and recording.
13. Any sexually suggestive behavior, whether verbal or physical, during your video visitation is prohibited. This behavior will be cause for your video visit to be terminated and your visiting privileges be suspended for a period of time or permanently.

Crawford County Correctional Facility

Jack Greenfield, Warden

jgreenfield@co.crawford.pa.us

Ben Fair, Deputy Warden

bfair@co.crawford.pa.us

2100 Independence Drive

Saegertown, PA 16433

Phone: 814-763-1190

Fax: 814-763-1101

Counselor Contact Information

Jill Tucker

Cindy Peck

814-763-1190

Visitation

○ Contact/Noncontact

Noncontact. The facility utilizes the former contact visitation room and doesn't plan to return to contact visitation. Please contact Alicia Smith in Population Control at 814-763-1833 to arrange specialized visitation.

○ Visitation Schedule

Visiting hours vary from 9 a.m. to 9 p.m. Monday through Friday and vary according to inmate classification and housing.

For a complete schedule, visit:

<https://www.crawfordcountypa.net/CCCF/Pages/VisitationSchedule.aspx>

○ Frequency/Number of Visits

Please see visitation schedule above. The visitor must contact Alicia Smith at ext. 1803 24 hrs. in advance to the scheduled visitation day.

○ Dress Code

<https://www.crawfordcountypa.net/CCCF/Documents/Inmate%20Visitor%20Attire.pdf>

○ Documentation Required

Visitors age 18 and older must have a valid driver's license (from any state) or a valid non-driver's photo ID (from any state), which will not be provided by the Crawford County Correctional Facility. Visitors under the age of 18 must be accompanied by a parent or legal guardian who must also be on the approved visiting list.

○ Visitation Exceptions for Professionals

The policy for "official visitors" is online at:

<https://www.crawfordcountypa.net/CCCF/Documents/OFFICIAL%20VISITATION%20POLICY.PDF>

○ Nuances/Tips/Other Important Information

- Visits are given on a first-come, first-served basis.
- If a visitor is unruly during the visit, the visit will be terminated, and the visitor could face criminal charges.
- Inmates housed in Intake Housing Unit will have no personal visits until they are classified.
- During classification, the inmate is responsible for placing up to 15 visitors and their relationship on the visitation list. Changes to the visiting list will only be completed by CCCF counselors.
- Cell phones are strictly prohibited inside the facility.
- Visitors and inmates must remain seated during visits.
- The institution will not notify a religious visitor who has been replaced or deleted from the inmate's visitor list by the request of the inmate. It's the inmate's responsibility to notify the religious visitor that they have been replaced or deleted.
- All visitors are subject to search.
- No person on probation or parole will be permitted to visit any inmate.
- Money-Inmate Commissary Accounts-Money for inmates may be placed on their account using the kiosk machine in our lobby or by using Access Secure Deposits by calling 866-345-1884 or via the internet at <http://www.inmatedeposits.com>.

Communication

Mail

Mail should be addressed as follows:

Inmate's Name

Crawford County Correctional Facility

2100 Independence Drive

Saegertown, PA 16433

Telephone

Inmate phone accounts may be set up by contacting Securus Technologies at 1-800-844-6591 or on the web at www.securustech.net. Inmate phone accounts are not handled by the facility.

Telephone calls are a privilege, not a right. Telephone privileges may be revoked for misuse, inappropriate behavior or security reasons while using the inmate phone systems. Telephones were installed for the inmate's benefit and convenience.

The telephone systems will be operational seven days a week, from 8 a.m. to 10 p.m.

- Incoming telephone calls are not permitted. No staff member is permitted to make any phone calls for inmates.
- Each call has a time limit so that everyone will have an opportunity to place calls.
- All calls are collect.
- Three-way calls are strictly prohibited.
- If an inmate makes three (3) calls to the same number in twenty-four (24) hour period, a block will be placed on that number for twenty-four (24) hours.
- Inmates in RHU/FRHV, medical, hospital, or on a suicide watch do not receive telephone privileges.

Digital Communications

The facility now offers video visitation. To gather information about the video visitation program, please view the facility website <https://www.crawfordcountypa.net/CCCF/Pages/VisitationSchedule.aspx>

The facility also now offers an opportunity for inmates to receive email using the I.C.S. tablet. To receive information on how to send an email, please visit www.ICCsolutions.com

The full policy on mail and telephones is online at:

<https://www.crawfordcountypa.net/CCCF/Pages/MoneyPhoneMail.aspx>

Reentry

There are no reentry policies or programs at CCCF.

Treatment Classification/Assessment

There are no treatment classification or assessment policies at CCCF.

Services Available

Several services below are currently suspended due to staff shortages.

- Drug and alcohol group therapy.
- Pastoral visits.
- Law library (by computer—securus tablet).
- Parent support group.
- Alcoholics Anonymous meetings.
- Narcotics Anonymous meetings.
- Bible study.
- Food Safe Program Certification
- Religious services currently via the mail system.
- Penncrest District.
- Inside and outside inmate worker programs. A full list of worker programs is online at: <https://www.crawfordcountypa.net/CCCF/Pages/InmateWorkerPrograms.aspx>
- A program activity schedule for all inmates is online at: <https://www.crawfordcountypa.net/CCCF/Pages/ProgramActivitySchedule.aspx>

For any additional information not included on this form or any of the county appendices, visit the Crawford County Correctional Facility website at: <https://www.crawfordcountypa.net/CCCF/Pages/home.aspx>.

Cumberland County Prison

Travis Shenk, Warden

tkshenk@cumberlandcountypa.gov

Michael Eickhoff, Deputy Warden – Security

mweickhoff@cumberlandcountypa.gov

Rebekah Finkey, Deputy Warden – Treatment

rmfinkey@cumberlandcountypa.gov

Trevor Beatty, Deputy Warden-Operations

ttbeatty@cumberlandcountypa.gov

1101 Claremont Road

Carlisle, PA 17015

Phone: 717-245-8787

Fax: 717-240-6593

Counselor Contact Information

Kelli Beatty, Correctional Counselor

krbeatty@cumberlandcountypa.gov

Dial 717-245-8787 and listen for prompts or call 717-245-8789 for Kelli's direct line

Visitation

• Contact/Non-Contact

- Contact visits are allowed between incarcerated parent and child if court-ordered. All inmate visitation is secure (inmate and visitor are separated by a barrier), with the exception of those inmates who are classified as Trustees or Work Release who have contact visiting privileges.
- George Junior Prison Visitation Program is provided for incarcerated parent(s) with children who have open cases with Cumberland County Children and Youth Services. The warden must clear the parent to participate in the program and once cleared the parent may participate in contact visitation once each week for one hour. The parent(s) must participate in weekly parenting classes at the prison in order to remain eligible for visitation.
- Everyone entering the prison is subject to search, per Purdon's Title 61, Section 384. Any visitor who refuses a search when requested will be denied visitation.

• Visitation Schedule

Inmates committed to the Cumberland County Prison must complete a visitors' list identifying those people who may visit during their incarceration. Once approved, visitation is scheduled by the housing unit for each inmate. Inmates are responsible for informing their visitors of visiting times. There are no Sunday visits. For a complete visitation schedule please use the following link: <https://www.ccpa.net/3634/General-Visitation>.

• Frequency/Number of Visits

See above.

• Documentation Required

All visitors must be over 18 unless accompanied by a parent or guardian and must have photo ID.

• Visitation Rules & Regulations/Dress Code

- No food or beverages are permitted in the visiting rooms.
- Property being sent out may be picked up by the visitor following the visit in accordance with the out-going property procedures.
- Only those visitors on your approved visitor's list will be permitted to visit and must leave promptly afterward. Limited space in the lobby does not allow for others to wait.
- When a visitor requests to see more than one (1) inmate, they must sign in and complete the first visit; then leave to sign in for the second visit. They must be on both inmates' approved visitors lists as well.
- The prison is a tobacco-free facility. Visitors are not permitted to smoke inside the building, nor are they permitted to introduce these items into the visiting room.
- Visitors appearing to be under the influence of drugs or alcohol will not be permitted to visit.
- Visitors must control their children. Failing to prevent children from disturbing others may result in the termination of the visit.
- A visitor or inmate's attempt to introduce contraband into the facility will result in termination of your visit, disciplinary action and/or criminal prosecution.
- Visitors must be dressed in socially acceptable clothing.
- A visitor's dress code is published in various areas of the public lobby and visiting areas.
- Everyone entering the Prison is subject to search. Authority for such search is contained in Purdon's, Title 61, Section 384.

- All electronic devices, including cell phones, are prohibited in the visitation rooms. Any violations will result in visitation suspension for both the inmate and visitor.
- **Visitation Exceptions for Professionals**
Official visitors, including attorneys, clergy, probation and parole officers and service providers, may see inmates between the hours of 8:30–10:30 a.m., 12:30–4 p.m. and 6–10 p.m. daily.
- **Nuances/Tips/Other Important Information**
 - Money that an inmate possesses upon commitment and funds received during their incarceration will be taken and placed in a prison account. This includes funds received during incarceration. Cash or money orders are acceptable. Personal checks will not be accepted.
 - A kiosk located in the administrative lobby accepts monies (cash[5.00 bills or larger]or credit card transfers) into an inmate’s account. Visitors can access this kiosk Monday-Friday 8 a.m.-4 p.m. (except county holidays) and during all visiting hours. There is a transaction fee charged for all transfers (similar to an ATM machine). Additionally, funds can be deposited off-site by accessing www.offenderconnect.com A receipt is rendered for all transactions.
 - Money orders are NOT accepted.
 - You are not permitted to transfer funds between inmate accounts.
 - No property may be brought to inmates at the facility except that which may be medically necessary. All personal items and clothing must be purchased through the inmate commissary.
 - The inmate list is available at: <http://ccweb.ccpa.net/inmatelisting/>

Communication

Mail

All incoming mail must be addressed as follows:

Inmate’s Name
Inmate ID
Cumberland County Prison
1101 Claremont Road
Carlisle, PA 17015

More information is in [Appendix 21A](#).

Telephone

Inmates are permitted to make outgoing telephone calls. Citizens from the community wishing to accept inmate telephone calls from the Cumberland County Prison need to establish an account with GTL online at: <https://www.connectnetwork.com> or by telephone at 1-888-949-3303 Monday through Friday 8:00 a.m. through 6:00 p.m. EST.

Digital Communication

Video conferencing is available for court purposes.

Reentry

Contact Todd Diehl, Work Release Manager.

Treatment Classification/Assessment

George Junior Visitation for Incarcerated Parents with Children with an open CYS case-Lisa Fourlas, Supervisor 717-676-9467

Lou Ann Agosta, Prison Visitation Worker 717-414-6216

Drug and Alcohol Counselor, Andrea Janssen 717-245-8785

Mental Health Counselor, Christine Ramond 717-245-8767

Work Release, Tom Tezak 717-245-8757

Work Release, Assistant Manager, Todd Diehl

Services Available

In most instances, a referral is needed for the parent to attend treatment; however, contact Kelli Beatty, correctional counselor, to see if a court order will be needed.

1. Parenting classes (men to men/women to women)
2. Life skills
3. Drug and alcohol counseling
4. Mental health
5. George Junior Visitation After-Care Services-Offering services and support to parents when released. Contact Lia Fourlas and/or Lou Ann Agosta

For any additional information not included on this form or any of the county appendices, visit the Cumberland County Prison website at: <https://www.cumberlandcountypa.gov/95/Prison>.

Appendix 21A — Cumberland County Prison Mail Policy

Incoming mail must have a return address. Incoming mail without a return address will be opened, checked for contraband and placed in the inmate's property box until the inmate is released from the facility. All incoming non-legal mail will be opened and inspected for contraband without the inmate being present and will be stamped with the date received. Any money orders received will be placed on the inmate's account and the inmate will be given a receipt.

Legal mail will be delivered to the housing unit, opened by a staff member in the presence of the inmate, checked for contraband and signed for by the inmate. Legal mail can be from government officials, attorneys, court officials or certified mail.

Outgoing mail is logged and date-stamped. Outgoing mail must have a return address including the inmate's name and facility address. All inmate mail may be inspected for contraband during a search. All inmate mail may be inspected and screened if probable cause of criminal activity exists. Correspondence will be censored if it appears evident that the material is a type that has or may cause violence or other disruption of the facility's security.

Dauphin County Prison

Gregory Briggs, Warden

gbriggs@dauphincounty.gov

Bruce LeValley, Deputy Warden

blevalley@dauphincounty.gov

Roger Lucas, Deputy Warden

rlucas@dauphincounty.gov

Lionel Pierre, Deputy Warden

lpierre@dauphincounty.gov

501 Mall Road

Harrisburg, PA 17111

Phone: 717-780-6800

Fax: 717-558-8825

Treatment Department Contact Information

717-780-6800 ext. 3887

Visitation

Contact/Non-Contact

Visitation for the general population is non-contact. A contact visit (or merit visitation) is an earned privilege for inmates who completed a therapeutic community or an approved parenting program.

Visitation Schedule

Visits with the general public are limited to one (1) fifty (50) minute visit a week. The visitation schedule, which is subject to change, is posted in each housing block. Inmates are held in classification for 7-10 days. Visiting times are assigned based on housing assignments. It is the inmate's responsibility to notify visitors of the scheduled time and day of visits, any changes that may occur, and the rules and regulations governing visitation. Please see posted rules in the Prison lobby. Inmates housed in a Classification or a Restrictive Housing Unit are not eligible for a visit.

Visitation Rules/Dress Code

- Any individual failing to comply with the rules and regulations of Dauphin County Prison; displaying or encouraging disruptive behavior, using profanity, not properly supervising children or appearing to be under the influence of drugs and/or alcohol will be required to leave Dauphin County Prison property and will not be permitted to visit at Dauphin County Prison.
- All visitors must be eighteen (18) years of age to visit, unless they are with a responsible adult 18 years of age or older. Visitors over sixteen (16) years of age must have two (2) forms of identification, one (1) must be a photo I.D. No identification will be required for visitors under sixteen (16) years of age.
All visitors must be processed and signed in fifteen (15) minutes prior to the start of visits. It is recommended that visitors arrive thirty (30) minutes prior to the scheduled visitation time. Only those individuals who have been authorized for a visit will be permitted in the lobby area and must leave upon completion of their visits. Limited space does not permit loitering in the lobby area.
- All visitors must be dressed in a manner that is accepted by the Administration. No shorts, except for children under the age of six (6). No backless tops. No sleeveless attire. No bathing suits. No tight-fitting clothing. No see-through clothing. Women must wear a bra. Dresses, skirts and similar attire must be no shorter than two inches above the knee. No low cut, revealing, or unbuttoned shirts are allowed. No hooded clothing. Jackets and coats are not permitted in the visitation rooms. No leggings or pants with holes.
Only two (2) visitors will be permitted to visit at one time. Should an infant or child come to visit, he/she must occupy the same seat as the adult visitor. If more than two (2) people come to visit, the inmate will decide how to divide the allotted time.
- The Shift Commander may temporarily suspend an inmate's visitation privileges due to a disciplinary infraction that occurred during visitation. Visitation privileges may be suspended indefinitely during any emergency and will not be made up.
- Information such as visitation phone instructions and Inmate look up are online at:
<https://www.dauphincounty.gov/government/support-services/prison>

A Caseworker must contact the Treatment Department to schedule an appointment before visiting. It is requested that you schedule this appointment at least one to two days prior. Suggested times are 8:00 am, 9:00 am, 1:00 pm and 2:30 pm. This will avoid check and meal times which may increase your wait to see an inmate.

Any paperwork to be signed by a parent should be done through a visit with the Caseworker so the paperwork can be thoroughly

explained to the inmate. Prison employees will not pass or witness documents. Do not give inmates paperwork with staples, paper clips or binder clips.

A driver's license and county ID are required. You will be asked to leave your identification at the front desk, so that Prison employees can track who is in the building in case of an emergency. Cell phones, recording devices are not permitted. Electronics such as laptops and iPads require approval.

Communication

Mail

All inmates shall be entitled to use the U.S. mail service to send and receive mail; however, Dauphin County Prison reserves the right to inspect or screen all incoming mail for contraband.

Inmates are not allowed to receive stamped envelopes. All incoming and outgoing mail must be properly addressed. Mail received without a return address will not be delivered to the inmate. The inmate must inform anyone corresponding with them that they must place a return name and address in the upper left-hand corner of the envelope. Incoming mail must be properly addressed with the inmate's proper name; the prison does not recognize nicknames.

An example of a properly addressed envelope is:

Inmate's Name; (inmate number if known)
Dauphin County Prison
501 Mall Road
Harrisburg, PA 17111

Telephone

A telephone account must be set up for the inmate to make any personal calls. Instructions for setting up an account are on the prison's webpage at: <https://www.dauphincounty.gov/government/support-services/prison>.

Digital Communication

Dauphin County Prison inmates have access to a tablet in their cell. They can set up a free account and can use it to call friends and family and send photos, as well as use educational apps and receive facility messages. Family and friends have to set up an account through www.gettingout.com and all photos go through a review process before being released to the inmate. There are certain programs that inmates would have to pay for, and they can add money to their account for that. Access to the law library profile is free to inmates. Video calls also have an additional cost per minute.

Reentry

The Treatment Department works with each individual, whenever possible, to arrange for appropriate services when they are released. An inmate may be eligible for the Work Release program before release.

The Treatment Department works with the Case Management Unit, Keystone, and Dauphin County Drug and Alcohol to establish reentry plans for mentally ill inmates. Services are arranged when possible, including coordination with county drug and alcohol and probation/parole when applicable. A thirty (30) day script and four (4) days of psychotropic meds - seven (7) days if being released to a program where medications will be controlled - are issued at the time of release. A seven (7) day supply of all other medications is supplied upon release.

Treatment Classification/Assessment

Inmates are placed in a classification unit after processing by the booking officer. There they receive a physical examination, are interviewed by a chaplain and intake worker and may be seen by various outside agencies such as representatives of pre-trial services, public defender and the parole office. Assessments are completed by two Treatment supervisors to determine the appropriate classification, relevant housing issues and programming requirements.

Inmates are held in classification for approximately 7-10 days.

Treatment Department Services Available

The Counseling Department provides treatment planning, group counseling, one-on-one individual counseling and casework advocacy services. Specialized therapeutic communities are also available to the inmate.

The Educational Department provides General Educational Development (GED), Adult Basic Education (ABE) and English as a Second Language (ESL) classes. GED testing is offered to those who are ready to take the test.

The Operations Department assigns inmates to trustee status. They process those inmates requested by Work Release staff to move to the Work Release Center. The Operations Department classifies inmates, including the initial intake procedure, identifies

problems in conjunction with Medical and Security staff and assures proper housing of all inmates. The Operations Staff handles all parole recommendations and provides secretarial and clerical support services.

The Community Connections Department provides religious programming through two full-time Chaplains. Group services are provided through volunteers to ensure all religions are covered.

An inmate can participate in a hearing by telephone by sending a request to Nicole at ngreen@dauphincounty.gov, with the name of the inmate, date and time of the hearing and the phone number to call.

For any additional information not included on this form or any of the county appendices, visit the Dauphin County Correctional Facility website at: <https://www.dauphincounty.gov/government/support-services/prison>.

Delaware County Prison (George W. Hill Correctional Facility)

Laura Williams, Warden
williamsl@co.delaware.pa.us
Adam Smith, Chief Deputy Warden
smithad@co.delaware.pa.us
Dele Faly, Deputy Warden
falyd@co.delaware.pa.us
Lisa Mastroddi, Deputy Warden
mastroddil@co.delaware.pa.us

[Willie Bonds, bondsw@co.delaware.pa.us](mailto:bondsw@co.delaware.pa.us)

500 Cheyney Road
P.O. Box 23
Thornton, PA 19373
Phone: 610-361-3200
Fax: 610-558-9694

Counselor Contact Information

Patricia O'Connor, Mental Health Administrator
OConnorP@co.delaware.pa.us

Visitation

- **Contact/Non-Contact**

Contact visits are allowed.

- **Visitation Schedule**

The visitation schedule is online at: <https://www.delcopa.gov/prison/index.html>.

- **Frequency/Number of Visits**

N/A

- **Documentation Required**

- Visitors are required to have current photo identification: a Pennsylvania State ID, valid driver's license or military ID.
- Children under 18 must be accompanied by their parent or guardian or by a representative or caseworker from a children and youth agency.

- **Dress Code**

The complete dress code policy is online at: <https://delcopa.gov/prison/pdfs/DressCodeVisitors2022.pdf>

- **Visitation Exceptions for Professionals**

N/A

- **Nuances/Tips/Other Important Information**

- All persons and vehicles are subject to search at any time while on prison property. A pat search will be performed on any individual seeking entrance into the secure portion of the facility; those seeking entrance to the secure facility will also be subjected to scanning by a metal detector and IONSCAN narcotics detection system.
- The prison is a tobacco-free facility: Smoking cigarettes and the use of tobacco products is prohibited at all times while on the prison property, and no tobacco products, matches or lighters are allowed inside the facility.
- No pictures, cards or letters may be brought into the facility. Pagers, cell phones, PDAs and other communication devices are prohibited. No gum, candy or any other food items are allowed.
- No currency, including checks or money orders, may be given to inmates directly; money orders can be mailed to the facility, or money can be deposited in an inmate's account using the kiosks located in the lobby, online, or over the phone. Deposit instructions are at: <https://delcopa.gov/prison/faqs.html>.

Communication

Mail

All paper mail such as letters, drawings, and pictures sent to your incarcerated loved one or friend at Delaware County Correctional Facility, PA are digitally delivered to them via the tablet. This does NOT include attorney-client privileged mail.

All **Personal Physical Mail**, including **Money Orders**, should be sent to:

George W. Hill Correctional Facility
John Doe, #12345678

P.O. Box 247
Phoenix, MD 21131

For further information regarding mailings please reference the following: <https://delcopa.gov/prison/mail.html%20>.

The Prison mailing address otherwise is:

INCARCERATED PERSON NAME, ID NUMBER, HOUSING AREA
GEORGE W. HILL CORRECTIONAL FACILITY
P.O. BOX 23
CHEYNEY ROAD
THORNTON, PA 19373

Telephone

All inmate calls are paid for and monitored through the jail itself. The inmate must fill out a calling request for the person they wish to call. Money placed on their commissary is used to pay for the calls. All calls are subject to monitoring and recording.

Digital Communication

Video visitation is offered Monday through Friday: 9:00 am to 9:55 pm based on housing assignment. For further details--
<https://delcopa.gov/prison/visitation.html>

Reentry

“Weekend sentencing” is a program that allows a sentenced inmate to maintain employment and alleviate the financial burden imposed by serving a full sentence within the institution. Weekend sentencing is a privilege afforded to those inmates sentenced by the Delaware County courts and can be taken away if it is abused or any of the rules and regulations are violated. Violating the rules and regulations of a weekend sentence will result in disciplinary action, which could include losing the weekend status and losing good time earned towards the minimum sentence.

An individualized packet of community resources and a re-entry plan is provided prior to release. For more information--

<https://delcopa.gov/prison/programssupport.html>.

The facility provides Prison Reentry Education Program (PREP), a psycho-education program that addresses substance abuse and criminal addictive behaviors and is offered to voluntary and mandated offenders.

Treatment Classification/Assessment

All inmates go through an initial intake process that includes a risk assessment evaluation of the following: the inmate’s past incarceration record, criminal charges, any extraordinary circumstances and a medical evaluation of the inmate’s current medical and physical status.

The prison has 12 units, which are identified as: general population, restricted housing, mental health, minimum/medium security (these inmates are eligible for the work release program) and protective custody for the sexual offenders. Once the intake process is complete, the inmate is classified and housed in one of the units. This process normally takes two to three days.

Services Available

For further information about the below, please see: <https://delcopa.gov/prison/programssupport.html>.

Some of GWH programs/service needs and interest include but are not limited to:

- | | |
|---|--|
| • Job Readiness/Entrepreneurship/ Workforce Development | • Gender Focus Program |
| • Substance Use Disorder Treatment and Prevention | • Infectious Diseases Education and Prevention |
| • Mental Health Programs | • Family Reunification |
| • Violence Prevention and Trauma Counseling | • Anger Management |
| • Reentry Support and Planning | • Parenting Skills |
| • Financial literacy | • Health Education |
| | • Housing Options |

For any additional information not included on this form or any of the county appendices, you may visit the Delaware County and George W. Hill Correctional Facility website at: [George W. Hill Correctional Facility - Delaware County, PA \(delcopa.gov\)](https://delcopa.gov)

Elk County Prison

Scott Atwell, Warden

satwell@countyofelkpa.com

Rodney Constable, Deputy Warden

RConstable@countyofelkpa.com

225 Center Street

P.O. Box 448

Ridgway, PA 15853

Phone: 814-776-5342

Fax: 814-772-5685

Counselor Contact Information

Astasia May-Straneva, Corrections Counselor

Phone: 814-776-5320

amaystraneva@countyofelkpa.com

Visitation

• Contact/Non-Contact

Contact visits between a child and an incarcerated parent are not typical and would need to be court-ordered; however, before making such a request, contact Scott Atwell, corrections counselor, about the possibility.

• Video Visitation

Video Visitation is now an option, contact ICSOLUTIONS.com for details. You will need the inmates name and ID # to schedule a video visit. This option is initiated and paid for by the visitors, not the inmate. The cost per visit is \$5.00 for a 20 minute video visit. Anyone wishing to set up a video visit with an inmate will need to go to ICSolutions.com to create an account and schedule a visit.

• Visitation Schedule

- Visitation with a dependent child will follow the court's order.
 - The non-contact visitation schedule depends upon the inmate's assigned housing unit. Visitation schedules for each housing unit and information on requesting special half-hour non-contact visits is available at:
<http://www.co.elk.pa.us/forms/Pub%20Inf.%20Brochure.pdf>.
- To visit an inmate, they must include you to their visitation list. If you would like to be added to an inmate's list, write to them and provide your full name, address, telephone number, and date of birth.
 - Additional information about who can be on the inmate's visitation list is available online at:
<http://www.co.elk.pa.us/forms/Pub%20Inf.%20Brochure.pdf>.

• Frequency/Number of Visits

N/A.

• Documentation Required

- Persons wishing to visit must present proper identification when entering the facility. The following are acceptable forms of identification:
 - Valid photo driver's license.
 - Photo Identification Card issued by the Pennsylvania Department of Transportation.
 - Valid passport with picture identification.
 - Valid photo military card.
 - Valid photo ID accompanied by documentation with proof of age.
- Children under the age of 18 must be of the immediate family in order to have a special visit with an inmate. Children aged 16 or 17 must have proper photo identification and be accompanied by an adult with proper photo identification. Children under 16 do not need photo identification, but they must be accompanied by an adult with proper photo identification.

• Dress Code

No halter tops, half shirts, tube tops, "short shorts," micro-mini skirts, fishnet stockings, see-through blouses or provocative garments. Blouses, shirts and tops must extend to or beyond the beltline. Jail staff reserves the right to deny anyone visiting privileges because of inappropriate dress.

• Visitation Exceptions for Professionals

N/A.

• Nuances/Tips/Other Important Information

- Upon arriving at the facility to visit an inmate, report to the lobby officer and sign in. No personal belongings (purses, coats, etc.) may be taken into the visiting area; you may store them in a locker during your visit. No tobacco or tobacco products may be brought into the facility.
 - You are subject to search prior to entering and exiting the facility. You will pass through a metal detector before entering the visiting area. If you do not clear the metal detector, your visit may be denied. A list of causes for denial or termination of visit is online at: <http://www.co.elk.pa.us/forms/Pub%20Inf.%20Brochure.pdf>
- Before leaving the facility, you must be logged out by the lobby officer. If you used a security locker, you will also remove all of your personal belongings. Neither Elk County nor the Elk County Prison is responsible for any of the lockers or any personal belongings placed in them.

Communication

Mail

No incoming mail will be given to the inmate if it contains material that has a strong odor or any colorings or stains.

All incoming personal mail must be addressed as follows:

Inmate's First/Last Name
Elk County Prison
P.O. Box 247
Phoenix, MD 21131

Please do not send envelopes, stamps, copy paper, writing paper, clothing, undergarments, sneakers or personal checks.

Only valid money orders are accepted through the mail for deposit in the inmate's account. The facility is not responsible for cash sent through the mail.

Options for depositing funds on Inmate Accounts:

1. Use website: www.accesscorrections.com
2. Use a credit card by calling 1-866-345-1884
3. Drop off money at the prison lobby Sun.-Sat. from 12-8 p.m.

All contraband will be confiscated and disposed of. Any attempt to mail contraband into the facility will result in permanent suspension of writing and visitation privileges, and the sender will be prosecuted. More information about unacceptable correspondence is available online at: <http://www.co.elk.pa.us/forms/Pub%20Inf.%20Brochure.pdf>

Website for sending electronic mail— www.TextBehind.com

Legal Mail may be sent directly to the prison:

Inmate's Name
Elk County Prison
225 Center Street
P.O. Box 448
Ridgway, PA 15853

Phone

Caseworkers should contact the jail counselor to schedule a phone call with the inmate. The inmate has access to a phone from which they can call collect until 9 p.m. If you wish to receive collect calls from an inmate, you must first create an AdvanceConnect account at <https://icsolutions.com>. There is a 20-minute time limit on all calls. Inmates are permitted a reasonable amount of outgoing calls per day, as long as phone use is not being abused; phone privileges can be taken away by a supervisor. All phone calls are monitored and recorded.

Digital Communication

Video conferencing is available for court proceedings.

Reentry

This is arranged through Probation.

Treatment Classification/Assessment

A form with questions is completed by Astasia May-Straneva, Corrections Counselor, to make proper referrals for services.

Services Available

- Parenting.
- Drug and alcohol counseling.
- Mental health.
- Anger management.

Contact Astasia May-Straneva, corrections counselor, for more information. A court order may be necessary for the inmate to participate, on a case-by-case basis.

For any additional information not included on this form or any of the county appendices, you may visit the Elk County website at: <http://www.co.elk.pa.us/prison/>.

Erie County Prison

Michael Holman, Warden

mholman@eriecountypa.gov

Ronald Bryant, Deputy Warden

rbryant@eriecountypa.gov

Gary Seymour, Deputy Warden

gseymour@eriecountypa.gov

1618 Ash Street

Erie, PA 16503-2168

Phone: 814-451-7500

Fax: 814-451-7520

Counselor Contact Information

Ronald Bryant, Deputy Warden of Programming

814-451-7515

rbryant@eriecountypa.gov

Visitation

• Contact/Non-Contact

Visits are non-contact behind glass in the phone visiting area.

• Video Visitation

The Erie County Prison offers video visitation through <https://www.smartjailmail.com/>. See the Erie County Prison website for further details. <https://eriecountypa.gov/departments/corrections/inmate-visitation/>.

• Visitation Schedule

Erie County Prison's visitation schedule is online at: <https://eriecountypa.gov/departments/corrections/inmate-visitation/>.

• Frequency/Number of Visits

- The frequency and number of visits allowed vary based on the inmate's assigned housing unit. For more information, click the link to the schedule above.
- An inmate is permitted no more than three individual visitors. Exception: A mother/father and two minors.
- A mother/father or legal guardian may have no more than two minors accompany them. Minors must be with their legal guardian and must have proof of guardianship. Any minor over two years of age must have their own time slot. Minors under the age of 18 must be properly supervised and remain with their legal guardian at all times. Proof in the form of a birth certificate, adoption papers, court order, etc., is required for minors to visit.

• Documentation

- All visitors must register in the lobby and present valid photo identification. The only acceptable forms of photo identification are a valid driver's license from any state, Pennsylvania state-issued photo ID, or military ID.
- Falsifying information or identity of a visitor is prohibited.
- All visitors must be 18 or older, unless accompanied by a parent, grandparent or guardian. If an inmate's spouse is under 18, they may be approved with proof of age and marriage.
- Family members may visit only one inmate at a time.

• Dress Code

Halter tops, tube tops, "short" shorts, micro/miniskirts, fishnets and see-through blouses or other provocative garments are prohibited. All blouses, shirts and tops must extend to or beyond the beltline.

• Visitation Exceptions for Professionals

- Visitors from government agencies, spiritual/religious advisors, attorneys, etc. are not considered visitation and do not affect regularly scheduled visits.
- For a spiritual /religious advisor visit, inmates must submit a request slip to the inmate service coordinator that lists the spiritual/religious advisor's full name, name of his or her church, church address and telephone number. (The spiritual/religious advisor must not be a relative and is required to submit proof of their church position and legitimacy. A thorough background check will be completed before clearance is granted.)

• Nuances/Tips/Other Important Information

- Inmates must fill out an inmate visitor request form and return it to their Pod counselor. Names can only be added or removed through the inmate request form. A maximum of 10 names will be accepted (not including authorized minors under 18).
- No changes may be made to the visiting list after it leaves the housing unit, at least one hour before the scheduled visiting day. An exception would be made for inmates who were recently reclassified or committed.
- Individuals under any form of correctional supervision including probation or parole will not be authorized to visit. Registered or listed victims of the holding crime or charges will not be allowed to visit.

- Inmates may not visit with children if their parental rights were terminated, or the children were the victims of the holding crime or charges. Inmates may not visit with people who are believed by substantial evidence to have a potentially detrimental effect or who constitute a threat to prison security.
- The inmate's name must be accurate, complete and legibly printed on the first line or space available on the visiting list. Visitor names must be accurate, complete and legibly printed on the next three lines or spaces available on the visiting list.
- Visits must be orderly and quiet. Visitors are subject to search at any time while on prison property. All children must be properly supervised and remain with their adult sponsor at all times. Violations of any visiting regulation or the failure to follow directions of staff may result in the termination of a visit and suspension of future visiting privileges with a particular visitor. Visiting privileges may be restricted or discontinued during extraordinary circumstances.

Communication

Mail

The Erie County Prison will no longer accept personal mail delivered to the facility's Ash Street address. Please read the Erie County Prison Mailing Policy for more information <https://eriecountypa.gov/wp-content/uploads/2019/08/7-31-19-Mail-Memo-Update.pdf>

All Personal Mail should be addressed as follows:

Smart Communications/Erie County Prison
Adam Smith #123456 (Example Inmate)
PO Box 9177
Seminole, FL 33775-9174

Mail will be printed or handed out to individual inmates, or will be scanned and be made viewable to inmates electronically on kiosks or tablets at the Erie County Prison.

Only in-house mail, legal mail, approved publications and money orders can still be addressed to:

Erie County Prison
 1618 Ash Street
 Erie, PA 16503

Digital Communication

See above for video visitation.

Reentry

Work assignments are made on the basis of classification, physical ability, adjustment records, prior employment, skills training, length of incarceration and the needs of the prison. Sentenced inmates must accept job assignments, and participation in treatment programs while employed is encouraged. Inmates with disabilities are not precluded from participation.

Work Release

Staff assigned to the community corrections center will help inmates find work and make efforts to obtain community cooperation and support needed for success; however, inmates must contact potential employers and find their own work. The work release staff must approve all potential employers, jobs and transportation arrangements. To be considered for the work release program, you must meet all the selection criteria, and eligibility depends on your offense type and status. While in the work release program, inmates must pay a housing fee to the prison and any other mandatory deductions for cost, fines, support, etc.

Treatment Classification/Assessment

No information was provided.

Services Available

- High school classes and G.E.D. classes for inmates age 14 to 21 without a diploma.
- Healthy relationships and behaviors intervention, facilitated by Gaudenzia Erie, Inc.
- Narcotics Anonymous and Alcoholics Anonymous.
- Anger management.
- Mental health counseling.
- Prison ministry.
- Bible study (also offered in Spanish).
- Foundations of Fatherhood 12-week workshop.

For any additional information not included on this form or any of the county appendices, visit the Erie County Prison website at: <https://eriecountypa.gov/departments/corrections/>.

Appendix 25A — Erie County Prison Telephone Policy

Telephone calls are collect unless phone time is purchased through the commissary. At booking, inmates are assigned a telephone PIN that is entered for all calls. The inmate is responsible for the security of their PIN; no refunds of purchased phone time will be given for stolen PIN numbers. Inmates are allowed to buy \$60 in phone time, twice a week, which is not counted against the \$60 commissary spending limit. (Commissary phone time can only be purchased in \$10 increments.) Five-minute free calls are only authorized in A/R holding areas upon initial booking.

Sufficient numbers of inmate phones are on both tiers in all Pods to help ensure availability when demand may be high. Additionally, because of the potential for high demand, inmates may not make two telephone calls consecutively, unless the other telephones in the housing unit are not being used. Telephones are available during dayroom free time only, and they are generally available after a satisfactory report on housing unit inspections.

Telephone times are 8–11 a.m., 12:30–4:30 p.m. and 6–10 p.m. Telephone access is restricted for inmates in segregation. Limitations and restrictions may be placed on telephone communication, including denial of telephone use, when the warden or designee deems them necessary to maintain prison safety or security. All inmate telephone calls are a privilege. Inmate telephone calls may also be curtailed or rescinded for administrative or disciplinary reasons by the hearing examiner or warden or his designee.

Inmates are prohibited from:

1. Initiating calls to another inmate.
2. Initiating calls to an employee or former employee (including contractors and paid and unpaid volunteers) of the department, unless requested in writing by the employee or former employee and approved in writing by the warden or designee.
3. Initiating calls to a judge, criminal justice official, prosecutor or court administrator without his or her prior written approval.
4. Initiating calls to a minor, unless approved in writing by a parent or legal guardian.
5. Initiating calls to a victim of the holding crime, unless requested in writing by the victim and approved by the warden or designee.
6. Initiating calls to a member of the public who requests in writing to have his or her telephone number blocked.
7. Initiating calls to all toll-free and emergency numbers (800, 888 and 911), with the exception of toll-free numbers for the PA Relay Services (711, Speech to Speech, etc.).
8. Using three-way calling, call forwarding and placing calls through a call-forwarding service using a local number.
9. Initiating calls through a multiple long-distance carrier.
10. Initiating calls to a local, county, state or federal correctional facility; a community corrections center or to an inmate housed there without the prior written approval of officials at both facilities.
11. Initiating calls to a telephone number that the facility has reason to believe is being used to violate department policy or regulations. Such calls will be blocked.

In addition, the following calls are not allowed: Calls for information only, calls to pay phones, overseas calls, third party calls and conference calls. No calling cards or credit cards may be used. No incoming calls may be received.

Calls placed to cell phones or phones of inferior quality may be automatically terminated due to static, adverse weather conditions, weak signals or activation of the call waiting feature. If this occurs, no reimbursement for the call setup fee is permitted when the number is redialed. Also, if someone at the called number picks up an extension phone or the call waiting feature is activated, the call may be automatically terminated, and the call set up fee when the number is redialed will not be reimbursed.

Inmates must refrain from using loud threatening, profane or abusive language.

Telephone calls are subject to inspection, recording, monitoring and disclosure, except those placed for a registered attorney representing the inmate.

The sharing of telephone calls is not permitted, and only one inmate is allowed per telephone. Inmates must stand while talking on the telephone. When the call ends, inmates must hang up the receiver and are not permitted to hand off to another inmate.

Staff telephones (or any other telephone not specifically designated for an inmate) may not be used by inmates. However, the warden or designee may authorize the use of a staff telephone for:

1. Serious illness, hospitalization or death of an immediate family member.

2. Contact with a court or attorney about a court-imposed, urgent legal matter when the court or attorney will not accept a collect call, and the inmate has no funds available for a prepaid call. This legal matter must have an immediate verifiable deadline that supports it cannot be handled in person or by correspondence.
3. An extraordinary or unusual circumstance.

Any inmate requesting use of a staff phone must establish that an actual emergency exists. The staff member authorizing the call must verify the emergency prior to placing the call and document the circumstances. In addition, all staff authorized telephone use will be directly monitored by the staff member providing the privilege. If the inmate does not agree to have the call monitored and controlled by staff, they will not be granted the privilege of placing a phone call from the staff phone system. Handicap-accessible telephones are available by request. Violation of telephone privileges is considered misconduct.

Fayette County Prison

John Lenkey, Warden

jlenkey@fayettepa.org

Joe Barnes, Deputy Warden of Security

jbarnes@fayettepa.org

Angela Kern, Deputy Warden of Treatment

akern@fayettepa.org

254 McClellandtown Road

Uniontown, PA 15401

Phone: 724-430-1222

Fax: 724-430-3059

Counselor Contact Information

Counseling Department: ext. 3030 or 3003

Visitation

- **Contact/Non-contact**

N/A.

- **Visitation Schedule**

Visitors must create an account and sign up online at <https://www.fayettecopa.gtlvisitme.com/app>

Visits are then scheduled on the website. Each inmate is provided one (1) free 30-minute video visit weekly.

Visits may include up to two adults or one adult and one child. Upon being approved and scheduling a visit, visitors must arrive 10 minutes prior to their visit and will then be able to utilize a visit kiosk in the lobby to connect with the inmate. The inmate will remain in their housing unit and utilize the unit's visit kiosk for the visit.

For more visitation information, visit <https://www.fayettecountypa.org/218/Visitor-Guidelines>.

- **Frequency/Number of Visits**

One weekly visit allows two visitors for 30 minutes.

- **Dress Code**

The following attire is not permitted: halter tops, half-shirts, tube tops, "short shorts," micro/miniskirts, fishnet stockings, see-through blouses and other provocative garments. All blouses, shirts, and tops must extend to or beyond the beltline.

Visitors may not wear gang-style clothing or colors. Prison staff reserves the right to deny anyone visiting privileges because of inappropriate dress or conduct.

- **Documentation Required**

Proper forms of identification are a driver's license with a current address, a photo ID card with a current address, active military identification card or passports with current addresses.

- **Visitation Exceptions for Professionals**

Attorneys and other approved professionals may visit any day from 8am to 8pm. Valid ID and credentials must be provided.

Communication

Mail

All personal mail is now being delivered digitally. Legal mail and money orders should still be sent to the prison.

The mailing address for personal mail is:

Fayette County Prison, PA
Inmate name & ID number
PO Box 247
Phoenix, MD 21131

Mail must also include the sender's full name and physical address for verification purposes. Only letters, pictures, drawings and the like may be mailed. Mail will then be uploaded and available to the inmate on their tablet.

Telephone

Telephone communication is available through provider, ViaPath, on an unlimited, daily basis from 8am to 8pm. Calls can be collect or deducted from the inmate's commissary. Calls are under the surveillance of a computerized monitoring program.

Digital Communications

Fayette County Prison is now implementing the “Inspire Tablet Program”. Available services include video visits, messaging and photo sharing. For more information regarding the Inspire Tablet Program, please call 1-866-516-0115. Money can also be deposited to the inmate for services through this program. More information can be found at www.gettingout.com

Reentry

A new reentry program was approved in January, 2020, that includes classes on avoiding criminal situations, as well as classes on life skills such as resume writing, balancing a budget and skills training.

Employment and financial management of personal resources are necessary components of life. As such, Community Corrections oversees the finances of each resident in its centers. Residents are expected to work, pay rent based on a percentage of their net income and satisfy their legal and family obligations. Inmates unable to work based on medical prohibitions contribute by involvement with community service. All residents are further required to perform community service as a condition of placement in a center.

Treatment Classification/Assessment

Treatment is individualized and aimed at meeting the needs of the inmates. Research has shown that this approach to treatment is most successful in reducing recidivism.

The inmate is assigned a custody level. The custody level determines the amount of security needed to manage the inmate. In addition, a needs assessment is completed that tells the prison staff what treatment and education the inmate needs.

The inmate may be assigned a custody level of two, three or four. Custody level two means that the inmate is suitable for minimum security; custody level three is medium security and custody level four is close security. There are special situations where the inmates may need less security or much more security than is available in these three levels.

The classification summary ensures that prison staff has a complete picture of the individual inmate. This is important for the inmate to get the most benefit from his or her time spent in prison and helps the classification counselor know what the inmate needs as far as treatment and education. When the classification summary is complete, the facility staff meets and decides which facility best meets the educational, treatment and security needs of the inmate. One factor that is considered is whether the inmate has enemies in a facility who may wish to do them harm, so that inmate can be kept safely away from them. The facts of the report of enemies must be verified. Another factor that decides placement is where space is available at that time.

Services

- Alcoholics Anonymous.
- Narcotics Anonymous.
- Bible study group.
- I.G.N.I.T.E (Inmate Growth Naturally & Intentionally Through Education)
- Parenting Class/A Child's Place
- Men in the Know
- Free on the Inside
- GED/JIAF
- Plans of Safe Care
- Additional resources geared toward reentry.

For any additional information not included on this form or any of the county appendices, visit the Fayette County Prison website at: <https://www.fayettecountypa.org/206/County-Prison>.

Forest County

Forest County does not have a county jail. All inmates are housed at:

Warren County Prison

407 Market St.
Warren, PA 16365
814-723-2486

For more information, please contact the Warren County Prison counselor, Nicole Eckman, neckman@warrencountypa.gov or refer to the [Warren County Prison entry](#).

Franklin County Jail

Heather Franzoni, Warden

hafranzoni@franklincountypa.gov

Jeffrey Scott, Deputy Warden

jscott@franklincountypa.gov

David Sunderland, Deputy Warden

dsunderland@franklincountypa.gov

Michelle Weller, Deputy Warden of Inmate Services

mweller@franklincountypa.gov

1804 Opportunity Avenue

Chambersburg, PA 17201

Phone: 717-264-9513

Fax: 717-264-6766 (records)

717-264-2082 (medical)

Counselor Contact Information

Michelle Weller, Deputy Warden of Inmate Services

mweller@franklincountypa.gov

Visitation

• Visitation Schedule

- Visiting hours are Monday through Friday from 3-9:00 p.m.
- A parent or legal guardian must accompany children under 18. A parent or legal guardian certification (FCJ Form 400.01-1) will be maintained in the inmate's file. Legal or court documentation is not required for proof. All visitors must register at the front desk. All visitors must be on the inmate's visitors list. County personnel must call ahead to schedule a child's visit with his/her parent. Additional visitation requirements are detailed online at: https://franklincountypa.gov/ckeditorfiles/files/Jail/Jail_Visitation-Personal.pdf

Frequency/Number of Visits

Each week, an inmate may receive one visit of at least an hour for those in general population or work-release or no more than 30 minutes for those in a segregation status.

• Documentation Required

All visitors 18 years and older must have a valid government-issued photo ID.

• Dress Code

- The lobby officer will ensure the visitor is appropriately dressed and that shoes are worn. The visit will be denied if the visitor is wearing improper clothes, which includes:
 - leggings,
 - cut-offs;
 - short shorts;
 - skirts or skorts above mid-thigh;
 - skirts or dresses with splits that extend above mid-thigh;
 - tube tops;
 - tank tops;
 - athletic shirts;
 - spaghetti straps;
 - midriff-baring shirts;
 - low-cut or revealing shirts or blouses;
 - see-through or transparent clothing;
 - spandex (skintight) attire such as bathing suits;
 - hooded garments or any type of head coverings (excluding religious coverings);
 - coats or other outer garments (excluding suit coats, sport coats, blazers, and cardigan sweaters);
 - materials with offensive language or images, or references to drugs or alcohol;
 - anything that appears to be gang-related and ragged or torn clothing that is considered revealing.
- Inappropriately dressed visitors may borrow an FCJ-provided sweatshirt and sweatpants, which must be returned at the end of the visit.

• Visitation Exceptions for Professionals

Professionals may visit at any time during visiting hours.

• Nuances/Tips/Other Important Information

Reasons a visit or visitor will be denied include:

- Inmate refused or is unavailable.
- Wrong day or time.
- Expired or invalid ID or no ID.

- Visitor is unable to clear metal detector or handheld, is inappropriately dressed, does not comply with staff requests (incident report required), appears intoxicated or smells of alcohol, or intentionally provides false information.
- Requested visitor is a former inmate of the FCJ not out of jail for at least six months, or requested visitor's visiting privileges are suspended or revoked.
- A positive indication with trace drug detection device.
- Children not supervised or being disruptive (incident report required).

Communication

Mail

There is no limit on the amount of correspondence an inmate can send or receive unless there is a legitimate correctional interest to do so. All mail, excluding clearly identified legal mail, will be inspected for contraband. The mail is received by a facility and will be inspected and scanned. The scanned document is delivered electronically to the inmate on their assigned tablet.

All incoming mail must be addressed as follows:

Inmate's Name and DOC number
Franklin County Jail, PA
PO Box 247
Phoenix, MD 21131

Digital Communication

N/A.

Telephone

Inmates will have access to telephones during their approved dayroom/recreation times, from 8:30 a.m.–9:00 p.m., and may make collect or debit telephone calls. Telephone privileges may be suspended or terminated at the discretion of the warden or a designee. More information about telephone access is online at:

[https://franklincountypa.gov/ckeditorfiles/files/Jail/400_03%20Telephone%20Access%204-23-2018\(1\).pdf](https://franklincountypa.gov/ckeditorfiles/files/Jail/400_03%20Telephone%20Access%204-23-2018(1).pdf)

Reentry

N/A.

Treatment Classification/Assessment

Upon arrival, inmates are classified as Minimum, Medium, Maximum or Work Release. Classification is an ongoing process. For more information: http://franklincountypa.gov/ckeditorfiles/files/Jail/400_10%20Treatment%20Services%208-25-15.pdf

Services Available

- | | |
|---|--|
| <ul style="list-style-type: none"> • Individual general and group counseling. • Referrals for mental health counseling. • Assistance with program referrals. • Court intervention for the seriously mentally ill. • Moral Reconciliation Therapy (MRT). • Drug and alcohol education. • Stress and anger management. • Victim impact awareness. | <ul style="list-style-type: none"> • Sexual offenders group • Life skills. • Job retention. • Computer skills. • Inmate work programs and jail industries. • Educational and religious programs. |
|---|--|

For any additional information not included on this form or any of the county appendices, visit the Franklin County website at: www.franklincountypa.gov/index.php?section=judicial_jail.

Fulton County

Fulton County does not have a county jail. All inmates are housed at:

Bedford County Correctional Facility

425 Imlertown Road

Bedford, PA

814-623-2955

For more information, please contact the Bedford County Correctional Facility Warden, Joseph Eichenlaub, at jeichenlaub@bedfordcountypa.org or refer to the [Bedford County Correctional Facility entry](#).

Greene County Prison

Jerad Cline, Warden

agumbarevic@greencountypa.gov

John Nilson, Deputy Warden

jnilson@greencountypa.gov

855 Rolling Meadows Road

Waynesburg, PA 15370

724-627-7780 (phone) 724-852-2536 (fax)

Bailey Frisco, Program Specialist

bfrisco@greencountypa.gov

Visitation

○ **Contact/Non-Contact**

There are no longer contact visits offered. This type of visit is a face-to-face meeting in the secured portion of the conference room where the Inmate can have physical interaction with approved visitors only. This is typically in cases of emergency or crisis. This type of visit can only be approved by the Warden.

- Video visitations are also available through Cidnet. Video visitors under the age of 18 must be accompanied by their parent or guardian and the adult must be an approved visitor.

○ **Visitation Schedule**

- See the visiting days schedule at: [Appendix 30A](#).

○ **Frequency/Number of Visits**

- Inmates are permitted (1) 30-minute contact visit per week with their child/ren. The minor must arrive with a legal guardian and/or CYS Caseworker.
- Inmates are permitted no designated number limit on approved adult persons (18 years of age or older) for video visitations.

○ **Documentation Required**

- A valid state/federal ID

○ **Dress Code**

- Dress appropriately (no short shorts or skirts; no low-cut shirts; no see-through clothing; undergarments are required)

○ **Visitation Exceptions for Professionals**

○ **Nuances/Tips/Other Important Information**

- Visitors may look for Greene County inmates [here](#).

For more full details on visitation, visit <https://www.greencounty.pa.us/Department-Prison>

Communication

Mail

Incoming mail is addressed:

Inmates Name
Greene County Prison
855 Rolling Meadows Road
Waynesburg, PA 15370

Digital Communication

Inmates have the ability to receive and write electronic mail messages via the Video Visitation Kiosks located on every Housing Unit.

Telephone

Upon completion of the initial processing, inmates are permitted to complete collect or debit calls from their assigned housing unit.

For more full details on phone calls, visit <https://www.greencounty.pa.us/Department-Prison>.

Services Available

- Prison work release programs.
- Referral to C.A.R.E. (drug and alcohol counseling) and the GED programs.
- Obtaining information regarding employment, continuing education and available community resources.

- A parole plan to address upcoming release needs such as housing, transportation, drug/alcohol treatment and other supportive services.
- Emergency clothing for those who will be released without proper attire to ward against exposure to elements.
- Having documents notarized.
- Obtaining PennDOT and public assistance forms.
- General information which could be easily obtained on the internet.
- Grant special phone privileges. *(This is conducted on a case-by-case basis and is not an inmate right.)*
- Collaborates with Human Services programs in obtaining appropriate services.
- Schedules Electronic Law Library use.

For any additional information not included on this form or any of the county appendices, visit the Greene County Prison website at: <https://www.greenecounty.pa.us/Department-Prison>.

Huntingdon County Prison

Brad Glover, Warden

bglover@huntingdoncounty.net

Daniel Welkert, Deputy Warden

dwelkert@huntingdoncounty.net

300 Church St.

Huntingdon PA 16652

Phone: 814-643-2490

Fax: 814-643-8179

Counselor Contact Information

N/A

Visitation

• Contact/Non-Contact

General visits will be non-contact visits.

• Visitation Schedule

Visitation is held from 9:30 a.m.–11:30 a.m., 1–4 p.m., 6–9 p.m.

- Monday and Friday: work release inmates.
- Tuesday and Saturday: main cell block.
- Wednesday: work release (prison work crew) — *no 1-4 p.m. visits.*
- Thursday: main cell block (prison work crew) — *no 1-4 p.m. visits.*
- Sunday: Children — 1-3 p.m. main cell block, 3-4 p.m. work release.

• Frequency/Number of Visits

Inmates are permitted two one-hour visits per week.

• Documentation Required

Visitors must show a valid state or federal photo ID or a driver's license.

• Dress Code

Visitors must be dressed appropriately: no halter tops, half-shirts or tube tops, see-through blouses, miniskirts, etc.

• Visitation Exceptions for Professionals

Visits with a minor child must be pre-approved by the warden. If approved, the visit then must adhere to the institution's visitation policy.

• Nuances/Tips/Other Important Information

- Visitors must be listed on the inmate's visitor list. Only legal documents are permitted to be taken on a visit. No food products, candy, writing instruments etc. are permitted.
- Pre-approved property drop-offs will also be accepted before a scheduled visit. If property is dropped off for an inmate, all excess property must be picked up at that time.
- Smoking is not permitted in the Huntingdon County Prison, so smoking materials are contraband and are not allowed on prison property.
- Former inmates of the Huntingdon County Prison are not permitted to visit without prior written approval from the warden or deputy warden.
- Visitors will be limited to two adult visitors and two child visitors per visit. If two adults are present, they may split the visit one half-hour each. Visitors under the age of 18 must be accompanied by an adult.
- Any visitors suspected of being under the influence of drugs or alcohol will be denied visitation. Visitors are subject to all rules and regulations governing visits. Any violation of these rules or regulations may result in termination of a visit and suspension of future visitation privileges.

Communication

Mail

Inmates are permitted to receive and send mail. All incoming mail except legal mail will be opened and inspected for contraband by an on-duty officer; legal mail will be opened by an on-duty officer in the presence of the inmate. Mail that has contraband, personal checks, cash or "instant-type pictures" (Polaroids), or that lacks a complete address or return address, will be returned to the post office. Postage due, or COD mail, will not be accepted.

All books, magazines and newspapers must be sent from the publisher. No packages will be accepted without prior written permission from the warden or deputy warden. Letters cannot be dropped off for an inmate—they must go through the mail.

All incoming mail must be addressed as follows:

Inmate's Name

Huntingdon County Prison

300 Church Street
Huntingdon, PA 16652

Inmates may receive money through the mail in the form of money orders, certified checks or government checks addressed to the inmate. Money can also be dropped off at the prison during visiting hours or visitors can use the kiosk in the lobby.

Digital communications

None.

Telephone

Inmates cannot receive phone calls, and messages cannot be left with the staff. Inmates have limited access to telephones, and all outgoing calls (including local calls) will be collect or prepaid from the inmate's commissary account. Inmates cannot call Huntingdon County offices with these phones.

To set up an account to receive phone calls from an inmate, visit <https://www.connectnetwork.com/portal>.

Reentry

N/A.

Treatment Classification/Assessment

N/A.

Services Available

- Alcoholics Anonymous.
- GED classes.
- Mainstream counseling (a counselor comes to the facility on specific days).
- Bible study.

For any additional information not included on this form or any of the county appendices, you may visit the Huntingdon County Prison website at: <https://www.huntingdoncounty.net/departments/prison>

Indiana County Jail

Leslie Loveridge, Warden

lloveridge@indianacountypa.gov

Lori Hamilton, Deputy Warden

lhilton@indianacountypa.gov

665 Hood School Road

Indiana, PA 15701

Phone: 724-471-7500

Fax: 724-471-7303 (Administration)

Fax: 724-471-7306 (Records Department)

Counselor Contact Information

Ashley Pisarcik

Phone: 724-471-7500 x240

Josh Uncapher

Phone: 724-471-7500 x241

Visitation

• Contact/Non-Contact

Contact visits are available with a court order. Children and parent visitation rooms are available. Indiana County's Procedures and Guidelines for Visitation are in [Appendix 32A](#).

• Visitation Schedule

Visiting hours are posted on every housing unit. The full schedule is available online at:

<https://www.indianacountypa.gov/departments/indiana-county-jail/>

It is best to call or check out their Facebook page (Indiana County Jail) prior to visitation due to frequent changes/cancellations.

• Frequency/Number of Visits

Each housing unit has a different visitation policy. Please see the schedule linked above for more information.

• Dress Code

The visit will be denied if visitor is not dressed appropriately, which includes wearing any of the following:

- Cut-offs, short shorts, skirts or skorts (above mid-thigh).
- Skirts or dresses with splits that extend above mid-thigh.
- Tank tops or athletic shirts (regardless of gender).
- Spaghetti straps.
- Midriff-baring shirts.
- Low-cut or revealing shirts or blouses.
- See-through or transparent clothing.
- Bathing suits or spandex clothing.
- Hooded garments or any type of head coverings.
- Coats or other outer garments, excluding suit coats, blazers and cardigan-type sweaters.
- Offensive language or images.
- Materials depicting messages or images that contain reference to drugs or alcohol.
- Anything that appears to be gang-related.
- Ragged or torn clothing that is considered revealing.

• Documentation Required

All visitors will be required to register in the lobby using complete name; time in; correct legal address; make and model of the vehicle they are driving (including license plate number) or mode of transportation used to get to the facility (e.g., bus, taxi, friend etc.) and the date. The address provided must match the address on the visitor's identification. Adults may register for children. All visitors must be present and register together. Visitors under 18 years of age must be accompanied by an adult.

• Visitation Exceptions for Professionals

Attorneys are permitted private visits with inmates and unrestricted correspondence unless the jail has reason to implement exceptions.

Communication

Mail

The prison reserves the right to inspect and screen mail for contraband.

All incoming mail must be addressed as follows:

Inmate's Name
665 Hood School Road
Indiana, PA, 15701

Telephone

Telephone inquiries for inmates should go through the assigned counselor.

Inmates are permitted to have unmonitored telephone calls upon request from their attorney.

Digital Communication

To set up video conferencing, contact the prison counselor for information technology.

Reentry

Contact the assigned inmate counselor for reentry information. Request slips are available for inmates to request work release through probation.

Treatment Classification/Assessment

Inmates are classified as:

- General Population/Minimum/Inside Workers/Work Release Inmates (HA, HB, HD, HF, HG, HH).
- Intake/Maximum Classification Inmates (HB and HC).
- Restricted Housing Inmates (HE).
- Protective Custody Inmates.
- Administrative Segregation Medical (ASM) Inmates.
- Administrative Segregation Security (ASS) Inmates.

Services Available

No services are currently being provided.

For any additional information not included on this form or any of the county appendices, visit the Indiana County website at:

<https://www.indianacountypa.gov/departments/indiana-county-jail/>.

Appendix 32A — Indiana County Visitation Procedures and Guidelines

1. A court order is required before visitation can occur. The parent's legal counsel should initiate obtaining a court order for their client. The court order must specify frequency of visits, child's name and inmate's name. Visits will not exceed every other week for one hour. The jail has requested that visits not occur around meal times: 7:30 a.m.–8:15 a.m., 11:30 a.m.–12:15 p.m. and 4:30 p.m.–5:15 p.m.
2. Once a court order has been obtained, Child Welfare will contact the jail counselors at 724-471-7500 to set up the visitation: Ashley Miller, extension 240, or Josh Uncapher, extension 241.
3. Only children under the age of 12 will be permitted to have contact visits, unless otherwise specified by the court.
4. Only children and youth services (CYS) staff can supervise the visit within the visitation room (i.e., Child Welfare, Social Security Administration, Child Welfare Services). Only children, the incarcerated parent, and CYS staff will be permitted in the visitation room. Anyone can transport a child to the jail. If there is a large number of children, two separate visits should occur.
5. Upon entering the jail, staff will inform the lobby officer that they have arrived for the scheduled visit. Staff will need to show ID and sign all parties in. No bags, purses, backpacks or diaper bags are permitted in the visitation room. These items will need to be secured in a locker in the lobby. There should not be anything in anyone's pockets; staff and children will go through the metal detector and submit to a pat-down prior to entering the visitation room.
6. If there are no-contact orders (i.e., protection from abuse order, restraining order) between any of the involved parties, please inform the jail staff when calling to set up visitation. If the person involved in the no-contact order comes to the jail during visitation time, please inform jail staff immediately.
7. The jail mandates a specific dress code. Inappropriate clothing is detailed in the Indiana County entry.
8. No diaper bags are permitted in the visitation. Please put one diaper, wipes, bottle and pacifier in a large Ziploc bag. No toys, sippy cups or medication permitted in visitation. Any medication would need to be administered before or after visitation. Children are permitted to bring homework, paper and pens or pencils. (CYS staff is permitted to bring pen and paper.) Children should not wear jewelry of any kind except for medical alert items.
9. Please be advised that once you enter the jail you are being videotaped, including within the visitation room.
10. If possible, use the restroom prior to entering the visitation room. If you need to use the restroom while in the visitation room, you must push the buzzer and request to be let out. CYS staff will need to accompany **all** children to the restroom, including those who don't have to go. No child should be left in the visitation room alone with the incarcerated parent.
11. In case of an emergency, push the buzzer and jail staff will assist you. If any type of code is called by jail staff, you may be escorted out of the building immediately or directed to remain in the room. Please follow jail staff's instructions.
12. At the end of the visit, please remember to sign out, get your belongings from the locker and exit the building with children.

Additional Information

- Inmates will be provided the opportunity for visitation with family and friends. Rules and regulations will be made available to staff, visitors and inmates.
- Visitors will be directed via signage to park in the lot designated "Visitor Parking" located to the west of and adjacent to the building.
- Children should never under any circumstances be left unattended in a visitor's vehicle. If a child is found left unattended in a visitor's vehicle, the visitor will be identified and the visit will be terminated immediately. In addition, the Pennsylvania State Police will be contacted and appropriate action will be taken.
- Animals are not permitted to be left unattended in a visitor's vehicle. If an animal is found unattended in a vehicle, the visitor shall be identified, and the visit terminated. If the visitor refuses to cooperate, Indiana County Jail staff will contact the appropriate authorities to report the situation. The support officer will be responsible for checking the parking lot during his perimeter check to see that this policy is enforced.
- All visitors will enter the facility through the lobby entrance located at the front of the building.
- Visitors are not permitted to enter the lobby until 15 minutes before the start of the day's visitation.
- A visitor must be on an inmate's Approved Visitor List to visit. It is the inmate's responsibility to complete an Approved Visitor List upon commitment.
- If a visitor has been incarcerated at the Indiana County Jail within the past six months, the visitor will request permission to visit by writing to the deputy warden of operations. The request must include the following information:
 - The first, middle and last name of the person wishing to visit.
 - The relationship of the visitor to the inmate.
 - The date of birth and social security number of the person wishing to visit.
- A parent or legal guardian must accompany children under the age of 18.
- Visitors must show a valid state or federal photo ID or driver's license before registering for a visit.

- All visitors will be required to register in the lobby using complete name; time in; correct legal address; make and model of the vehicle they are driving (including license plate number) or mode of transportation used to get to the facility (e.g., bus, taxi, friend, etc.) and the date. The address provided must match the address on the visitor's identification card. Adults may register for children. All visitors must be present and register together.
- If a visitor intentionally provides false information or false identification, the visit will be denied and the visitor will be suspended for a period of time to be determined by the warden that could include termination of visiting privileges.
- All visitors and vehicles are subject to search at any time. Refusal to submit to any search will result in the revocation of visiting privileges.
- Visitors must place their valuables in the lockers provided. Lockers are located in the lobby area of the facility. (A quarter is required for this purpose and will be returned upon retrieval of your items from the locker.)
- NO cell phones will be permitted in the building.
- A visitor will be permitted to take one clear plastic bottle containing pre-mixed formula or white milk, one diaper, five baby wipes in a clear plastic bag and one small receiving blanket. A visitor may use only a clear plastic bag to carry the above items, and the visitor must carry all items in at the beginning of the visit.
- Visitors to the facility ARE NOT permitted to possess, carry or have in their vehicles any type of weapon. This will exclude law enforcement personnel.
- Any visitor, including immediate family members of the inmate, who attempt to bring or who brings drugs onto Indiana County Jail property will be permanently banned from visiting for the duration of the inmate's incarceration, and the matter will be referred to the Pennsylvania State Police or District Attorney for prosecution.
- If a visitor appears to be under the influence of drugs or alcohol-based on the opinion of staff, they will not be permitted to visit.
- No visitor shall be permitted to leave during a visit for more items and return to the visiting room. If the visitor chooses to leave the visiting room, the visit will be considered concluded.
- The use of obscene language or other conduct of an offensive or disorderly nature will not be tolerated. If a visitor is or becomes disorderly, the visit will be terminated, and the visitor will be asked to leave the premises.
- For a visitor with a metal implant, or who is medically required to wear an item constructed with metallic items (e.g., back brace, knee support, etc.), or who is medically required to use an ambulatory assistance device (e.g., wheelchair, walker, cane, crutches, etc.) to have a visit he or she must provide a doctor's certificate verifying the medical requirement. A visitor with such requirements will be scanned with a handheld metal detector for detection of metallic objects other than those medically required. The lobby officer is responsible for making the determination if a visit will be permitted or denied in this instance.
- A visitor will be allowed to take medically required ambulatory assistance devices (e.g., wheelchair, walkers, canes, crutches, etc.), into the handicap visiting room.
- A visitor will be allowed to take medically prescribed medications that may be needed for a medical emergency (e.g., nitroglycerin, asthma inhaler, etc.) All over-the-counter medications are prohibited from being taken into the visiting room.

*If there are special circumstances for any reason, please consult with one of the jail counselors.

Jefferson County Jail

Dustin Myers, Warden

dmyers@jeffersoncountypa.com

Brandon Schott, Deputy Warden

bschott@jeffersoncountypa.com

578 Service Center Road

Brookville, PA 15825

Phone: 814-849-1933

Fax: 814-849-2144

Counselor Contact Information

Beth Pirnick, Mental Health Counselor

814-849-1933

Duane Keth, Mental Health Counselor

814-849-1933

Visitation

○ Contact/Non-Contact

N/A.

○ Visitation Schedule

All visitation is scheduled either on the on-site kiosk from 8AM to 8PM or on www.icsolutions.com. Inmates in Restrictive Housing Units are limited to visitation on Tuesdays.

Frequency/Number of Visits

There are only two allowed visits per week

○ Dress Code

Appropriate public attire. Particularly revealing clothing such as bathing suits and tube tops may result in a forfeiture of your visit.

○ Documentation Required

- A valid photo driver's license, or
- A photo identification card issued by the Pennsylvania Department of Transportation, or
- A valid passport with picture identification. All children passports are valid for five (5) years and do have a photo for identification purposes.

○ Visitation Exceptions for Professionals

- Attorneys and agencies such as PSP, JCAP, JCSD, CYS, or those acting in their stead can speak to Warden Myers or Deputy Warden Schott for exceptions.

○ Nuances/Tips/Other Important Information

- All visitation is done through the kiosk, this can be done from a remote location or on the Jail premises from 8–8 p.m.
- A kiosk located in the front lobby will accept both cash and credit cards to place money on an inmate's account. Money orders may be mailed to the jail in the inmate's name; a small charge is assessed with each deposit to cover expenses. Funds are not accepted through the window at the front desk. Cash will not be accepted through the mail.

Communication

Mail

Mail should be addressed as follows:

Inmate's Name

578 Service Center Road

Brookville, PA 15825

Telephone

Any telephone contact requests should be directed to the lieutenant shift commander at 814-849-1933 (extension 2).

Digital Communications

Video conferencing is available. Contact the lieutenant shift commander at 814-849-1933 (extension 2) for assistance.

Reentry

Work release is available with probation.

Treatment Classification/Assessment

Inmates should see the mental health officer for personal, tailored assistance. No requirements to receive the services provided.

Services Available

- GED classes.
- Religious services
- Parenting skills
- SAMS
- CenClear
- Relapse Prevention
- Passages
- Men in the Know
- AA/NA groups
- Drug and alcohol classes.

For any additional information not included on this form or any of the county appendices, visit the Jefferson County Correctional Facility website at: <http://www.jeffersoncountypa.com/jail/>.

Juniata County

The Juniata County Prison officially closed on July 25, 2012.
As a result of that closure, Juniata County prisoners are housed at:

Mifflin County Correctional Facility

103 West Market Street
Lewistown, PA 17044
717-248-1130

For more information, please refer to the [Mifflin County Correctional Facility entry](#) or visit the MCCF website at:
<http://www.co.mifflin.pa.us/dept/CF/Pages/default.aspx>.

Lackawanna County Prison

Tim Betti, Warden

betti@lackawannacounty.org

Colleen Orzel, Deputy Warden

orzeltc@lackawannacounty.org

Jason Talutto, Deputy Warden

taluttoj@lackawannacounty.org

1371 North Washington Avenue

Scranton, PA 18509

Phone: 570-963-6639

Fax: 570-963-6681

LCPrisonAdmin@lackawannacounty.org

Counselor Contact Information

Please contact the main number listed above and ask for the Counselor you need to contact.

Visitation

• Contact/Noncontact

- Both secure (noncontact/regular) visits and virtual visits are allowed.
- **Secure/Regular Weekly Visitation** is held in the inmate visitation room, with the inmate on one side of a fully enclosed partition with a large window and the visitor on the other side. If the visitor cannot attend the regularly scheduled secure visit, the inmate may request a special visit through the assistant warden of treatment. The written request must explain the circumstances of the request. The assistant warden of treatment will respond in writing within two working days. If a special visit is granted, it will be a secure visit for 30 minutes at a time other than the regularly scheduled visit for the inmate's housing block.
- **Personal/Contact Visitation** is a visit between the inmate and one to four of their family members. Adult visitors must be related to the inmate either through marriage or by birth. Adult visitors must accompany and supervise any children and must be the legal guardian of the children. Immediate family consists only of mother, father, sister, brother, spouse, children, stepchildren, stepparents, stepsiblings, in-laws and grandchildren. A maximum of three children may visit along with a parent or guardian. Fiancées and significant others of an inmate are not allowed to supervise children that are not theirs or under their legal guardianship. Contact visits are allowed by court order. A room is provided for contact visits, with a table and chairs (no toys are provided). Inmates in protective custody, administrative custody and disciplinary custody are not allowed personal visits.
- Video visitation-The link to schedule a video visit can be accessed here:
<https://lackawannacountypa.gtlvisitme.com/app>
 - The policy for video visits is outlined here:
https://cms8.revize.com/revize/lackawanna/Document_center/Department/Prison/VIDEO-VISITATION-RULES-AND-REGULATIONS.pdf.

• Visitation Schedule

The schedule for regular weekly (secure) visits is online at:

https://cms8.revize.com/revize/lackawanna/Document_center/Department/Prison/Visitation%20Schedule%20Effective%208-11-23.pdf

• Documentation Required

- All visitors age 18 and older must have a valid photo ID such as a state-issued driver's license or non-driver ID card; a passport with visa is valid for foreign nationals.
- A parent or legal guardian must accompany children under 18. A parent or legal guardian certification form must be filled out by the accompanying adult attesting they are the child's parent or legal guardian before granting a visit with the inmate. Legal or court documentation is not required as proof; the individual's signature is sufficient.

• Dress Code

Visitors may not wear inappropriate clothing, including cutoffs, short shorts, skirts or skorts above mid-thigh, tube tops, tank tops, spaghetti straps, low cut or revealing shirts or blouses, see-through or transparent clothing, spandex, hooded garments (excluding religious coverings), coats and jackets, clothing displaying offensive materials, clothing depicting references to drugs or alcohol, anything appearing gang-related, and ragged or torn clothing that is considered revealing.

• Visitation Exceptions for Professionals

Visitation by professionals is possible at most times (except lock-down) as long as the professional has credentials with him or her.

• Nuances/Tips/Other Important Information

- All visitors and vehicles on the premises are subject to search. Refusal to submit to any search will result in the indefinite revocation of visiting privileges.
- Visitors must store their personal items in a coin-operated locker or leave them in their vehicles.
- Children must be held on the visiting parent's or guardian's lap during a visit. Only one child is allowed in at any given time. Any other children must be accompanied by another adult in the visitor waiting area. If a child is left unattended or is allowed to be disruptive, the visit will be terminated or denied. Children may switch places during the inmate's visiting time, but not more frequently than every 10 minutes. Visitors with babies may bring one baby bottle, one receiving blanket and one pacifier into the visit with them. All other property must be secured in a coin-operated locker or left in the visitor's vehicle.
- Reasons a visit or visitor will be denied include: inmate refused, inmate unavailable, wrong day or time, invalid visitor ID, visitor unable to clear metal detector, visitor inappropriately dressed, visitor not compliant with staff requests, child(ren) being disruptive or not properly supervised, visitor provides false information, visitor's privileges are under suspension or revocation.

Communication

Mail

All incoming legal mail must be addressed as follows:

Inmate's Name
Lackawanna County Prison
1371 North Washington Avenue
Scranton, PA 18509

All inmate mail must be addressed as follows:

Lackawanna County Prison
Inmate name and booking number
P.O. Box 247
Phoenix, MD 21131

Phone

All phone calls from jail are made through a jail-approved prepaid phone account. Individuals trying to contact inmates should call the main phone number for the prison.

Digital Communication

Lackawanna County Prison entered into an implemented an inmate tablet program. Civilians need to register with the GL/ViaPath website before use. Contract states inmates will have access to tablets and "shall be provided up to ten (10) minutes per day of free, secure messaging via their tablets for the duration of the agreement." Minutes do not carry over and are essentially use it or lose it. Video VisitNow service "is an on-demand video visitation solution to allow inmates video communication with their friends/family when the tablet is properly docked into its secure docking station." It's \$0.25/minute and there's a corresponding App that can be downloaded to a civilian's phone to make/receive video calls.

Reentry

Reentry services are available.

Treatment Classification/Assessment

Various programs are afforded to the inmate population based on their classification.

Services Available

Services are conducted by volunteers. No court order is required for an inmate to participate in services.

Contact Mari Finlon at (570) 963-6639 ext. 4577, to coordinate services.

- Anger management.
- Domestic violence.
- Life Skills.
- High school classes to obtain diploma are available for those ages 18-21 through Scranton School District (for those with an IEP).
- Drug and alcohol.
- Alcoholics Anonymous and Narcotics Anonymous.
- Parenting for both men and women through EOTC.

For any additional information not included on this form or any of the county appendices, visit the Lackawanna County Prison website at: <https://www.lackawannacounty.org/government/departments/prison/index.php>.

Lancaster County Prison

Cheryl Steberger, Warden

stebergc@lanastercountypa.gov

Miguel Castro, Deputy Warden

mcastro@lanastercountypa.gov

Joseph Shiffer, Deputy Warden

jpsiffer@lanastercountypa.gov

625 E. King St.

Lancaster, PA 17602

Phone: 717-299-7800

Fax: 717-299-7813

prisonmail@co.lancaster.pa.us (preferred contact)

Counselor Contact Information

TBD based on inmate's last name

717-299-7800

Visitation

• Contact/Noncontact

- All inmates are permitted contact visits as a privilege, to the extent of embracing and kissing a visitor on arrival and departure and holding a child. Exceptions include, but are not limited to, inmates who pose a security or safety risk.
- Visits restricted to noncontact will be one inmate at a time in the noncontact room on a first-come, first-served basis.

- Additional information regarding visitation can be found at:

<https://www.co.lancaster.pa.us/DocumentCenter/View/8869/Visitation-Rules-Website?bidId>.

• Visitation Schedule

- Visitation is held daily in hourly slots according to housing area assignments. Visitors should arrive at the prison an hour before the scheduled visitation time so they can sign up; the sign-up period ends 30 minutes before the actual visit.
- Inmates are transferred to new housing areas constantly; it is their responsibility to notify visitors of any changes.

A complete visitation schedule is on the prison website at:

<https://www.co.lancaster.pa.us/DocumentCenter/View/11511/Visitation-Schedule>.

• Frequency/Number of Visits

Inmates are allowed one hour of visitation per week. Restrictive housing unit status and disciplinary inmates are not eligible for visitation. No more than two people, including children, may visit at a time.

• Documentation Required

- Inmates must include the visitor's name and information on their visitation list. The list may include up to eight names and can only be updated every thirty days or more.
- Visitors must have a current, valid, government-issued photo ID, except for minors under the age of 18 accompanied by a parent or guardian, who must show proof of their relationship and the child's age.
- A visiting minor must be the biological child of the inmate with a legally recognized birth certificate as proof.

Additional information about child visitation is at: <https://www.co.lancaster.pa.us/DocumentCenter/View/263>.

• Dress Code

Visitors should not wear unduly provocative or revealing clothing.

• Visitation Exceptions for Professionals

Professional visitation hours are daily from 7:00 a.m. to 9:00 p.m. All visitors must sign the prison register and produce identification and wear a prison ID tag or Lancaster County-issued ID. Professional visitors must not give any material to the inmate.

• Nuances/Tips/Other Important Information

- An inmate who cannot have contact visitation on an ongoing basis with family members because of distance, work requirements, special commitments etc., may submit a request for a special visit to the Major.
- Visitors may look for Lancaster County inmates at <http://www.co.lancaster.pa.us/756/Whos-In-Jail>
 - Additional visitation policies and guidelines are at: <https://www.co.lancaster.pa.us/892/Visitation-Information>

Communication

Mail

You may send mail via the United States Postal Service to any Lancaster County Prison inmate. The mail cannot include items such as cash, newspaper clippings, or photocopies. All mail is searched for unauthorized items prior to the inmate receiving it. You may not drop off any correspondence to inmates - it must go through the mail.

Address mail to inmates as follows:

(Inmate Name and I.D. Number)
Lancaster County Prison
625 E. King St.
Lancaster, Pennsylvania 17602

Envelopes

Incoming envelopes will be discarded in the mailroom and will not be taken to the blocks. Anyone who wants to ensure the return address gets to the inmate must write the address on the letter itself. The return address is still required on the envelope.

Greeting Cards

Greeting cards of any kind will no longer be accepted by Lancaster County Prison unless they are directly shipped from an approved vendor of Lancaster County Prison. This decision has been made due to the recent issues across the state of Pennsylvania that pertain to drugs and other contraband entering correctional facilities via the mail.

Any cards that come via the mail and are not from the approved vendor will be marked “cards not accepted” and sent back to the return address listed on the envelope.

The approved vendor is **Pigeonly.com**

Emergencies

In the event of the death or illness of an inmate family member, you may contact the Lancaster County Prison Chaplain’s Office directly at 717-295-2089. Please have the following information ready:

Name of inmate

Name of afflicted/deceased and their relationship to the inmate

Name of physician, hospital, or funeral home

In order for an inmate to attend a funeral or graveside service, a private attorney must petition the sentencing judge. Inmate transports are conducted by the Lancaster County Sheriff’s Office. Transportation fees do apply. For fee information, contact the Lancaster County Sheriff’s Office at 717-299-8200.

Work-release inmates may be authorized by the work-release administrator. For information, contact the Lancaster County Prison Work Release Office at 717-299-7808.

Additional mail policies and procedures are at: <https://www.co.lancaster.pa.us/893/Mail-Policies-and-Procedures>

Digital Communication

None.

Phone

Inmates are allowed to make collect or debit calls during regular block out hours. Family members may set up a phone account with the phone provider Securus at 1-800-844-6591. Additional information on commissary and telephone accounts is at:

<https://www.co.lancaster.pa.us/896/Inmate-Telephone-Information>.

Inmates are not allowed to receive calls except in the case of a verifiable emergency. Inmates are not allowed to make three-way calls or calls to numbers with a phone block. To remove a prison-enforced phone block, inmates must write to the person they would like to call asking the person to write to the jail administrator requesting the block be removed. Special requests to call individuals who do not accept collect calls also must be made in writing to the jail administrator.

Reentry

For information about the services, partnerships and resources provided by the Lancaster County Re-Entry Management Organization, visit https://www.reentryprograms.com/go/pa_lancaster_lancaster-county-reentry-management-organization-rmo.

Treatment Classification/Assessment

All committed individuals will be assigned to the intake unit for a maximum of 14 work days. After intake, they are classified before moving them to any housing area. Each inmate is evaluated according to personal, criminal, medical and social history. Once the initial classification procedures are completed, the inmate will be assigned to one of the prison housing areas with designated security levels. More information about the classification process is at:

<https://www.co.lancaster.pa.us/894/Commitment-Intake-and-Classification-Inf>.

Services Available

- Alcoholics Anonymous
- Narcotics Anonymous
- Recovery (females only)
- Drug and Alcohol (males)
- Drug and Alcohol (females)
- Drug and Alcohol (Work Release)

- 3-5 Mental Health Group
- Mental Health Wellness and Recovery (males)
- Inmate Trustee Program (Males)
- Inmate Trustee Program (Females)
- Vivitrol
- Sexual Assault Counseling
- ReNew Women's Health
- GED / IU13 / HiSET
- Bible Study
- Family Services
- Work Release/Community Service
- Parenting Class

For any additional information not included on this form or any of the county appendices, visit the Lancaster County Prison website at: <https://www.co.lancaster.pa.us/153/Prison>.

Lawrence County Corrections

Michael Mahlmeister, Warden
mmahlmeister@lawrencecountypa.gov
Howard Simmons, Deputy Warden
hsimmons@lawrencecountypa.gov
Loretta Spielvogel, Deputy Warden
lspielvogel@lawrencecountypa.gov

111 S. Milton St.
New Castle, PA 16101
Phone: 724-652-8042 ext 4203 (Warden), 724-654-5384 (Jail)
Fax: 724-656-1980

Counselor Contact Information

Loretta Spielvogel, Counselor
724-656-2121, ext. 4227
lspielvogel@lawrencecountypa.gov
Tera Gunn, Counselor
724-656-2121, ext. 223
tgunn@lawrencecountypa.gov

Visitation

- **Contact/Noncontact**

Visits are non-contact.

- **Visitation Schedule**

Visitation is daily in 30-minute slots, beginning after 6:30 p.m. according to housing unit:

-Visitation for Housing Unit BRAVO/RHU Inmates/IOJ Juveniles — Monday

-Housing Unit Charlie/Housing Unit Gulf — Thursday and Saturday

-Visitation for Housing Unit FOX — Tuesday and Friday

-Visitation for Housing Unit DELTA — Wednesday and Sunday

In order to set up a visit for a scheduled evening, you must call in the night before, between 7:00 p.m. and 7:00 a.m. Prior to scheduling a visit, all visitors must be on the inmate's visitation list.

- **Frequency/Number of Visits**

Routine visitation is twice a week for 30 minutes. Special visits for incarcerated parents and their children can be scheduled by specific request to the warden or by contacting a jail counselor; these special visits can be held on Saturdays or Sundays, usually for one hour. There is limit of one visit when an inmate is on Restricted Housing Unit (RHU) status.

- Two adults are allowed per visit, as well as up to two of the inmate's children. A child under the age of 18 must be accompanied by a legal guardian.

- **Documentation Required**

A valid photo ID is required.

- **Dress Code**

- Visitors must dress appropriately for visits. Visitors wearing clothing that is sexually suggestive, has writing or pictures that are obscene or offensive, or any other inappropriate attire will not be permitted to visit. Visitor must refrain from wearing revealing clothing.

- **Visitation Exceptions for Professionals**

Professionals can meet with the inmates at any time.

Communication

Mail

All incoming mail must be addressed as follows:

Lawrence County Jail
Inmate's Name
111 S. Milton St.

Telephone

To place money on an inmate's account with a credit or debit card, call 866-345-1884 or use the kiosk outside the lobby; both options charge a small fee. Money orders will also be accepted through the mail, but not personal checks. If the inmate is calling a specific person, that individual can set up a phone account at 888-949-3303. The inmate's outgoing call would be handled like a collect call, deducting money from the prepaid account.

Digital Communication

Video conferencing is used only for arraignments, not for visitation.

Reentry

Contact Program Administrator- Lisa Zarilla, ext. 4228 or email at izarilla@lawrencecountypa.gov

Treatment Classification/Assessment

Completed by counselors listed above.

Services Available

The following treatments, programs, volunteer services and resources are available:

- Parenting for dads.
- Veterans outreach programming.
- Commitment to Change.
- Narcotics Anonymous and Alcoholics Anonymous.
- Recovery support specialist.
- Adult educational services.
- Under 21 HSD.
- HIV testing and counseling.
- STD testing.
- Religious services.
- Back on Track.
- Batterer's intervention.
- Sex offender treatment programming.
- Alcohol and other drugs.
- Adoption support programming.
- Rape crisis counseling.
- Grief counseling.
- Jails to Jobs.

For any additional information not included on this form or any of the county appendices, visit the Lawrence County Corrections page at: <https://lawrencecountypa.gov/departments/corrections>.

Lebanon County Correctional Facility

Tina Litz, Warden

Tina.litz@lebanoncountypa.gov

Rebecca Davis, Deputy Warden of Treatment

Rebecca.davies@lebanoncountypa.gov

Heather Diehl, Deputy Warden

Heather.diehl@lebanoncountypa.gov

Edward Potter, Jr., Director of Training

Edward.potter@lebanoncountypa.gov

730 East Walnut Street

Lebanon, PA 17042

Phone: 717-274-5451

Fax: 717-274-1338

Counselor Contact Information

Rachel Gibson, 717-274-5451, ext 5432, rachel.gibson@lebanoncountypa.gov

Maddison Fleming, 717-274-5451, ext 5418, Maddison.fleming@lebanoncountypa.gov

Visitation

- **Contact/Noncontact**

Visitation is noncontact only.

- **Visitation Schedule**

The visiting schedule is arranged for half-hour visits, but if space and time permits, a visit may be extended.

Schedules are posted in the inmate's housing unit.

- **Frequency/Number of Visits**

One visit with no more than three visitors is permitted on the inmate's designated visiting day. The inmate must prepare a visitation list with up to ten names; inmates may add or remove people from the list through a request slip, but it may not exceed ten active names.

- **Documentation Required**

Adults must provide a photo ID with their current address. Children under the age of 18 must provide a birth certificate that identifies the inmate as their parent.

- **Dress Code**

If a visitor is inappropriately dressed in provocative or revealing clothing, the visit will be denied.

- **Nuances/Tips/Other Important Information**

- The minimum age for visitors other than an inmate's own children is 18 unless special permission is granted by the administration.
- Additional information about visitation procedures is in the Inmate Handbook linked at the end of this entry.

Communication

Mail

Mail should be addressed as follows:

Inmate's Full Name

Lebanon County Correctional Facility

730 E. Walnut Street

Lebanon, PA 17042

Upon commitment, inmates are required to sign a statement authorizing prison personnel to open non-official mail. If the statement is not signed, non-official mail will be held until discharge from the facility. Incoming mail will be delivered after it is processed, usually within 24 hours. Official, legal mail will be opened in the inmate's presence and handed to them individually.

The prison does not accept personal checks or cash via mail, only certified bank checks or money orders made payable to the inmate and specifying their personal identification number (PIN).

For more information about sending and receiving mail, see the Inmate Handbook linked at the end of this entry.

Telephone

All personal telephone calls will be made utilizing the Inmate Telephone Services in the living areas of the facility, using their telephone identification (TID) number. An inmate may list up to 10 numbers that they are allowed to call on their telephone register. All calls are collect calls and are limited to 15 minutes. Inmate telephones will be turned on at 8:00 a.m. and remain on until 9:00 p.m., with the exception of mealtimes, lockup and headcounts.

Prison personnel may not accept incoming calls for an inmate, unless an emergency situation is verified by prison staff.

Additional information on telephone call procedures is in the Inmate Handbook linked at the end of this entry.

Digital Communications

None.

Reentry

Contact: Ray Arnold (ray.arnold@lebanoncountypa.gov), director of work release. For more information on the Work Release Program, see the Inmate Handbook linked at the end of this entry.

Treatment Classification/Assessment

Upon commitment, each inmate is seen by a prison counselor. During this meeting, a treatment intake process is completed, consisting of an intake classification form and the review of each inmate's respective incarceration circumstance. Each inmate is given a recommended treatment plan for their projected incarceration period if requested, which coincides with their conditions for release. More information about the commitment admission process and classification is in the Inmate Handbook linked at the end of this entry.

Services Available

The Lebanon County Correctional Facility offers the following services, resources and treatment programs/agencies for the care and welfare of the inmate population and help with the rehabilitative process:

- Anger management counseling.
- Stress and anger treatment program.
- Chaplain and religious services.
- Counseling services.
- Drug and alcohol services.
- Alcoholics Anonymous and Narcotics Anonymous.
- Drug and alcohol therapy group.
- Education and special education programs.
- Indigent inmate services.
- Individual treatment services (one-on-one).
- Parenting services.
- Library.
- Institutional parole officer.
- Legal counseling and research.
- Medical services.
- Psychological services.
- Sexual offenders counseling.
- Satellite treatment agencies.

An Inmate Handbook further describing rules and regulations is located at:

http://www.lebcounty.org/depts/Prison_System/Documents/Inmate%20Handbook%20-%20English.pdf. (Also available in Spanish)

For any additional information not included on this form or any of the county appendices, visit the Lebanon County Corrections page at: <https://www.lebanoncountypa.gov/departments/prison-system>.

Lehigh County Jail

Kyle Russell, Warden

kylerrussell@lehighcounty.org

Robert McFadden, Deputy Warden

robertmcfadden@lehighcounty.org

Sara Jarosz, Deputy Warden

sjarosz@lehighcounty.org

38 North Fourth Street

Allentown, PA 18102

Phone: 610-782-3270

Fax: 610-782-3450

Counselor Contact Information

Doug Mette, Treatment Supervisor

610-782-3224

Michael Salter, Treatment Supervisor

610-782-3138

Sara Jarosz, Deputy Warden for Treatment

610-782-3425

Visitation

• Contact/Noncontact

Visitation is non-contact via a telephone while viewing through glass for the public. Visitation for Children in the custody of Leigh County Office of Children and Youth is contact in a visitation room and must end by 4:30 pm.

• Visitation Schedule

Monday through Friday

8:00 a.m. – 11:00 a.m.

12:40 p.m. to 4:40 p.m.

7:05 p.m. – 10:00 p.m.

Saturdays, Sundays, and Holidays

8:00 a.m. – 10:15 a.m.

12:40 p.m. – 4:40 p.m.

7:05 p.m. – 10:00 p.m.

See the visitation calendars for specific housing units at: <https://www.lehighcounty.org/Departments/Corrections/Lehigh-County-Jail/Visitation-Information>

• Frequency/Number of Visits

- Visitors are restricted to one visit per day, limited to two visitors at once, including a baby or child. (If the parenting class is completed, inmates may have one monthly, facilitated visit with their child.)
- Visits last a minimum of one half-hour for all inmates.

• Documentation Required

- All visitors 18 years and older must provide a current, valid government-issued photo ID with date of birth.
- A parent or legal guardian must accompany any person under 18 unless the minor is the child of the inmate receiving the visit. An original birth certificate that includes both parents' names must be presented at each visit; photocopies are not acceptable.
- More information about visitor ID procedures is at: <https://www.lehighcounty.org/Departments/Corrections/Lehigh-County-Jail/Visitor-ID-Procedures>

• Dress Code

- All visitors are expected to use good judgment in their dress. No provocative clothing will be allowed. If a person's dress is questionable, the shift commander shall determine the attire's acceptability. The lobby officer may ask a visitor to remove any item that appears to be setting off the metal detector.
- Acceptable and unacceptable dress is listed at: <https://www.lehighcounty.org/Departments/Corrections/Lehigh-County-Jail/Visitation-Information/Visitor-Dress-Code>

• Visitation Exceptions for Professionals

- Attorneys must schedule their visits in advance with a case manager between the hours of 8 a.m. and 4 p.m. on weekdays. Visits at other times require special approval and might experience delays depending on operational conditions. Attorneys must present a bar association card in addition to photo ID.

- To setup a visit between an inmate and their child that is in Leigh County Office of Children and Youth custody, contact the inmate's Case Manager. The Case Manager will need the child's name, date of birth, dates/time of the proposed visit and the name of the individual supervising the visit.
- **Nuances/Tips/Other Important Information**
 - Visitors should know the inmate's full name and identification number. All personal items must be secured in the provide locker before entering the metal detectors prior to the visit. A parent with a baby may take one diaper, wipe, blanket and baby bottle into the screen visit area.
 - Any inmate on disciplinary action/and or segregation may still have visits, specific to visitation with a child that is in Leigh County Office of Children and Youth custody, however that inmate would be handcuffed for the visit.
 - Visitors who leave the visiting area for any reason are considered to have ended the visit.
 - More visitation policies and procedures are available at: <https://www.lehighcounty.org/Departments/Corrections/Lehigh-County-Jail>.

Communication

Mail

All incoming privileged mail must be addressed as follows:

Inmate's Name
Inmate's ID Number
Lehigh County Jail
38 N. Fourth Street
Allentown, PA 18102

All incoming non-privileged mail must be addressed as follows:

Inmate's Name
Inmate's ID Number
Correctional Facility Name
P.O. Box 247
Pheonix, MD 21131

Non-privileged mail will be processed by a third-party vendor, who will make all correspondence, including the envelope, available to jail for printing. Because of the need to maintain institutional security and public safety, the warden or designee may read mail. Questions regarding acceptable mail should be directed to 610-782-3216. More information on mail policies and acceptable mail is also available at: <https://www.lehighcounty.org/Departments/Corrections/Lehigh-County-Jail/Inmate-Policies>.

Telephone

All inmate telephone calls are collect and are automatically shut off after 15 minutes.

Inmates have access to telephones within times designated by the warden. Inmates on administrative segregation are allowed one call per day; inmates on disciplinary segregation are not allowed routine access to telephones. Incoming calls or messages are not forwarded to inmates unless they involve an emergency.

Questions concerning telephone service, billing or blocking inmate phone calls should be directed to GTL at 1-800-483-8314, or visit their website at: www.connectnetwork.com.

Digital Communication

Video Visits are available and initiated by the inmate.

Reentry

Reentry plans are made on a case-to-case basis. A reentry group is available for those who need assistance. Inmates on medication will have assistance with reentry. Case managers are available to work with inmates on reentry.

Treatment Classification/Assessment

The inmate will meet with a case manager within three to five days of incarceration and will be assigned a security level.

Services Available

For information on programs, volunteer opportunities, religious services and spiritual counseling, contact the Deputy Warden for Treatment, Steven Miller, at 610-782-3425. The following groups and classes are offered through an outside company:

- Alcoholics Anonymous and Narcotics Anonymous groups
- Anger Management
- Computer literacy Program
- Decision Making Program
- Employment Readiness Program
- English Second Language Program (Men Only)
- GED/ESL/Diploma.
- Healthy Relationships Program
- High School Equivalency Program
- Leaving Jail Program (Women Only-5 Steps)
 - Seeking Safety
 - Re-entry
 - Employment
 - Thinking for Change
 - Parenting
- Life Skills Program
- Mental health supports (Multiple Programs)
- Parenting Program for Men

- Parenting Program for Women
- Parole Readiness Program -LCJ Case Managers
- Pathway to Recovery Medically Assisted Treatment Program
- Recovery and Progress Program (Specific Housing Unit for D&A)
- Relapse Prevention Program
- Re-entry Group Prevention
- Re-entry Support Program
- Street Medicine-links homeless people to for survival resources
- Thinking for a Change (Women Only)
- VAST Learning and Support Group (Women Only) Sex Trafficking
- Victim Awareness Program
- Women's Recovery Program
- Yoga
- Youthful Offender's Program
- Quarterly-DUI Program
- Quarterly-Cyber Gambling
- Quarterly-Banking Program
- Spiritual advisors and 12-step sponsors may visit 8–11 a.m. and 12:30–4 p.m. Monday through Friday. Visits are one hour, once a week, upon the inmate's written request.

For any additional information not included on this form or any of the appendices, visit the Lehigh County Jail website at:

<https://www.lehighcounty.org/Departments/Corrections/Lehigh-County-Jail>

Luzerne County Correctional Facility

James Wilbur, Director

jim.wilbur@luzernecounty.org

Ronald Bronsburg, Deputy Warden

ronald.bronsburg@luzernecounty.org

99 Water Street

Wilkes-Barre, PA 18702

Phone: 570-825-1590

Fax: 570-826-3074

Counselor Contact Information

Christina Oprishko, Treatment Coordinator

570-829-7741, ext. 4620

christina.oprishko@luzernecounty.org

Visitation

- **Contact/Noncontact**

Contact visits are only allowed if approved by the warden. To obtain permission, the Office of Children and Youth must submit a written request on county letterhead and include the names of the inmate and child. Contact visits will take place in the glass-enclosed interview room. Children under the age of 18 must be accompanied by a parent or a legal guardian.

- **Visitation Schedule**

Visitation schedule can be found [here](#).

- **Frequency/Number of Visits**

No information provided.

- **Documentation Required**

All visitors must have a Photo I.D. and two legal forms of I.D. (ex. Social security card and birth certificate). Parents must have a Photo I.D. and the child's birth certificate and social security card. Legal guardians must have a Photo I.D. and guardianship papers for the child, and the child's birth certificate and social security card

- **Dress Code**

No information provided.

- **Visitation Exceptions for Professionals**

None.

Communication

Mail

All incoming mail shall be addressed as follows:

Luzerne County Correctional Facility

Inmate's Name (First and Last)

Inmate Booking Number

99 Water Street

Wilkes-Barre, PA 18702

Telephone

No information provided.

Digital Communications

Video conferencing is available. Please contact the treatment coordinator to set up a video conference.

Reentry

The Luzerne County Day Reporting Center (DRC) is a county reentry program designed to divert low-risk inmates from lengthy incarceration, helping to alleviate prison overcrowding and address the underlying issues contributing to the problem. The DRC is located in Wilkes-Barre at 125 N Wilkes-Barre Blvd and is convenient to public transportation. Hours are Monday through Friday from 9 a.m. to 7 p.m. and Saturday from 8 a.m. to 12 p.m. The center tailors programming for each individual inmate. See [Appendix 40A](#) for additional information about reentry.

Treatment Classification/Assessment

Different treatment programs are offered to different classifications. Contact the treatment coordinator for specifics. Inmates are classified as follows:

- General Population.
- Maximum Security.
- Restricted Housing Unit.
- Mental Health.
- Minimal Security.
- Protective Custody (sexual offenders).

Services Available

- Parenting (only offered to women at this time).
- Cognitive behavioral therapy.
- Drug and alcohol.
- Mental health and crisis management.
- Medication management.
- Church services.
- Alcoholics Anonymous and Narcotics Anonymous, as requested and when volunteers are available.

For any additional information not included on this form or any of the county appendices, you may visit the Luzerne County website at: <https://www.luzernecounty.org/177/Correctional-Facility>.

Appendix 40A — Luzerne County Reentry Information

Each offender will progress through three levels of treatment and supervision at their own pace based on individual behavioral improvements (monitored and measured through group attendance and participation, drug and alcohol abstinence, verifiable employment and/or income, stable housing, and compliance with court orders).

The treatment model used is Moral Reconation Therapy (MRT), which is an evidence-based cognitive-behavioral approach. MRT is a clinical approach to recondition moral decision-making skills. This system is designed to positively alter how offenders think, how they make judgments and decisions about right and wrong and promote pro-social actions and behaviors focusing on changing negative relationships.

The phases are as follows:

Phase 1—Motivation: Offenders begin treatment by completing intake and orientation to the program, take all required screenings and assessments, create a behavior change plan, identify needed community resources and complete the MRT workbook up to step three. Offenders also take part in life skills group, employee readiness group and employment training and educational or vocational classes.

Phase 2—Treatment: In addition to continuing with MRT and educational, vocational and employment training, offenders attend additional treatment groups based on individually assessed needs to address and reduce their identified criminogenic risks.

Phase 3—Reentry: Clients complete MRT and all other treatment groups. Before graduation, clients will have stable housing and be employed or actively seeking employment or be a student with at least nine credit hours at an accredited institution.

Aftercare is a key component to the treatment model and addresses critical offender needs as they move into independent living. Aftercare services include pro-social family and community support, relapse prevention activities, pro-social cognitive decision making, education and employment assistance and continued drug and alcohol testing.

All three phases are completed in conjunction with intense supervision by Luzerne County Adult Probation, Luzerne County courts, and the Day Reporting Center case manager. The treatment team meets each week to discuss the individual cases to determine if rewards, sanctions or graduation to the next phase is warranted.

Lycoming County Prison

Brad A Shoemaker, Warden

bshoemaker@lyco.org

Ryan Barnes, Deputy Warden

rbarnes@lyco.org

Christopher Ebner, Deputy Warden

cebner@lyco.org

277 West Third Street

Williamsport, PA 17701

Phone: 570-326-4623

Fax: 570-321-9859

Counselor Contact Information

Christopher Ebner, Deputy Warden of Treatment

570-329-4026

Visitation

- **Contact/Noncontact**

Contact visits are permitted.

- **Visitation Schedule**

Visiting hours for family and friends vary according to the inmate's assigned cell, bunk, and block location. The full schedule is online at: <http://www.lyco.org/Portals/1/Prison/Documents/Visitation%20Schedule.pdf>.

- **Frequency/Number of Visits**

There are no restrictions.

- **Documentation Required**

All visitors must have photo identification.

- **Dress Code**

N/A.

- **Visitation Exceptions for Professionals**

- Professional visiting hours are:

9 a.m.–11:15 a.m.

12:30–2:30 p.m.

3:15–4:15 p.m.

5:30–9 p.m.

- No entry is allowed after 11 a.m. or 4 p.m.
- Whenever the Office of Children, Youth and Families contacts the facility, the facility tries to accommodate visits with caseworkers. Family members can be added to an inmate's visitation list if the inmate agrees.

- **Nuances/Tips/Other Important Information**

- Visitors must be listed on the inmate's visitation list. Visitors under 18 years of age must be accompanied by an adult, who must be on the visitation list. No more than two persons and one lap child (under three years old) may visit during a visitation period.
- Visitors must be at the front entrance 15 minutes before the visiting period begins. If visitors arrive late, they will not be allowed to visit.
- All visitors are subject to search. The following items are prohibited: cell phones, diaper bags, purses or backpacks, bags, food or drink, cameras, strollers, weapons and tobacco products. If found with contraband, visitors will be detained for police and prosecuted.
- Victims of assault or domestic violence are not permitted to visit the alleged or convicted offender. Former LCP inmates are not permitted to visit an inmate for one month following release.
- Visitors may look for Lycoming County inmates at <http://www.lyco.org/Departments/Prison/InmateSearch.aspx>.

Communication

Mail

Inmates can send mail to anyone except the victim of a crime or where there is an active protection from abuse order. All mail received at the facility is searched by security staff.

All incoming mail shall be addressed as follows:

Inmate's Name

Inmate Number (can be found using inmate search)

PO Box 247
Phoenix, MD 21131

Legal mail can be sent directly to the facility at:

Lycoming County Prison
277 West Third Street
Williamsport, PA 17701

Telephone

The phones are collect-only, and the charges are billed to the person accepting the call. To set up an account to receive phone calls from an inmate, contact DSI/ITI at 1-800-483-8314 or visit <http://connectnetwork.com>.

Digital Communication

Video conferencing is available for inmates with children involved with children and youth services. County Visitation Services coordinates the visits with the prison facility. Children come to the agency for the video conferencing visit with their incarcerated parent.

Reentry

Lycoming County Prison offers many programs to assist inmates on their return to the community. Alcoholics Anonymous and Narcotics Anonymous are active for the men and women at the prison and Pre-Release Center. Education programs are also provided with a focus on GED preparation, and the GED test is offered monthly for those deemed ready by the prison's contracted GED teachers. WorkKeys skill certification assessments are offered at the Pre-Release Center. The Center offers pre-treatment drug and alcohol groups.

Treatment Classification/Assessment

The majority of commitments to the county prison are classified. Once classified, the inmates are housed in a cell block. Inmates are eligible for programs after classification and when they sign up. All inmates classified as minimum and medium security are eligible for the treatment programs; those in disciplinary lockup are not eligible. There are no other program restrictions based on the type of offense. Sentenced inmates may be transferred to the Pre-Release Center as soon as a day within commitment, depending on available bed space.

Services Available

- Alcoholics Anonymous and Narcotics Anonymous.
- Worship services are held every Sunday afternoon, and different Bible studies or groups are held throughout the week, including Yokefellows and groups led by prison chaplains.
- Education programs focus on GED preparation.

For any additional information not included on this form or any of the county appendices, you may visit the Lycoming County Prison website at: <http://www.lyco.org/Departments/Prison.aspx>.

McKean County Prison

Daniel Woods, Warden (Sheriff)

djwoods@mckeancountypa.gov

David Stahlman, Deputy Warden

dlstahlman@mckeancountypa.gov

Mark Willcox, Deputy Warden

mawillcox@mckeancountypa.gov

17013 Rt. 6

Smethport, PA 16749

Phone: 814-887-2333

Fax: 814-887-3369

Counselor Contact Information

Chad Alexis

814-887-4213

cbalexis@mckeancountypa.gov

Visitation

- **Contact/Noncontact**

All visitations take place in a visitation room.

- **Video Visitation**

Video visitation can be scheduled at www.icsolutions.com

- **Visitation Schedule**

- Visiting hours for family members and friends are Tuesdays and Saturdays from 1-4 p.m. and 5:30-8 p.m.
- Visiting family or friends must come to the prison and sign the visitation book to be placed on the visitation list for the day.

- **Frequency/Number of Visits**

Inmates in the general population may have two 30-minute visits per week, totaling one hour per week of visitation time.

- **Documentation Required**

Proper identification is required for all visitors. A photo ID is required, preferably a driver's license.

- **Dress Code**

The McKean County Prison staff will turn away anyone who is not dressed appropriately for a visit. Wear clothes that are not revealing. Don't wear see-through material. Have all undergarments covered and avoid a lot of cleavage. Shorts and skirts should be mid-thigh. Sleeves should be at least halfway to the elbow. The following types of clothing are also prohibited: clothing promoting gang affiliation, anything displaying drugs, weapons, or profanity and clothing depicting anything obscene.

- **Visitation Exceptions for Professionals**

Any official worker, such as a Child Youth Services worker, attorney, etc. must call to schedule a date and time to visit with the inmate. No set days are scheduled for an official worker to visit the McKean County Prison.

- **Nuances/Tips/Other Important Information**

- McKean County Prison requires all visitors to fill out an application prior to visiting an inmate. Carefully fill out the application; incomplete paperwork is cause for denial. A background check will be completed on visitors.
- The number of visitors an inmate may have at once may be limited due to space, but the maximum amount of visitors an inmate may have at once is three.
- All underage individuals must be accompanied by a parent or legal guardian, a county children and youth worker or an adult who is approved by the parent or legal guardian.
- The only items that will be accepted from family members or friends are white underclothing (new and in the original packaging) and a wedding ring. Staff no longer accepts money for the inmate's commissary account as there are two kiosks in the facility for deposits, or family members may go online to deposit money.

Communication

Mail

Inmates may buy as many envelopes as they want through the commissary, with no limit to the number of correspondences the inmates can send.

All incoming mail shall be addressed as follows:

Inmate's Name

17013 Rt. 6,

Smethport, PA 16749

Telephone

Inmates in general population at the McKean County Prison can make an unlimited number of calls.

Digital Communication

No digital communication is available.

Reentry

- Inmates at the McKean County Prison can participate in community service projects.
- Nonviolent inmates can participate in the work release program.

Treatment Classification/Assessment

A mental health counselor provides treatment.

Services Available

- The Guidance Center.
- Alcohol and drug abuse services.
- The Family Center.
- Physicians and dentists.
- Immigrations and naturalization services.
- Alcoholics Anonymous and Narcotics Anonymous.
- Area clergy, prison ministry and religious services.
- Life skills.
- Anger management.
- Sex offender treatment groups.
- Parenting Center.
- Good Time.
- G.E.D. and Adult Basic Education (ABE) programs.
- Sex offender treatment groups.

For any additional information not included on this form or any of the county appendices, the McKean County Prison website at:

https://www.mckeancountypa.gov/departments/sheriffs_office/index.php

Mercer County

Mac McDuffie, Warden

mmcduffie@mercercountypa.gov

Joseph Reichard, Deputy Warden

jreichard@mercercountypa.gov

James Scott, Deputy Warden

jscott@mercercountypa.gov

55 Thompson Road

Mercer, PA 16137

Phone: 724-662-2700

Fax: 724-662-1047

Visitation Schedule: <https://www.mercercountypa.gov/jail/Visitation.htm>

Website: <https://www.mercercountypa.gov/jail/>

Mifflin County Correctional Facility

Jason Kormanic, Warden

jkormanic@mifflincountypa.gov

Eric Gates, Deputy Warden

egates@mifflincountypa.gov

103 West Market St.

Lewistown PA 17044

Phone: 717-248-1130

Fax: 717-242-5459

Counselor Contact Information

Christina Pauly

cpauly@mifflincountypa.gov

Visitation

• Contact/Noncontact

All visits will be noncontact unless previously arranged through and approved by the warden.

• Visitation Schedule

- Visitation must be arranged through the warden. Visiting days and times are Tuesday to Friday from 9:00 a.m. to 5:00 p.m. or Saturday 8:15 a.m. to 4:00 p.m.
- Visits for inmates classified as RHU status will only be conducted on Fridays.

• Frequency/Number of visits

- Inmates may receive one one-hour visit per week, one hour per day unless they are under misconduct sanction restrictions.
- Exceptions for visiting time allowance may be granted and extended by the warden for those with excessive travel or for other considerations; any exceptions must be approved prior to the actual visit.
- Two visitors are permitted to share a visit by each staying for 30 minutes. Both visitors must arrive at the same time to share a visit; however, only one person at a time may be in the booth unless the second visitor is a juvenile.

• Dress Code

All visitors must be appropriately dressed in clothing that is not overly revealing or in poor taste for a family setting. Short shorts, miniskirts, spaghetti straps and tank tops are not allowed.

○ Documentation Required

All visitors age 17 and older must show photo ID to verify that they are on the inmate's approved visiting list before they are permitted to sign in and visit an inmate.

• Visitation Exceptions for Professionals

When a caseworker brings a child to the jail to visit an inmate, the policy is as follows:

- Visit must be previously arranged.
- Caseworker will need professional ID. Caseworker does not need to be on the inmate's visitation list.

• Nuances/Tips/Other Important Information

- Inmates will be given an Inmate Visitor Selection Form during initial booking that must be submitted prior to receiving visits. A total of eight visitors may be listed. Inmates may change their visit lists on the first and third Tuesday of the month. An inmate may include their children on their visiting list.
- Children age 16 or under must be properly supervised and accompanied by a parent or guardian who is 21 or older. No more than one child may be in the visiting booth at a time; if there is more than one child visiting, another adult must be present to supervise the other child(ren) in the lobby.
 - Read the family handbook online for additional visitation policies and procedures:
<https://www.mifflincountypa.gov/getmedia/23d6518c-1336-497c-a193-9db9c59364a7/Family-Handbook-edited-1-02-2024.pdf>
 -

Communication

Mail

All incoming mail must be addressed as follows:

Inmate's Full Name (include Jr., Sr., II, III etc.)
Mifflin County Correctional Facility
103 West Market St.
Lewistown, Pa 17044

All letters must be sent and received by U. S. mail. Publications (paperback/hardback books or newspapers) are not accepted. Inmates are not permitted to have pornographic materials at any time. Material printed off the internet will not be accepted and may be returned to the sender. Polaroid photos will not be accepted. Photos will not be accepted or permitted if the

photo is too revealing; the subject must be attired in clothing acceptable for a public beach. Musical cards and cards with glitter are not permitted and will be returned to the sender. Colored drawings or paintings will not be accepted in the mail and will be returned to the sender.

Telephone

Inmates will receive a telephone authorization list to complete during initial booking. Inmates are limited to ten phone numbers on their authorized list, excluding attorney numbers.

Calls can be made between 7 a.m. and 9:20 p.m., unless rules and regulations stipulate otherwise. Combined Public Communication (CPC) provides telephone service for the inmate population and will shut off inmate telephones at 9:20 pm. Persons receiving calls from inmates should call CPC at 1-877-998-5678 to arrange for direct billing.

No incoming calls or messages are accepted for inmates. Exceptions may be made for emergencies or special circumstances.

Digital Communication

None.

Reentry

None.

Treatment Classification/Assessment

None.

Services Available

- Parenting.
- GED classes.
- Religious practices and services.
- Drug and alcohol treatment.
- Drug and alcohol education.
- Mental health counseling.

For any additional information not included on this form or any of the county appendices, visit the Mifflin County Correctional Facility website at: <https://www.mifflincountypa.gov/correctional-facility>.

Monroe County Correctional Facility

Phillip Diliberto, Acting Warden

pdiliberto@monroecountypa.gov

Joseph McCoy, Deputy Warden of Security

jmccoy@monroecountypa.gov

Lea Baylor, Director of Treatment

LBaylor@monroecountypa.gov

Stephane Viera, Prison Rape Elimination Act (PREA) Coordinator

SViera@monroecountypa.gov

4250 Manor Drive

Stroudsburg, PA 18360

Phone: 570-992-3232

Main Fax: 570-402-2921

Intake Fax: 570-992-6258

Counselor Contact Information

570-402-2921

Karl Abel, ext. 3619

kabel@co.monroe.pa.us

Patty Manfre, ext. 3650

pmanfre@co.monroe.pa.us

Visitation

• Contact/Non-Contact

No information was provided.

• Visitation Schedule

- Visiting hours vary according to inmate classification and housing. View the full schedule online at:

<https://www.monroecountypa.gov/departments/correctional-facility/resources/visitation>

• Frequency/Number of Visits

- Visitors may only visit two inmates in one day. (Exceptions can be made for more than two inmates of the same immediate family.)
- Visitation is limited to 30 minutes. Two visitors are allowed to split the visit (15 minutes each). No more than two visitors are permitted. Visitors are not permitted to switch chairs or phones to speak to another inmate. Should you or your guest do this, your visit may be terminated.

• Documentation Required

Photo ID such as a driver's license is required. Birth certificates are required for anyone under 18 — no exceptions.

• Dress Code

No provocative clothing is permitted. All clothing must be appropriate or the visitor will be turned away.

• Visitation Exceptions for Professionals

Official visitors must secure all weapons with the receptionist.

• Nuances/Tips/Other Important Information

- All visitors must sign the register when entering the main lobby.
- Jackets, coats and other outerwear must be placed on the coat rack or stored in lockers; locker tokens are available at the reception counter to store personal items in lockers. The lobby officer may request you secure other property before a visit. All packages and valuables are subject to search.
- No weapons of any kind are permitted in the facility. All visitors entering the facility past the main lobby must pass through the metal detector and are subject to a clothing search. All visitors are to be stamped on the left hand before entering the facility past the main lobby.
- No food, beverages or cell phones are allowed in the lobby area. No smoking is allowed anywhere on facility grounds.
- Cash may be deposited into an inmate's account during business hours, Monday through Friday, 8:30 a.m. to 3:30 p.m. On visitation days, only money orders are accepted. Cash may also be deposited via JPAY at www.jpays.com or 1-800-574-5729.
- Loitering, standing, waving, etc. at or near visitation doors will not be tolerated. This will be cause for termination of the visit and possible removal from the lobby.
- Children under the age of 18 must be accompanied by parent or legal guardian and have their birth certificates with them. Children must be kept within arm's length to the parent or legal guardian. They must remain seated in the lobby and or

visitation rooms at all times. If a child is not close to a parent or legal guardian, left unattended and able to run free or their behavior becomes disruptive, the visit may be terminated.

- Clothing exchanges shall only be completed during visitation and must be requested by the inmate by 2 p.m. the day before the scheduled visitation. All clothing exchanges must be done on a one-for-one basis.

For additional visitation policies and procedures, visit <https://www.monroecountypa.gov/departments/correctional-facility/resources/visitation>.

Communication

Mail

Legal Mail is still accepted at the facility. Addressed as follows:

Inmate's Name/ID number
Monroe County Correctional Facility
4250 Manor Drive
Stroudsburg, PA 18360

Personal Mail for inmates must be addressed as follows:

Inmate's Name/ID number
P.O. Box 21368
Tampa, Florida 33622

(Return name and address must be placed on the envelope)

Telephone

Telephone calls or messages will not be accepted for inmates. Inmates may make phone calls but must have money on their books or must make billing arrangements with ITI by calling 1-800-844-6591.

Phone calls are limited to 20 minutes. A 20-minute collect call placed within the Stroudsburg area costs approximately \$3.55; the cost will be higher the farther the distance from the facility and for calls placed outside the 570 area code.

All inmates have been urged to advise their relatives and friends of the costs.

Digital Communication

Video visits are available via Securus by calling 1-800-844-6591 to obtain information.

Reentry Policies

MCCF does not have a reentry policy; however, the facility works with the Monroe County Reentry Program to identify services and programs needed after release. For more information about the program, visit <https://pajlwop.ysrp.org/resources/re-entry-program-of-monroe-county-inc> or contact Sharlene Gilbert, program director, at 570-421-3280, ext. 49.

Treatment Classification/Assessment

The intake period is 30 days, during which no services are offered. Once prisoners are in units they may apply for services, but it could take as long as three months before the services begin. Classification and assessment is done by Karl Abel, treatment counselor.

Services Available

- Parenting classes.
- GED classes.
- Family classes.
- Anger management classes.
- Drug and alcohol classes.
- Religion classes.

For any additional information not included on this form or any of the county appendices, visit the Monroe County Correctional Facility website at: <https://www.monroecountypa.gov/departments/correctional-facility>

Montgomery County Correctional Facility

Sean P. McGee, Warden

sean.mcgee@montgomerycountypa.gov

Thomas Berger, Assistant Warden-Security Options

thomas.berger@montgomerycountypa.gov

Marcy D'Orazio, Assistant Warden- Programs Administration

marcy.dorazio@montgomerycountypa.gov

Sean Smith, Assistant Warden-Community Corrections

sean.smith@montgomerycountypa.gov

Phone: 610-635-7100 ext. 7113

60 Eagleville Road

Eagleville, PA 19403-1400

Phone: 610-635-7100 (Option 2)

Fax: 610-631-5694

Counselor Contact Information

Gary Chesney, Director of Inmate Services

Phone: 610-635-7100, ext. 7239

gary.chesney@montgomerycountypa.gov

Visitation

• Contact/Noncontact

No information was provided.

• Visitation Schedule

- Inmate visiting is scheduled by section. For a full list of visiting hours, visit:
<http://www.montcopa.org/DocumentCenter/View/3636>
- Prehearing and disciplinary segregation inmates do not receive visits.

• Frequency/Number of Visits

No information was provided.

• Documentation Required

All visitors placed on an inmate's visitors list must preregister on Mondays and Fridays only between 7:30 a.m. and 7:30 p.m. During registration, a photo is taken, identification is produced, and the visitor is placed on the list. There will be a one-time charge of \$5.00 for this badge; any visitor who claims they have lost their visiting ID card will be charged an additional \$5.00 fee. It is the visitor's responsibility to produce this badge each time they visit.

• Dress Code

Flip Flops and open-toed shoes are prohibited. Visitors are expected to dress appropriately and avoid clothing styles that are revealing or provocative. Women should wear bras; however, we advise against underwire bras because underwire may prevent the visitor from successfully passing through the metal detector, which would cause the visit to be denied. Visitors shall not wear a bathing suit, an extremely short/dress, shorts, halter-top, or clothing made of see-through material. Face veils or other articles of clothing that obstruct the view of an individual's face required by a female visitor's religious beliefs are permitted to be worn inside DOC facilities.

• Visitation Exceptions for Professionals

Attorney/Probation/Official Visiting Hours:

Monday through Sunday: 8–10 a.m., 12:30–4:45 p.m., 6:30–8:30 p.m.

• Nuances/Tips/Other Important Information

The Prison Board of Inspectors meets every second Thursday of the month. There will be no morning visiting sessions due to inspection.

Communication

Mail=

Mail must be addressed as follows:

Facility Name

Inmate Name, Inmate Booking Number

P.O. Box 247

Phoenix, MD 21131

The return address must be on the envelope or correspondence will not be accepted by the MCCF. The return address on all incoming legal mail must clearly identify the mail as from an elected or appointed federal, state, local official or lawyer. This mail will

only be opened in the presence of the inmate with either a correctional officer or supervisor present. Any mail not properly marked will be opened.

An inmate is permitted to have two books and two magazines and two newspapers in their cell at one time. This includes subscriptions. Legal books are not included. Bulk mail is not accepted.

All books and magazines must be sent / shipped directly from any of the facility's approved vendors. Items coming from third-party sellers and not clearly identified will be returned to the sender. Our approved vendors are the following:

- Barnes & Noble
- Amazon
- Books-A-Million

If an inmate has reached their book limit on their account, in order for them to be approved for new items he/she must first have their account cleared. Items may be donated, sent home or disposed of through the Library.

Any packages that have not been approved, are inappropriate, or exceed limits will be returned to sender.

For more information about inmate mail privileges, visit <http://www.montcopa.org/DocumentCenter/View/872>. For more information about acceptable mail, also visit the MCCF Library Services page at <http://www.montcopa.org/index.aspx?NID=520>.

Telephone:

County uses Connectnetwork (ViaPath), which requires creating an account.

Visit connectnetwork.com

Or Contact one of the following:

Customer Service: **(877) 650-4249** AdvancePay Automated Payment System: **(800) 483-8314** Trust Fund Automated Payment System: **(888) 988-4768** PIN Debit Automated Payment System: **(855) 706-2445**

For more information, visit <http://www.montcopa.org/FAQ.aspx?TID=27>

Digital Communications:

No information was provided.

Reentry

Work release and community work is minimum security incarceration that provides the opportunity to maintain employment and a means of paying fines and costs during incarceration. Only sentenced inmates are eligible for work release, work release transition program or the community work program. Recommendations for the program must come from the sentencing judge, preferably at sentencing. The job, work hours, transportation arrangements, location and wages must be approved by MCCF. All wages earned must be in a payroll check and directly turned over to MCCF for approved disbursements. Other forms of wage payment must be approved by the work release assistant warden. Room and board cost is the responsibility of the inmate.

- Montgomery County Reentry Initiative (MCRI): <https://www.montcoreentry.org/>
- Family Services: <https://fsmontco.org/what-we-do/reentry-services>

Treatment Classification/Assessment

Immediately on arrival, each inmate will undergo a preliminary health assessment. If medical attention is needed, the inmate will be immediately referred for treatment. Inmate health complaints (written and oral) are received daily by the nursing staff. If the medical professionals determine the inmate's condition requires specialized treatment or medical resources beyond those available within the facility's health care system, they will refer the inmate to outside medical services. The Correctional Facility operates a Medical Department on site 24/7. Certain members of the professional health care staff, including the health services administrator, the physician, and psychiatrist, all have 24-hour on-call responsibility for any emergency that may arise. Also, 24-hour staff nursing coverage is provided.

Joseph Lynch, Health Service Administrator ext. 7150 Joseph.Lynch@montgomerycountypa.gov

Mental Health Hotline 610-635-7100 option 3 then 1.

Services Available

- Work release program.
- Furloughs.
- 24/7 Medical services.
- Religious services.
- Library services.
- Law Library services are provided to inmates upon request.
- Mental health and behavioral health services: Through a partnership with Prime Care and the Montgomery County Behavioral Health/Developmental Disabilities Department, a team works with incarcerated mental health clients. Multiple county and community agencies are also involved, including Central Montgomery County Health/Mental Retardation Center, Creative Health Services, Montgomery

County Emergency Services, Northwestern Human Services
and Penn Foundation, Inc.

For more information regarding available services, visit <http://www.montcopa.org/index.aspx?NID=500>.

**For any additional information not included on this form or any of the county appendices, visit the Montgomery County
Correctional Facility website at: <http://www.montcopa.org/index.aspx?nid=496>.**

Montour County Prison

Sam Kranzel, Warden

skranzel@montourcounty.gov

Todd Leffler, Deputy Warden

tleffler@montourcounty.gov

255 Church Street

Danville, PA 17821

Phone: 570-271-3039

Fax: 570-849-8010

Counselor Contact Information

Please contact Jeffrey James, Records Officer at 570-271-3038, jjames@montourcounty.gov regarding visitation.

Visitation

• Contact/Noncontact

A large room is available for non-contact visitation through glass with telephone systems. This room can accommodate 6 inmates and is located upstairs. A smaller room is also available for non-contact visitation through glass with telephone systems. This room can accommodate two inmates and is handicap accessible and located downstairs.

• Digital Communication

Video visitation and text messaging are available for inmates.

• Visitation Schedule

Inmates are allowed a one-hour visit once a week, according to their assigned day. Visitation occurs on Saturdays from 10:00am-11:00am and 2:00pm-3:00pm; Sundays from 2:00pm-3:00pm.

• Frequency/Number of Visits

Visits may occur once a week for one hour.

• Documentation Required

Inmates must provide each visitor's full name to the jail before any visit, as well as their current address (street, city, state), phone number, age and relationship to the inmate. Every visitor must provide proof of identification. Visitors will be added to a log for each inmate. Any visitor who arrives late or who is not an approved visitor will not be allowed to visit.

• Dress Code

Dress must be appropriate — nothing provocative or revealing. Hats and coats are not allowed in the visitation room. Lockers are available for visitors to store personal items such as: hats, coats, purses, backpacks, etc.

• Visitation Exceptions for Professionals

Children and youth services agencies can call the facility to schedule a time and day during the work week for a visit.

• Nuances/Tips/Other Important Information

- All visitors must be 18 or older. Children and stepchildren of inmates may visit with an accompanying preauthorized adult.
- Montour County Prison has a strict zero-tolerance policy for drugs, alcohol, weapons and other contraband. All visitors are subject to search when entering the prison.

Communication

Mail

All incoming mail must be addressed as follows:

Inmate's Full Name
Montour County Prison
255 Church Street
Danville, PA 17821

All inmate mail must be sent using the U.S. Postal Service; no other form of delivery may be used, such as FedEx. Clearly write or type the inmate's name, inmate number and the address of the Montour County Prison on the envelope.

Do not send a box or package, padded envelope, plastic bag or an envelope with metal in it. All mail is opened, read and inspected by the jail officers and will be returned to the sender if it cannot be delivered.

Telephone

All inmate phone calls must be paid by money on their account or by collect calls. Inmates are allowed to make phone calls but are restricted in how often they can use the phone. Jail phones must be shared, which may further restrict inmates from calling.

Violations of prison rules may result in phone privileges being reduced or forbidden. Text messaging is also available for inmates.

Reentry

The work-release program is for inmates who show good behavior and can be trusted. If work release is allowed, an inmate will be released each day to work outside the prison and is expected to return directly after their work shift ends. While on work release, inmates are prohibited from using alcohol or illicit drugs. If alcohol or illicit drug use occurs, the inmate may not continue in the work-release program.

Inmates near the end of their prison sentence may be released into a halfway house; if this is the case, the inmate will report to the halfway house after their work shift instead of to the prison.

Most inmates are given jobs during their incarceration, such as working in the kitchen, doing laundry or some sort of manufacturing job. Other inmates go to school or mandated treatment programs.

Treatment Classification/Assessment

The Montour County Prison offers programs for personal growth and development and positive reintroduction into society. Basic physical, medical and mental health needs are also provided.

Services Available

- Alcoholics Anonymous
- Narcotics Anonymous
- Work release program
- Anger management
- Financial Wellness Program

For any additional information not included on this form or any of the county appendices, visit the Montour County Correctional Facility website at: <https://montourcounty.gov/departments/prison>.

Northampton County Department of Corrections

Michael Pittaro, Director of Corrections

mpittaro@norcopa.gov

David Penchishen, Warden

dpenchishen@norcopa.gov

Mark Bartholomew, Deputy Warden - Inmate Services

mbartholomew@norcopa.gov (610) 829-7405

Michael Diacogiannis, Deputy Warden – Safety and Security

mdiacogiannia@norcopa.gov

Janel Guidi, Deputy Warden –Operations

jguidi@norcopa.gov

Christopher Williamson Reentry Case Manager

CWilliamson@norcopa.gov

666 Walnut Street

Easton, PA 18042

(610) 829-7400

Fax: (610) 923-4431

Visitation

- **Contact/Noncontact**

Contact visits are permitted. In-person visitation was resumed as of May 11, 2023

- **Visitation Schedule**

- Visitation is based on the inmate's housing unit, according to the schedule at:
https://www.norcopa.gov/corecode/uploads/document6/uploaded_pdfs/corecode/Visitor%20Informational%20Brochure_573.pdf
- All visits are 45 minutes long. Sign-up for the main prison and tower areas starts at 6:30 a.m. up to 15 minutes before the visit start time. Work release sign-up is 30 minutes before the visit start time.
- Inmates who wish to visit with their children who are in the custody of Northampton County Children Youth and Families (NCCYF) are permitted to visit outside of the public visitation schedule. NCCYF can contact the inmates identified corrections officer to make arrangements for alternative visitation times.
- If you are late for your visit, it will be canceled.

- **Frequency/Number of Visits**

Only one visit is allowed per visiting session.

- **Documentation Required**

Adults must have valid photo identification with a current address.

- **Dress Code**

- Acceptable dress includes jeans and slacks. Skirts, dresses or shorts must be no more than two inches above the knee, worn at the waist. Tops, shirts, and sleeveless blouses must completely cover the torso and not expose underclothes. Shirts and blouses must cover from neck to arm and either hang lower than slacks and skirts or be tucked in. No excessively tight clothing is allowed.
- Unacceptable dress includes gym shorts; boxers; short shorts; swim gear; yoga pants; skinny jeans; ripped or torn clothing revealing holes; clothing referencing alcohol, drugs, sex, violence or vulgar or obscene language; halter tops; midriiffs; half-shirts; tank tops; pajamas; lingerie; see-through clothing of any kind; splits in clothing; wrap or button-down skirts; dresses; zippers that go top to bottom and front to back; hooded apparel; hats or non-religious headgear; bare feet or any heels three inches or higher.

- **Visitation Exceptions for Professionals**

No information was provided.

- **Nuances/Tips/Other Important Information**

- Each inmate may have a maximum of one adult age 18 or older and two children per visit. Children may not run free; it is the responsibility of the parent or guardian to supervise their children.
- All visitors must sign in at the building where the inmate they are visiting is housed (Main Prison, Tower Lobby Area, Work Release, or West Easton).
- Visitation for work release and West Easton inmates are only for those who do not have outside clearance.
- Any visitation for STS or CEC residents on a Northampton County-scheduled holiday will be the same as the weekend visitation schedule.

Communication

Mail

Incoming mail should be addressed as follows:

Inmate's Name
Permanent ID#
Northampton County Jail
666 Walnut Street
Easton, PA 18042

All incoming and outgoing mail is subject to search and or examination by jail officials for any content that is contrary to legitimate penological interests. Mail will not be accepted with an illegible return address, an incomplete return address or no return address. All these items will be returned to the post office.

Any money orders or government checks accepted through the mail will be credited to the inmates account. Cash, personal checks, postage stamps, prepaid phone cards and debit or credit cards through the mail will not be accepted. COD or "Postage Due" will not be accepted.

New Legal Mail Policy effective-11/25/24 [NEW LEGAL MAIL POLICY NCP_1224.pdf](#)

Telephone

Friends and family members, of an inmate, can set up an AdvancePay Telephone Account for the inmate to place telephone calls. The AdvancePay Telephone Account is associated to one telephone number that is associated to one specific friend or family member.

The friend or family member can set up an account the following ways:

Online

- www.connectnetwork.com
- Create an account.
- Click on "MyPhoneAccount" to set up an AdvancePay Telephone Account
- Available 24 hours a day, 7 days a week
- Deposits are available within 24 to 48 hours
- Accepts MasterCard, Visa, or Discover credit or debit cards

Kiosk

- Located in the lobby of the Jail, 139 South Union Street, Easton, Pa.
- Deposit funds to a specific telephone number through AdvancePay Telephone Account.
- Accepts cash (\$5, \$10, \$20, \$50, \$100)
- Accepts MasterCard, Visa, Discover credit or debit cards.
- Deposits are available within 24 to 48 hours
- Keep your receipt in case you experience problems with your deposit.

Telephone

- Call 800-483-8314
- Available 24 hours a day, 7 days a week
- Deposits are available within 24 to 48 hours
- Deposit funds to a specific telephone number through AdvancePayTelephone Account.
- Accepts MasterCard, Visa, or Discover credit or debit cards.
- For some telephone deposits, the caller will need the FacilitySiteID (20), inmate first and last name, and date of birth.

Digital Communications

Video visits are available via Skype on a pay to use laptop.

Reentry

Rehabilitation programming (drug, alcohol and other forms of community reintegration counseling is offered through the classification division and case managers. If an inmate is interested in participating in some type of counseling services, they need to send a request slip to the Classification Division. Christopher Williamson is the jail's re-entry case manager and can be contacted at CWilliamson@norcopa.gov.

Treatment Classification/Assessment

As a general rule, inmates are reclassified every 45 days, with those staying for a lengthy period being reclassified every 90 days. The normal time for medical clearance is three working days. After all required items are completed, a member of the Classification Division will interview the inmate and assign the custody level (minimum, medium and maximum), housing assignment, and placement in the general population or other housing units.

Services Available

For a full list of available services, including religious services, educational programming, life skills, Alcoholic Anonymous, Narcotics Anonymous, parenting classes and nutrition classes, please refer to the Director of Corrections.

For any additional information not included on this form or any of the county appendices, visit the Northampton County Department of Corrections website at: <https://norcopa.gov/corrections>

Northumberland County Jail

Thomas Reisinger, Warden
thomas.reisinger@norrycopa.net
Margeret Hughes, Deputy Warden
margeret.hughes@norrycopa.net
Jay Leca, Deputy Warden
jay.leca@norrycopa.net
Administration Building:
720 Northumberland County Drive
Coal Township PA 17866
Jail Building:
670 Northumberland County Drive
Coal Township PA 17866
Phone Number: 570-509-2701
Fax: 570-509-2765

Visitation

- **Contact/Non-contact**

- Visits are noncontact unless stated in a court order. The court order must be provided to the counselor. If no court order is provided the visit will be noncontact.
- Visitation is also offered via video. The website is www.icsolutions.com and visitors must register. Visitors can use any Windows-based computer or an Android device.
- All inmate visits are monitored and recorded, with the exception of registered attorney visits.

- **Visitation Schedule**

- Court-ordered in-person visitation can last up to one hour. Visits must be over by 230PM due to shift change.
- Visits via audio can only last 25 minutes.

- **Frequency/Number of Visits**

Visitation restriction varies based on court order provided by the county.
Video visits are based on jail scheduling availability.

- **Documentation Required**

Before visitation can occur, the inmate must provide each visitor's full name to the jail in advance. Any minor children must be accompanied by a county caseworker with their county ID in order to enter. The prison does not allow family for their visitation unless otherwise stated in a Court Order.

- **Dress Code**

All visitors must be dressed in clothing that is not overly revealing or in poor taste. No sleeveless shirts, short shorts, short dresses, no hoodies, and no tight-fitting clothing.

- **Visitation Exceptions for Professionals**

All inmate visits are monitored and recorded, with the exception of registered attorney visits.

- **Nuances/Tips/Other Important Information**

- All visitors are subject to search at any time. Refusal will result in termination, or suspension of visiting privileges
- Visits may be canceled for inmates in disciplinary restricted status without prior notification

Communication

Mail

To write to an inmate the envelope should be addressed in the following format:

Inmate Name
C/O Northumberland County Jail
670 Northumberland County Drive
Coal Township, Pa 17866

There is daily incoming and outgoing mail Monday through Friday.

Telephone

In order to talk with an inmate, the inmate's counselor must be contacted and a phone call must be set up in advance.

Digital Communication

The only digital communication is approved visitation through www.icsolutions.com. Zoom may also be utilized for Court hearings.

Reentry

Institutional Jobs

Inmates must be cleared medically and get approval prior to obtaining any institutional jobs. These jobs include maintenance, laundry, and other service related jobs.

Work Release

There is no work release. This has not been set up since the old prison had a fire. The jail is in the process of getting work-release set up, but no date has been determined.

Treatment Classification/Assessment

During the intake process, an inmate will undergo a series of medical and psychological testing. If an inmate is on any type of prescription medication, they will be allowed to continue taking it while incarcerated. When they are first processed, they will be asked what medication they take. They will then be referred to the prison nurse or doctor who will be in charge of monitoring their health and prescribing the medication.

Services Available

Drug and Alcohol evaluations are done in the jail as well as drug and alcohol counseling. AA and NA were previously offered, but due to staffing issues this had to be discontinued. The prison hopes to rectify this in the future.

- A Pastor is available for individual meetings
- Mental Health Counseling, Anger Management, and Reentry courses are also provided.

There is also Church group once a week as well as a literacy workshop. They are working on getting an anger management counselor as well.

For any additional information not included in this form, you may contact the Northumberland County Jail at 570-509-2701, Sarah Johnson Ext. 2710 <https://www.norrycopa.net/index.php/jail/>.

Perry County Prison

Jason Harvey, Warden

jharvey@perryco.org

Timothy Bassett, Deputy Warden

tbassett@perryco.org

300 South Carlisle St.

P.O. Box 520

New Bloomfield, PA 17068

Phone: 717-582-2262

Fax: 717-582-2377

Counselor Contact Information

David Wilt, Lieutenant

Doug Twigg, Lieutenant

Jason Harvey, Lieutenant

Shannyn Trostle, Counselor

strostle@perryco.org

Visitation

• Contact/Noncontact

All inmate visits are secure, meaning the inmate and visitors are separated by a barrier (noncontact).

• Visitation Schedule

County Inmates:

Sunday through Saturday

• Frequency/Number of Visits

Inmates committed to the Perry County Prison must complete a visitors list with a maximum of five individuals identified, whom they wish to have visitation with during their incarceration.

Inmates are allowed one scheduled visit per week for one hour.

• Documentation Required

All visitors must be 18 or older and must have one of these forms of photo identification: a state ID, state driver's license, U.S. military ID or U.S. passport unless accompanied by a parent or guardian.

• Dress Code

All visitors must wear footwear and clothing. All visitors must be properly dressed before they will be allowed to visit.

Clothing with offensive slogans or artwork is not allowed. Bathing suits, halter tops and flimsy or see-through clothing are not allowed. All visitors must wear footwear and clothing.

• Visitation Exceptions for Professionals

- Official visitors, including but not limited to attorneys, clergy, probation and parole officers and service providers may see inmates between the hours of 9–10:45 a.m., 12:30–2:15 p.m. and 6–9:15 p.m. each day of the week.

Official visitors must present proper identification. These visits have priority over regular visitation. Any attorney or professional visitors desiring to have a contact visit may do so after submitting to a pat-down. If the visitor refuses to comply, he or she will be advised that a contact visit may not take place but a noncontact visit may be arranged.

Any items taken into a consultation room will be searched for contraband. Attorneys and professionals are not permitted to pass items to the inmates without prior inspection and approval by the correctional officer.

Children and youth services agency staff can call the facility to schedule a time for a visitation with a child. The policy is the same for all other professionals.

• Nuances/Tips/Other Important Information

- All visitors must park in the parking lot to the east of the jail. No unattended children will be allowed in the building at any time. No camera phones, cameras or recording devices are allowed in the visitation area.
- Anyone who does not abide by the rules will be denied visitation. The only item to be accepted at visitation are cash only (we cannot make change, the correct amount must be given).
- For additional visitation policies and procedures, visit <https://perryco.org/departments/prison/>.

Communication

Mail

Incoming mail must be addressed as follows:

Perry County Prison

Inmate Name, Facility #5270

P.O. Box 18247

Greensboro, NC 27419

No personal mail will be accepted at the Perry County Prison. The only mail accepted through the US Postal service is legal mail from their attorney. Please note the following rules and regulations before sending any items to an inmate:

- No items with glitter, glue, tape, stickers, labels, perfumes or other adhesives.
- No Polaroid pictures.
- No cash, coins, phone cards, credit cards or checks.
- Do not send electronic items or devices.
- Do not send mail that requires a delivery signature.
- Do not send smoking materials. The Perry County Jail is a nonsmoking facility.
- Do not send books, magazines or newspapers to an inmate.
- Money orders are accepted by mail, and any money orders must be made payable to the inmate. Any cash, coins, phone cards, credit cards or checks found in the mail will be returned to the sender.

Any mail addressed to an inmate who has been transferred or released will be returned to the sender. Any mail containing prohibited items will be placed in the inmate's property bag and not given to the inmate.

All incoming mail must have a return address on it. Mail without a return address will be placed in the inmate's personal property bag until released. All incoming mail will be opened and inspected for contraband without the inmate being present.

Legal mail will be opened by a staff member in the presence of the inmate and checked for contraband. All incoming and outgoing mail will be logged. All inmate mail may be inspected and screened if probable cause of criminal activity exists. Correspondence will be censored if it appears evident that the material is a type that may cause violence or other disruption to the facility's security.

Telephone

Inmates may not receive incoming telephone calls, and messages will not be taken for them. All telephone calls made by the inmates shall be collect calls or by use of a telephone card that has been purchased from the commissary.

Citizens from the community wishing to accept inmate telephone calls from the Perry County Prison need to establish an account Paytel Accounts. Paytel Accounts can be established by contacting 1-800-729-8355, Monday to Friday, 8 a.m.–6 p.m. EST, or online at paytel.com. The online feature is only available after an inmate has attempted to call a party's telephone number through the Paytel System.

Digital Communication

Inmates have Homewav available for the hours they are not locked down. These are video visits on the block they are housed in.

Reentry

A reentry program is offered through the Literacy Council.

Treatment Classification/Assessment

Upon incarceration and following a medical check, inmates are assessed, and a determination is made as to where the inmate will be housed.

Services Available

- GED classes.
- Drug and alcohol counseling.
- Parenting classes.

For any additional information not included on this form or any of the county appendices, visit the Perry County Prison website at: <https://perryco.org/departments/prison/>.

Philadelphia Department of Prisons

Curran Fromhold Correctional Facility
7901 State Road, Philadelphia, PA 19136
Phone: 215-685- 7801
Fax: 215-685-7848
Steven Angelucci, Warden:
steven.angelucci@prisons.phila.gov
Christopher Thomas, Deputy Warden
christopher.thomas@prisons.phila.gov
Robert Rose, Deputy Warden
robert.rose@prisons.phila.gov
Norman Williams, Deputy Warden
norman.williams@prisons.phila.gov
Karen Butler, Deputy Warden
karen.butler@prisons.phila.gov
Walter Gray, Deputy Warden
walter.gray@prisons.phila.gov

*Philadelphia Department of Prisons
Philadelphia Industrial Corrections
Center, (PICC)*
8301 State Road, Philadelphia, PA, 19136
215-685-7103 Earicka Patterson, Warden
earickapatterson@prisons.phila.gov
George Duncan, Deputy Warden
george.duncan@prisons.phila.gov
Vincent Brooker, Deputy Warden
Vincent.brooker@prisons.phila.gov

Riverside Correctional Facility
8151 State Road, Philadelphia, PA 19136
215-685-8104 |
Pierre Lacombe, Warden
pierre.lacombe@prisons.phila.gov
Demond Anderson, Deputy Warden
demand.anderson@prisons.phila.gov
William Vetter, Deputy Warden
william.vetter@prisons.phila.gov
Robert Segal, Deputy Warden
robert.segal@prisons.phila.gov
Melvin Harris, Deputy Warden
melvin.harris@prisons.phila.gov

Counselor Contact Information

Heather (Cathy) Mackey, Psychologist (DC, RCF)
215-685-8646 | Catherine.Mackey-Gaither@phila.gov
Stanley Stocker, Psychologist (HOC)
215-685-8840 | Stanley.Stocker@prisons.phila.gov
Carlton Payne, Chief of Psychology
215-685-8833 | Carlton.Payne@prisons.phila.gov
Lynnett Johnson-Gleaton, Psychologist (PICC)
215-685-7171 | Lynn.Johnson-Gleaton@phila.gov
Lynda Albert, Psychologist (CFCF)
215-685-7171 | Lynda.Albert@prisons.phila.gov

Visitation

- **Contact/Non-Contact**

No information was provided.

- **Visitation Schedule**

- Appointments for visits are first-come, first-served. You must make your appointment between 48 hours and seven days in advance.
- Saturday visits are reserved for designated facility populations. Holiday visits are only allowed on Thanksgiving, Christmas, and New Year's Day.
- Visitors must be at the facility at least ten minutes before the scheduled visit.
- Friends and family members can collect personal effects from the cashier during the hours listed below. The cashier's office is open 24 hours a day at release.

Facility	Address	Day	Time Slots	Visits Per Slot
Curran-Fromhold Correctional Center (CFCF)	7901 State Road	Monday-Friday	9 – 10 a.m. 1 – 2 p.m. 3 – 4 p.m.	12
Detention Center (DC)	8201 State Road	Monday-Friday	9 – 10 a.m. 1 – 2 p.m. 3 – 4 p.m.	6
Philadelphia Industrial Correctional Center (PICC)	8301 State Road	Monday-Friday	9 – 10 a.m. 1 – 2 p.m. 3 – 4 p.m.	10

Riverside Correctional Facility (RCF)	8151 State Road	Monday-Friday	9 – 10 a.m. 1 – 2 p.m. 3 – 4 p.m.	10
RCF Alternative and Special Detention Modular Unit (RCF ASDMOD3)	8101 State Road	Saturday	9 – 10 a.m.	6
Youthful Offenders	8151 State Road	Saturday	3 – 4 p.m.	10

- **Frequency/Number of Visits**

- Inmates may receive one hour of visits per week.
- The only holiday visits allowed are Thanksgiving, Christmas and New Year's Day. No more than two adults and two children may visit at one time.
- Children that are six months and older can visit with a parent or guardian. The adult must provide proof of custody or a birth certificate. Children cannot visit during school hours.
- For more specific information on visitation requirements for all facilities, see [Appendix 51A](#).

- **Documentation Required**

- Visitors must present valid photo identification such as a passport, driver's or non-driver's license or foreign consular identification card.
- Minors may visit only when accompanied by a parent or guardian, with proof of relationship, such as a birth certificate.
- All visitors will be searched before entering the visiting area.

- **Dress Code**

Transparent or revealing clothing, hooded clothing, halter tops, tank tops, crop tops, white T-shirts, miniskirts, hot pants and shorts are not permitted. Tops falling past the hip must be worn with tights or pants.

- **Visitation Exceptions for Professionals**

None.

- **Nuances/Tips/Other Important Information**

- To find an inmate's location, photo ID (PID)/police photograph number (PPN), or bail information, use the Inmate Locator at <http://www.phila.gov/prisons/inmatelocator/InmateLocator.aspx> or call 215-685-8394, 8395, 8396, 7957, or 7958. Spanish speakers may call 215-685-8692. The office is always open, but to avoid peak hours on weekdays, call before 9 a.m. or after 7 p.m.
- Civilian clothing exchanges for court may be made only on the inmate's letter-designated visiting day. Prescription eyeglasses, dentures and prostheses are allowed after approval by the healthcare provider. Shoes and sneakers will not be accepted.
- All other clothing can be purchased through the commissary. Deposits can be made to the commissary online at www.accesscorrections.com. Visitors may make a deposit only to the account of the inmate being visited. Cash can be placed in the kiosk from 7 a.m. to 9 p.m.; money orders may be left any time in the lobby drop box. Deposits also may be made to inmate accounts by money order or certified check sent through the U.S. mail. Personal, welfare and supplemental income checks are not accepted. Do not send cash. Include the inmate's name and PID/PPN and the sender's return address.
- Books, magazines or periodicals will be accepted only when sent directly by the publisher or commercial distributor.

Communication

Mail

All incoming mail must be addressed as follows:

Inmate's Name
Specific Correctional Facility
Address of Correctional Facility

Addresses for each specific correctional facility are listed under the wardens' names at the beginning of this document.

Telephone

A debit-call option is offered throughout the PPS. A debit call is an outgoing telephone call from a debit telephone account purchased from the commissary. To set up a prepaid account to allow inmate phone calls, please use the AdvancePay system.

Digital Communication

Contact the specific correctional facility about the availability of digital communication.

Reentry

PPS provides a Reentry Support Project through the Community College of Philadelphia which allows a select group of inmates to earn nine to 12 college credits before their release. Participants must attend life skills classes and workshops facilitated by Philadelphia FIGHT's Institute for Community Justice, the Inside-Out Prison Exchange Program alumni association, the Mayor's Office of Reintegration Services (RISE) and guest speakers. Classes focus on college-level reading, writing and communication skills, while workshops address self-empowerment and advocacy, management of one's mental and physical health and job readiness and career planning. The program is designed for students to seamlessly transition from jail to the College's main campus following their release. While pursuing their academic and professional goals on the outside, they can continue to receive services from the Reentry Support Project office and its community partners.

Treatment Classification/Assessment

Inmates are grouped for housing and programming based on current charges, prior criminal history, prior institutional behavior, length of sentence, medical and psychological history, stability factors and other relevant factors particular to an individual.

Services Available

- PPS Work Release Program.
- DUI Treatment Court Work Release Program.
- Alcoholics Anonymous.
- Narcotics Anonymous.
- Anger management.
- Mental health counseling.
- Prison ministry and chaplaincy services.
- G.E.D. tutoring and testing.
- Jewish Employment Vocational Service (JEVS).
- O.P.T.I.O.N.S. (Opportunities for Prevention and Treatment Interventions for Offenders Needing Support): provides additional treatment services to inmates in intensive residential units.
- Penny Pack House School: guides, oversees and supports the school districts' participation in the PPS.
- PhilaCor: ten industry shops which are located throughout the PPS.
- Philadelphia Prison Television: provides educational programming and communication to the inmate population and prison community.
- Pre-GED Literacy Program for inmates reading and performing at a sub 5th-grade level.
- Program Logic and Automated Teaching Operation (PLATO): designed for the PPS to appeal to the unique traits of different learners.
- Psychological services are provided to inmates exhibiting behaviors that require psychiatric services, court stipulated services and those referred by social workers.
- Social Services: The social services division provides case management to all inmates through social workers assigned at each PPS facility.

For any additional information not included on this form or any of the county appendices, visit the Philadelphia County Prison website at: <http://www.phila.gov/prisons>.

Appendix 51A — Philadelphia County Visitation Schedule

Visiting times and Requirements for all Facilities

Alternative and Special Detention

Visiting Hours: Saturday–Sunday, 9 a.m.–3 p.m.

Cashier Hours: Saturday–Sunday, 9 a.m.–2 p.m.

Inmates must obtain prior approval for clothing exchanges. Approved exchanges will be accepted only during visiting hours.

Cambria Community Center

Visiting Hours: Monday–Friday, 9 a.m.–3 p.m. Visitors must sign in by 1:30 p.m.

Central Unit Modular III and Cannery

Visiting hours: Saturday–Sunday, 9 a.m.–3 p.m. Visitors must sign in by 1:30 p.m.

Curran-Fromhold Correctional Facility

Visiting Hours: Monday–Friday, 9 a.m.–9 p.m. Visitors must sign in by 7:30 p.m.

Cashier Hours: Monday–Friday, 9 a.m.–9 p.m.

Inmates must obtain unit manager's approval for clothing exchanges at least three days in advance before the regular visiting day.

Detention Center

Visiting Hours: Monday–Friday, 10 a.m.–6 p.m. Visitors must sign in by 4:30 p.m.

Cashier Hours: Monday–Friday, 10 a.m.–2 p.m.

Clothing exchanges may be made before 1:30 p.m., and inmates must obtain captain's approval three days in advance before the regular visiting day.

House of Correction

Visiting Hours: Monday–Friday, 10 a.m.–6 p.m. Visitors must sign in by 3:30 p.m.

Cashier Hours: Monday–Friday, 9 a.m.–12 p.m. and 1–2 p.m.

Clothing exchanges must be made before 6 p.m.

Philadelphia Industrial Correctional Facility (PICC)

Visiting Hours: Monday–Friday, 3–6 p.m. Visitors must sign in by 5:45 p.m.

Cashier Hours: Monday–Friday, 9 a.m.–12 p.m. and 12:30–2 p.m.

Clothing exchanges must be made before 5 p.m.

Pike County Correctional Facility

Craig A. Lowe, Warden

clowe@pikepa.org

Jonathan J. Romance, Deputy Warden

jromance@pikepa.org

175 Pike County Blvd

Lords Valley, PA 18428

Phone: 570-775-5500

Fax: 570-775-5511

Counselor Contact Information

Summer Kundla, John Sedorka and John English

570-775-5500

Visitation

- **Contact/Non-Contact**

Visits are non-contact.

- **Visitation Schedule**

See [Appendix 52A](#). Zoom visitations are available for agencies only.

- **Frequency/Number of Visits**

Visitation is limited to one half-hour. Two visitors are allowed to split the visit (15 minutes each). No more than two visitors are permitted. Visitors are not permitted to switch chairs or phones to speak to another inmate.

Extended visits can be requested through the visitation officer.

- **Documentation Required**

Photo ID, such as a driver's license, is required. Birth certificates are required for anyone under 17, who must be accompanied by a parent or legal guardian.

- **Dress Code**

Facility visitors must be dressed appropriately. Excessively tight or revealing garments are not allowed. Jackets, coats, and other outerwear are not permitted in the visitation room.

- **Visitation Exceptions for Professionals**

None.

- **Nuances/Tips/Other Important Information**

- For additional information on visitation, see the information sheet available at https://www.pikepa.org/courts_law/correctional_facility/downloadable_documents.php#outer-94 in both English and Spanish.
- Cellphones are not permitted in the facility and must be secured in your vehicle.

Communication

Mail

All mail is subject to inspection; if the mail does not pass inspection, it will not be given to the inmate, and the mail will be sent back to the sender.

All incoming mail shall be addressed as follows:

Inmate's Name

Pike County Correctional Facility

175 Pike County Blvd.

Lords Valley, PA 18428

Telephone

Families may deposit funds into inmate telephone accounts through the lobby kiosk, online at

<https://www.connectnetwork.com/portal?action=FACILITYPAGES&siteID=106>, or by calling JPay at 800-574-5729.

Digital Communication

Inmates are available by phone for hearings outside of Pike County. For all hearings in Pike County, contact the sheriff's department to arrange for transport to the hearing.

Video visitation is available through [Gettingout.com](https://www.gettingout.com)

Reentry

See services below. A community resource guide is available in the downloadable documents section of the website.

https://www.pikepa.org/courts_law/correctional_facility/downloadable_documents.php#outer-94.

Treatment Classification/Assessment

Inmates are placed into the Classification Unit during the intake process to determine where they will be housed. This process includes an inmate interview and medical and risk assessments.

Women are classified as Classification, General Population, Protective Custody and Segregated.

Men are classified as Classification, General Population, Maximum Security, Protective Custody and Restricted Housing.

Services Available

- Domestic violence and sexual assault through Violence Intervention Program (VIP)
- Financial awareness.
- Self-help.
- Relapse prevention.
- Women's recovery program.
- H.O.P.E. (Helping Offenders Promote Excellence).
- Computer-based G.E.D. testing.
- A.R.R.O.W. (Actively Reducing Recidivism Opens Windows)
- C.O.R.E (Correctional Offenders Reintegrating Effectively)
- Parenting Program
- Drug & Alcohol Program (D&A)
- Drug Management
- Self Esteem
- Money Management
- Cognitive Behavioral Therapy (CBT)
- Employment Skills
- Trauma

For any additional information not included on this form or any of the county appendices, visit the Pike County Jail website at:

https://www.pikepa.org/courts_law/correctional_facility/index.php.

Appendix 52A — Pike County Visitation Schedule

Males:	
Protective Custody Level 1 & 2	Wednesday 6:45 pm to 8:30 pm
Protective Custody Level 3	Wednesday 8:30 pm to 10:30 pm
Classification	Tuesday 6:45 pm to 8:30 pm
Maximum Security	Thursday 6:30 pm to 8:45 pm
Restricted Housing Unit	Thursday 8:45 pm to 10:30 pm
General Population - Housing Units A, G	Saturday 8:30 am to 11:30 am 12:45 Pm to 2:45 pm Sunday 8:30 am to 11:30 am
Housing Units H, K	Saturday/Sunday 6:45 pm to 10:30 pm
Housing Unit C Level 3	Sunday 12:45 pm to 2:45 pm Monday 6:45 pm to 10:30 pm
<u>Thanksgiving and Christmas:</u>	
Segregated	8:30 pm to 10:45 pm
Protective Custody	4:00 pm to 5:00 pm
General Population	9:30 am to 11:45 am 12:30 am to 1:45 pm
General Population Level 3	8:30 am to 9:30 am
Classification	1:45 pm to 2:45 pm
Females:	
Maximum	Monday 4:00 pm to 5:30 pm
Restricted Housing Unit	Tuesday 4:00 pm to 5:30 pm
Classification	Wednesday 4:00 pm to 5:30 pm
Protective Custody	Thursday 4:00 tm to 5:30 pm
Level 3	Friday 4:00 pm to 5:30 pm
General Population	Friday 8:30 am to 11:30 am 12:45 pm to 2:45 pm 6:45 pm to 10:30 pm
<u>Thanksgiving and Christmas</u>	
Visitation (All Classifications)	5:00 pm to 6:00 pm 6:30 pm to 8:30 pm

Visitation is scheduled one week in advance. An inmate or detainee may request a visit by utilizing the kiosk or handwritten to the Visitation Topic. After your request is reviewed and verified by administration staff, your visitation will be scheduled, and you will be notified.

1. Regular Visits:

Day of Week	Units	Times
Sunday	K	09:30 – 11:30 & 13:00 – 14:00
Monday	SNU & C	09:30 – 11:30 & 13:00 – 14:00
Tuesday	B	09:30 – 11:30 & 13:00 – 14:00
Wednesday	A & E	09:30 – 11:30 & 13:00 – 14:00
Thursday	G	09:30 – 11:30 & 13:00 – 14:00
Friday	F	09:30 – 11:30 & 13:00 – 14:00
Saturday	H	09:30 – 11:30 & 13:00 – 14:00

2. Thanksgiving & Christmas Visits:

Units	Times
A	08:30 – 09:30
B	09:30 - 10:30
C	10:30 – 11:30
E	12:30 – 13:30
F	13:30 – 14:45
G	16:00 – 17:30
H	18:30 - 20:30
K	20:30 – 22:00

Half hour visits up to two (2) people (15 minutes for each)

Potter County Jail

Angela Milford, Warden

amilford@pottercountypa.net

Ricky Hurler

Ricky.hurler@pottercountypa.net

102 E. 2nd Street

Coudersport, PA 16915

Phone: 814-274-9730

Fax: 814-274-7476

Counselor Contact Information

A counselor is only in once a week

Visitation

• Contact/Non-Contact

- Face to Face Visitation- this visitation is in the administrative area/front door access portion of the jail and is inmate-to-visitor with a Plexiglas divider and phone usage to communicate.
- Remote CIDNET Visitation- This is distance visiting in which an authorized guest can communicate to an inmate via their smartphone, computer or another electronically capable unit to an inmate within the housing cells with the inmate using a wall-mounted CIDNET unit.
- In-House CIDNET Visitation- This visitation is when a visitor comes into the administration portion/ front door access of the jail to use the CIDNET units mounted in the visitation room to call out to the inmate housing unit to speak to an inmate using their cell block CIDNET wall mount unit. This visiting using the jail's CIDNET units is free of charges.

• Visitation Schedule

Remote CIDNET Visitation

- Monday, Tuesdays, Wednesday, Friday and Saturday
- 9:15 am to 11:15 am, 2:15 pm to 4:15 pm, and 7:15 pm to 9:15 pm-

In-House CIDNET Visiting

- Thursdays only
- 9:15 am to 11:15 am and 2:15 pm to 4:15

Face to Face Visiting

- Sundays only
- 9:15 am to 11:15 am, 2:15 pm to 4:15 pm, and 7:15 pm to 9:15 pm

CIDNET Directions For Friends & Family of Inmates

- <https://cidnet-cdn.azureedge.net/support/CreateCustomerAccount.pdf>
- Inmates will be permitted to have eight (8) face-to-face and eight (8) in-house CIDNET-approved visitors on their visiting list. Remote CIDNET visitors will be limited to 10 (ten) visitors. Length of visits shall be limited to 15 minutes per visitor. Visiting lists shall only be changed at the beginning of each new month.

For more information regarding CIDNET Visitation, please see the [Potter County Jail website](#).

• Frequency/Number of Visits

N/A.

• Documentation Required

Anyone visiting under the age of 18 must have a parent or guardian present. Inmates will be permitted to have 8 face-to-face, and 8 in-house, CIDNET-approved visitors on their visiting lists. Remote CIDNET visitors will be limited to 10 visitors. Length of visits shall be limited to 15 minutes per visitor. Visitor lists shall only be changed at the beginning of each new month.

• Dress Code

N/A.

• Visitation Exceptions for Professionals

N/A.

• Nuances/Tips/Other Important Information

- Money sent to the jail for an inmate to use in commissary must be in the form of a check or money order made payable to the Potter County Jail.

Communication

Mail

Mail coming into inmates is thoroughly checked. When sending mail, please use common sense; NO money, contraband or other unauthorized materials will be accepted.

CIDNET messaging coming into inmates is thoroughly checked. When sending messages do not send inappropriate material, doing so could suspend your ability to communicate with an inmate in our facility.

Telephone

The telephone is turned on at 7 a.m. and turned off at 9:45 p.m. Incoming calls to inmates are not accepted; all outgoing calls from inmates are limited to 10 minutes and must be made collect. Phones are turned on every day of the week.

Digital Communication

No digital communication is available.

Reentry

All reentry plans or “life plans” must be approved by the judge. The inmate’s attorney must petition the judge to review the plan. The counselor can help in limited ways with housing and possible transportation upon release.

“Work release” is a privilege and not a right. It must be court-ordered by the judge at sentencing. Work release is approved or unapproved by the warden and deputy warden and is evaluated on a case-by-case basis.

Treatment Classification/Assessment

There is no formal treatment classification and assessment policy.

Services Available

- Drug and alcohol treatment.
- Narcotics Anonymous and Alcoholics Anonymous groups from the outside come in once per week.
- Independent Living Classes

For any additional information not included on this form or any of the county appendices, visit the Potter County website at:

<https://pottercountypa.gov/departments/jail/>.

Schuylkill County Prison

David Wapinsky, Warden

dwapinsky@schuylkillcountypa.gov

Michael Buchanan, Deputy Warden

mbuchanan@schuylkillcountypa.gov

230 Sanderson Street

Pottsville, PA 17901

Phone: 570-628-1450

Fax: 570-628-1015

Counselor Contact Information

N/A

Visitation

• Contact/Non-contact

Visits are non-contact.

• Visitation Schedule

- Visitation days correspond with the block (section) where the prisoner is located.
- Inmates must list each visitor's full name to the jail before any visit. The visitors' information will be kept in the inmate's approved visitor log. Any visitor who arrives late or who is not an approved visitor will not be allowed to visit.
- Minors under 18 are not permitted to visit unless accompanied by a parent or caseworker. Only children of the inmate will be permitted to visit, and they must bring a birth certificate with the inmate's name on it.

• Frequency/Number of Visits

- Visits are one half-hour, and inmates are allowed two visits per week.
- People who are not allowed to visit inmates at the Schuylkill County Prison are: anyone who is on parole, who is out on bail, who was an inmate at the prison in the last year, who is a co-defendant of the prisoner or who has a protection from abuse order (PFA), and a victim of the prisoner.

• Documentation Required

Visitors must provide a current state-issued photo identification.

• Dress Code

Prison staff will prohibit a visitor with inappropriate attire. The following are not permitted: low-cut shirts, see-through attire and steel-toed shoes.

• Visitation Exceptions for Professionals

None.

• Nuances/Tips/Other Important Information

- Children who visit a parent do not need to pre-arrange the visit, but they must be accompanied by a parent or guardian and must have a birth certificate listing the inmate as a parent. If the child is in the custody of the Schuylkill County Children and Youth Services, the agency will call the prison to arrange a private visit.
- Although there is no maximum number of people permitted to visit in a single day, only two people are permitted to visit at any given time. Any others must wait until the previous visitors are done. Visits remain at a total of one half-hour regardless of the number of people wishing to visit.
- If the prisoner is under misconduct in the prison, they cannot receive visits until the disciplinary action is over.

Communication

Mail

All inmate mail must be mailed using the US Postal Service. Any other form of delivery will not be accepted.

The following types of mail will not be accepted: boxes, packages, padded envelopes, plastic bags or envelopes with metal. All mail will be opened, read and inspected by prison officers.

All incoming mail must be addressed as follows:

Inmate's Name
Schuylkill County Prison
230 Sanderson Street
Pottsville, PA, 17901

Telephone

An inmate has two options when making a phone call: They can make calls with money from their commissary account or go through the inmate telephone company.

If an inmate breaks rules at the prison, phone privileges may be reduced and/or prohibited.

Digital Communication

No digital communication at this time.

Reentry

Schuylkill County Prison's work release program is run by the adult probation/parole office. Both men and women inmates may take advantage of the work-release program.

The prerelease program is also run by the adult probation/parole office and is designed to get treatment or classes for inmates once they are released.

Treatment Classification/Assessment

The Schuylkill County Prison offers various types of medical and rehabilitation treatment through the following centers, coordinated and administered through the Schuylkill County MH/D&A Department. Mental Health Assessments are handled by Primecare.

Services Available

- Work release.
- Various types of medical/rehabilitation facilities.
- Prerelease program.
- Vocational rehabilitation.

For any additional information not included on this form or any of the county appendices, contact the Schuylkill County Prison directly at 570-628-1450.

Snyder County Prison

Scott Robinson, Warden

srobinson@snydercounty.org

Dennis Briggs, Deputy Warden

dbriggs@snydercounty.org

John Rissell, Deputy Warden

jrissell@snydercounty.org

600 Old Colony Road

Selinsgrove, PA 17870

Phone: 570-374-7912

Fax: 570-374-7921

Counselor Contact Information

N/A

For any additional information not included on this form or any of the county appendices, visit the Snyder County website at:
<http://www.snydercounty.org/departments/correctional-facility/>.

Somerset County Jail

Brian Pelesky, Warden

peleskyb@co.somerset.pa.us

David Krouse, Deputy Warden

dkrouse@co.somerset.pa.us

127 East Fairview Street #100

Somerset, PA 15501

Phone: 814-445-1500

Fax: 814-445-1504

Counselor Contact Information

N/A-The jail often contracts services (i.e. based on drug/alcohol issues, etc.)

Visitation

• Contact/Non-Contact

An inmate in general population is permitted non-contact visits in a relaxed setting under supervision of the assigned correction officers.

• Visitation Schedule

- Sunday, Monday, Wednesday and Thursday: 1–3:30 p.m.
Fridays: 7:30–9 p.m.
Saturdays: 9–11 a.m. and 1–3:30 p.m.
- Visitors may register from 8:30 a.m. until visiting hours end daily. Visitors may not enter the jail lobby until 8:15 a.m. After registration, visitors are asked not to return to the jail until 15 minutes before their scheduled visit.
- Visits shall be no less than 30 minutes long; longer visits may be allowed depending on the inmate's custody level and available space.
- The number of visitors allowed may be limited depending on available space. Visiting booths are limited to two adults and two children, not including infants.

• Frequency/Number of Visits

- An inmate in general population is permitted to have visits during the hours established by the facility, but no less frequently than 30 minutes per week. Visits for an inmate in administrative or disciplinary custody status will be in accordance with the inmate discipline policy.
- A list of approved visitors will be established during the initial 24-hour period and recorded on the inmate visitor card, which may contain up to 20 names.

• Documentation Required

Visitors must present a photo ID such as a driver's license or other government-issued ID, or two forms of ID both include name, date of birth, gender, height, eye color and address. A visitor without acceptable identification may be allowed to visit with the approval of the warden or a designee.

• Dress Code

No extremely short skirts, dresses, shorts, halter tops, see-through or transparent clothing, clothing depicting messages or images that contain reference to drugs or alcohol or anything that appears to be gang related.

• Visitation Exceptions for Professionals

Any official worker may visit any day, including Sunday, between 9 a.m. and 5 p.m., but not at any other time except with the permission of the warden or a designee. Official visitors and their employees may interview the inmate in their cell or room unless it is unsafe to do so.

• Nuances/Tips/Other Important Information

- All minor children must be accompanied by a parent or legal guardian, county children and youth services agency staff or an adult approved by the parent or legal guardian.
- Visiting more than one inmate is not permitted without the approval of the warden or designee. No person may be on more than one inmate's visiting list unless they are part of the immediate family of more than one inmate or have special permission.
- If an inmate is due in court, the Somerset County Jail is contacted and given the date and time of the hearing. Sheriff's deputies will transport the inmate or inmates to the court hearing.
- For more visitation rules and policies, read the Policy Statement at http://www.co.somerset.pa.us/files/jail_files/Policy%20Statement%20Visiting.pdf

Communication

Mail

Standard mail service no longer be mailed to the Somerset County Jail's physical address. Smart Communications is now utilized for mail.

Smart Communications Inmate Mailing

Inmate name and ID number
c/o Mail Processing Center
PO Box 9183
Seminole, FL 33775

Telephone

Inmates in the general population can make an unlimited number of phone calls. Calling hours are 1–10:30 p.m., excepting meals, headcounts, etc.

Inmate calls can be made collect or family can deposit money into their prison account online or through the lobby kiosk. Do not send cash through the mail.

In the event of a serious emergency involving an inmate's family member, Warden Brian Pelesky should be contacted at 814-445-1606.

Digital Communication

No digital communication is available.

Reentry

Somerset County Jail Reentry Services are aimed at improving the reentry for release back in to the community. The Reentry Coordinator will assist if an inmate needs referrals for housing, public assistance, health care, obtaining birth certificates and other documentation needed for employment as well as assessing drug, alcohol and mental health services while at Somerset County Jail and for release. The probation officer talks with inmates before they are released to help them coordinate reentry. A forensic peer support class provides individual prerelease mentoring and reentry planning, covering topics such as drug and alcohol recovery, modeling recovery success, self-help or 12-step plans, mental health and addictions treatment and relationship building.

Aftercare medication is provided through Peerstar.

Inmates may complete community service hours while incarcerated.

Treatment Classification/Assessment

When an inmate is placed into the jail, within an hour they complete the intake process and are placed in one of the following units: general population, sexual offenders, security and work release.

Services Available

Treatment services are offered to provide support resources, problem-solving and conflict resolution to assist inmates in making appropriate choices and decisions, including:

- Drug and alcohol services.
- Forensic peer support services.
- Inmate work.
- Educational services.
- Religious services.
- Counseling services.
- Prepared reentry.
- Alcoholics Anonymous.

An inmate who receives a misconduct and is placed on prehearing disciplinary custody or who is already on disciplinary custody status is not permitted to attend a program unless authorized by the warden, except for one religious service per week. Inmates who receive a unit action that results in cell or bunk confinement are permitted to attend educational programs and one formal religious service per week.

For any additional information not included on this form or any of the county appendices, visit the Somerset County Jail website at: <http://www.co.somerset.pa.us/departments.asp?deptnum=154>.

Sullivan County

Sullivan County does not have a county jail. All inmates are housed at:

Columbia County Prison

721 Iron St.

Bloomsburg, PA 17815

570-784-4815

For more information, please contact the Columbia County Inmate Program Coordinator, Janelle Ackerman or refer to the [Columbia County Prison](#) entry.

Susquehanna County Correctional Facility

The Susquehanna County Correctional Facility has closed. Inmates are housed in either the [Wayne County](#) or [Wyoming County](#) facilities.

Wayne County Correctional Facility

44 Mid-Wayne Drive
Honesdale, PA 18431
Phone: 570-253-2621
Fax: 570-253-3928

Wyoming County Correctional Facility

10 Stark Street
Tunkhannock, PA 18657
Phone: 570-836-1717
Fax: 570-836-7767

Tioga County Prison

Ryan Fish, Warden

rfish@tiogacountypa.us

Brandon Chilson, Deputy Warden

bchilson@tiogacountypa.us

1768 Shumway Hill Road

Wellsboro, PA 16901

Phone: 570-724-5911

Fax: 570-724-7268

Counselor Contact Information

Heather Doran (Contracted through Crossroads)

570-724-5911 ext. 215

Marjorie Smith (County Employee)

1-570-724-5911 ext. 215

Visitation

• Contact/Non-Contact

- Contact visits with children under the age of 18 are permitted in the multipurpose room. Contact visits are scheduled by the Warden and may fall on any day of the week.
- All incarcerated parents are encouraged to make contact visitation requests with their children.

• Visitation Schedule

Sundays: 9 a.m.-12 p.m., 2 p.m.-5 p.m. and 7 p.m.-9 p.m.

Tuesdays and Thursdays: 9 a.m.-12 p.m., 1 p.m.-4 p.m. and 7-9 p.m.

• Frequency/Number of Visits

- Each inmate is permitted one 30-minute visit per visitation day. Two visitors may visit together. If traveling from a further distance, a request can be made for an hour visit per Warden's approval.
- If an inmate is found guilty of misconduct, that inmate will only receive one visit while in the restricted housing unit. Shift sergeants, the deputy warden or the warden may approve additional visits based on the inmate's needs, such as serious injury of family member, death in family and birth of child. The inmate may also apply for a furlough to attend births, visit hospitalized family members or attend family funerals.

• Documentation Required

- All visitors are required to register in the lobby and present photo ID that includes valid address of residence (e.g., state driver's license, state identification card, military ID or passport).
- Each visitor must be on the inmate's preapproved visitation list. The inmate may update the list once a month, at least three days before the first visitation day of the month, with up to eight visitors.

• Dress Code

Please use good judgment and discretion in dress and behavior so as not to embarrass others in the visiting room. No spaghetti straps or cleavage.

• Visitation Exceptions for Professionals

None.

• Nuances/Tips/Other Important Information

More visitation policies and procedures are online at: <https://www.tiogacountypa.us/departments/prison/visitation>.

Communication

Mail

All incoming mail must be addressed as follows:

Smart Communications – Tioga County Prison

Inmate Name – Inmate Number

P.O. Box 9168

Seminole, FL 33775-9137

Telephone

Inmates are permitted to use the cell block phones from 7 a.m.-11 p.m.

Inmates who are indigent can request a free health-and-welfare phone call to family members.

Phone cards are available for inmates to purchase for \$20.00.

Digital Communication

Tioga County Prison has tablets that the inmates can access. Tablets are mounted on the wall and are able to be accessed daily from 7:00am-10:30pm. There is a fee.

Reentry

Reentry programs offered for inmates are educational programs, employment searches, drug and alcohol programs as needed and CareerLink visits.

Treatment Classification/Assessment

- Initial interview (risk assessment form) includes a mental health assessment. Inmates with mental health issues such as suicide ideation, drug and alcohol abuse history, etc., are flagged, and an assessment is sent to the County Counselor (Marjorie Smith), who will determine the counseling and/or placement of the inmate. Flagged inmates may be placed on a 15 to 30-minute watch and not allowed to enter general population.
- Evaluations (psychological evaluations are currently conducted via “Tele-Psych”)

Services Available

- GED Programs: Inmates may request to obtain GED services through PA Career Link.
- Job search: Services offered through PA Career Link.
- BLAST: Available for inmates under the age of 18.
- Drug and alcohol, offered through Crossroads.
- Sexual offender group sessions are not available. If an inmate is a perpetrator or a victim, counseling may be available through a mental health assessment.
- Anger management is no longer available. If a determination is made through a mental health assessment, the inmate will be offered counseling through Crossroads.

For any additional information not included on this form or any of the county appendices, visit the Tioga County Prison website at <https://www.tiogacountypa.us/departments/prison/>.

Union County Jail

Ernest Ritter III, Warden

eritter@unionco.org

Ryan Boatman, Deputy Warden

rboatman@unionco.org

Rodney Troutman, Lieutenant

Brad Bennage, Records Sergeant

Margaret Oberlin, Administrative Assistant

103 S. Second Street

Lewisburg, PA 17837

Phone: 570-524-8711

Fax: 570-524-8713

Counselor Contact Information

N/A

Visitation

o Contact/Non-Contact

- o Prison visits on the main side of the prison are non-contact with a glass barrier between visitor and inmate. Communication is by telephone.
- o Contact visits are permitted for prisoners on the work-release side of the prison.

o Visitation Schedule

- o On the main side of the prison, visitation is Monday through Friday, 8:30–11:30 a.m. and 12:30–4:30 p.m. Visits are a minimum of 30 minutes.
- o Work-release visitation is on Wednesday 6–8 p.m. and on Saturday 8:30–11:30 a.m.
- o Visits must be scheduled in advance.

o Frequency/Number of Visits

- o All visitors are allowed two 30-minute (minimum) visits per week.
- o Visiting is limited to the immediate family: mother, father, brother, sister, spouse or significant other children, grandparents, and in some cases, stepchildren.

o Documentation Required

- o Any person visiting the prison must present a valid photo ID, with the exception of children under the age of 16.
- o All visitors must be approved by the deputy warden or lieutenant.

o Dress Code

No info provided.

o Visitation Exceptions for Professionals

No info provided.

o Nuances/Tips/Other Important Information

- o No food or drinks are allowed during a visit.
- o If an argument occurs during the visitation, the visit will be terminated. It is the warden's decision whether to permit that individual to return for a future visit.
- o All children must behave while visiting; this is the responsibility of the parent or guardian accompanying the minor.
- o Prisoners are permitted certain items at visitation, which visitors may bring during a visit to give to an inmate at the Union County Jail:
 - Five pairs of underwear (boxers or briefs).
 - Five T-shirts (no pockets, writing, or pictures).
 - Five pairs of socks.
 - Two long-sleeved sweatshirts (no hoods, pockets, or zippers, and solid color only with no writing or pictures).
 - Ten photographs (no Polaroids).
 - One wedding band.
 - One religious medal, small chain (no larger than a half-dollar).
 - Cash or money orders are accepted. No exceptions.

Communication

Mail

All mail will be inspected, and mail that does not pass inspection will not be given to the inmates and will be returned to the sender.

All incoming mail must be addressed as follows:

Inmate's Name

Union County Prison
103 S. Second Street
Lewisburg, PA 17837

Telephone

The only telephone system available to inmates at the Union County Prison is owned by Securus Technologies. Anyone who wants to receive collect calls from an inmate must first establish an account with Securus Technologies, which may be reached toll-free at 1-800-844-6591 to create an account.

Inmates may also opt to purchase phone cards from the Union County Jail. Phone cards cost \$10 each, plus an additional 6 percent sales tax.

All phone calls are monitored, and a recorded statement will remind you of this policy when you receive a phone call from an inmate. If you do not wish to receive phone calls from an inmate, you can call the Union County Jail at 570-524-8711 and request to have your number blocked.

Digital Communication

Video Visits are through IC Solutions Website at <https://www.icsolutions.com/FriendsFamilyHome.html>

Reentry

Inmates at the Union County Jail are given various jobs while incarcerated. Jobs can range from working in the kitchen to doing the laundry.

Treatment Classification/Assessment

The Union County Jail cannot always provide individual sessions to help inmates but does provide group sessions.

Services Available

- Anger management.
- Prison ministry.

For any additional information not included on this form or any of the county appendices, visit the Union County Jail website at:
<https://unioncountypa.org/county-jail/>.

Venango County Prison

Adam Craig, Warden

adam.craig@co.venangocountypa.gov

Wesley Paxton, Chief Deputy

wesley.paxton@venangocountypa.gov

Tristin Siegel, Deputy Warden

tristin.siegel@venangocountypa.gov

1186 Elk Street

Franklin, PA 16323

Phone: 814-432-9629

Fax: 814-432-9636

Counselor Contact Information

N/A

Communication

Mail

Inmates can NOT receive mail by the U.S. Postal Service. Any mail sent for the inmate is sent to Florida, and the inmate receives digital mail.

Telephone

Inmates fill out a list of people they wish to be able to call. The numbers are recorded in a computer, and when an inmate makes a call, they enter their PIN, and the person receiving the call has to agree to accept it.

The phone system does not allow any incoming calls or three-way calls. If you do not want an inmate to call you, you can contact the prison and request that your phone number be blocked. Call 800-844-6591 for more information about cost and ability to receive a call from an inmate.

In the event of a death or illness of an inmate's family member, call the prison at 814-432-9629. Please have the following information ready: inmate's name; name of afflicted or deceased and their relationship to the inmate; and physician, hospital or funeral home. The inmate's attorney must petition the sentencing judge for permission to attend funeral or graveside services. The Venango County sheriff performs inmate transport; fees for transporting apply.

Digital Communication

Video visits are available on a tablet. They are currently using Smart Communication.

Reentry

The prison Pre-Release Advisory Board assists in deciding when and how inmates are paroled.

The prison has a work release program so inmates can keep their jobs while in the prison as long as they meet certain criteria. The prison verifies the inmate's job and hours, and the inmate must have insurance and transportation to and from work. When the inmate leaves the prison, they are given enough time to get to their workplace and return; inmates are not allowed to go anywhere else without permission from the prison. Work release inmates are randomly drug tested, and any positive test is reason for removal from the program.

Treatment Classification/Assessment

The Venango County Prison cannot always provide individual sessions to help inmates with substance abuse issues but do provide group sessions so that they can get some help if they so choose.

Services Available

- Alcoholics Anonymous and Narcotics Anonymous.
- Anger and stress management.
- Community service programming.
- Drug and alcohol education.
- G.E.D. programs.
- Juvenile education and special education.
- Mental health counseling.
- Parenting and life skills.
- Women's support group.
- Prison ministry.
- 24/7 Dad.

For any additional information not included on this form or any of the county appendices, visit the Venango County Prison website at: <https://www.venangocountypa.gov/236/Venango-County-Prison>

Warren County Prison

Rusty Barr, Warden

rbarr@warrencountypa.gov

Ryan Tipton, Deputy Warden

rtipton@warrencountypa.gov

407 Market St.

Warren, PA 16365

Phone: 814-723-2486

Fax: 814-726-9675

Counselor Contact Information

Nicole Eckman, Correctional Counselor

neckman@warrencountypa.gov

Kari Swanson, Mental Health Provider

kswanson@warrencountypa.gov

Randy Owen, Work Release Coordinator

Visitation

• Contact/Non-Contact

Visitation is non-contact.

Visitation Schedule

Visitation is determined by inmate cell assignment.

• Frequency/Number of Visits

Only two visitors per inmate are allowed in the visitation room at a time. No visitors under 18 are allowed unless a child, stepchild or grandchild of the inmate. Children must be accompanied by a parent or guardian. Small children must be directly supervised by their parent or guardian at all times.

• Documentation Required

Visitors must produce photo identification with their completed visitor's form before each visit — no exceptions.

• Dress Code

No halter tops, half-shirts, tube tops, short shorts, micro or miniskirts, fishnet stockings, or see-through blouses. All blouses, shirts and tops must extend to or below the beltline.

• Visitation Exceptions for Professionals

Can be scheduled with Warren County Prison Staff.

• Nuances/Tips/Other Important Information

- All visitors must sign in before the scheduled visiting time. Visitors showing up late without prior approval will be denied.
- No abuse or foul language allowed; if this occurs, the visitor will be asked to leave the premises.
- Visits may be terminated and visitors may be directed to leave the building at any time. During scheduled visiting times, visitors are permitted in the lobby 10 minutes before the start of the visit and are to depart when it's over unless a visitor requires assistance from prison or sheriff's staff.
- Visitors are not to possess any weapons, photography or video-recording devices, medications or drugs, cellphones, tobacco, food or drinks while in the visiting area. Any visitor may be searched for just cause.
- Visits will be denied to anyone who has been incarcerated in the Warren County Prison within the past year. Any violation of visiting rules may result in temporary or permanent termination of visiting privileges.

Communication

Mail

Any mail coming into the prison with an incomplete or no return address will be returned to the sender or disposed of.

All mail is opened and inspected for contraband. All legal mail from elected officials, attorneys and officers of the court will be opened and inspected for contraband in the inmate's presence.

No cash, personal checks or money orders will be accepted through the mail. You are not permitted to mail stamps or envelopes.

Warren County Prison does not accept COD or "postage due" mail.

Magazines, newspapers, periodicals, books and letters may be restricted or limited if the material: is a security concern; contains instructions for the manufacture of explosives, drugs or other unlawful substances or devices; deals with escape or disappearing; advocates violence in general or within the institution; advocates racial, religious or national hatred; is contrary to legitimate penological interests; contains sexually explicit material or photographs; contains stickers, postage stamps or pre-paid stamped envelopes, Polaroid pictures, musical devices, metal objects, hard substances, food or any other item that is not in pictorial form; contains anything that would have to be destroyed to be properly screened; contains oversized objects; contains third party

correspondence; is not received from a publisher or distributor; or contains anything deemed unacceptable by the deputy warden or his designee.

All incoming mail should be addressed as follows:

Inmate's Name
WARREN COUNTY PRISON
407 Market St.
Warren, PA 16365

Telephone

Telephones are available in each of the housing unit dayrooms. Access to these telephones is during dayroom free periods except during meal times and head counts. Access may be restricted for those who are in some form of segregation.

If an inmate is trying to call collect, you may need to set up billing arrangements before you can accept that call. The Warren County Prison now offers Jail Voicemail, the fastest way for you to leave a personal message for your incarcerated family member or friend. Just call 814-230-3101 and listen to the options to leave the message.

Digital Communications

The prison now has tablets for video visitation and messaging.

Reentry

As of August 2013, a formal re-entry coalition has not been identified for Warren County Prison. Although there is no formal re-entry treatment/classification policy, the prison does schedule post-release appointments for inmates currently involved in Mental Health Treatment, D&A Treatment, and Sexual Offenders Treatment.

Treatment Classification/Assessment

Warren County Prison has various separate housing units: Minimum, Medium, Maximum and PC. All of these are determined by the Intake Department based on why the inmate is incarcerated

Services Available

- **Administrative Reporting Program** — Also known as “Call Track Supervision.” Offenders monitored administratively are required to call a toll-free number at designated times and answer a series of prerecorded questions. If any negative answers are received, the department receives a written notification. Interstate and intercounty transfer cases also participate in this program.
- **Alternative Sentencing Program** — Offenders who are required to receive a jail sentence and who have a drug and alcohol problem are eligible for this program. They are initially evaluated to determine the appropriate type of treatment.
- **Community Service Program** — Typical examples of community service assignments include litter pick-up and cemetery grounds maintenance.
- **Driving Under The Influence Classes** — All offenders either convicted of or in pre-trial diversion for a DUI offense in Warren County attend the Alcohol Highway Safety School, with the exception of offenders who are sentenced to a state correctional institution.
- **Electronic Monitoring and House Arrest Program** — Two types of electronic monitoring are used: standard, where offenders may come and go from their residences at set times, and global positioning system passive. The department also uses the SCRAM alcohol monitoring system on some house arrest clients.
- **Sex Offender Supervision** — This program provides proactive supervision and treatment of convicted sex offenders to prevent recidivism. All sex offenders are mandated to attend outpatient counseling at Warren County Human Services.

For additional information not included on this form or any of the county appendices, visit the Warren County Prison website at: <https://warrencountypa.gov/1359/Warren-County-Prison>.

Washington County Correctional Facility

Jeffrey Fewell, Warden

jeffrey.fewell@co.washington.pa.us

Christopher Cain, Deputy Warden

cainchris@co.washington.pa.us

100 W. Cherry Ave.

Washington, PA 15301

Phone: 724-228-6845

Fax: 724-250-6506

Counselor Contact Information

Laura Radcliffe

radclifl@co.washington.pa.us

724-228-6845

Visitation

○ Contact/Non-Contact

- As a visitor, your name must appear on the approved visitor list, or you will not be admitted.
 - The jail has a family-friendly visitation room that can be used for contact visits between the child and parent.
 - Visits are coordinated between a county children and youth agency supervisor and the jail. The jail requires a court order stipulating the visitation, then the jail schedules the day and time. Once the day and time is established, it becomes the parent's standard day/time to visit their child(ren), and a schedule is sent to all parties. Visits occur one at a time so there are not multiple families in the visitation room.
 - All visitors wishing to schedule an onsite, face-to-face visit must create an account through <https://icsolutions.com/>. For more information on how to schedule visitation, please click the link provided. <http://thevisitor.icsenforcer.com/index.php/jail-information/105-waspa>. Once the account is created, it must be approved by the Facility staff before a visit can be scheduled. Visits can be scheduled in advance. Family, friends and counsel, both legal and religious are generally accepted. However, any person who does not contribute to the inmate's rehabilitation will not be admitted. This includes any person who is on probation or parole, falsely represents themselves, is disruptive, has no legitimate purpose for visiting, or is believed by the Facility to contribute to the inmates' behaviors that caused them to be incarcerated.

○ Visitation Schedule

- Monday, Tuesday, Wednesday
10:00 a.m. - 11:30 a.m. 2:30 p.m. - 4:30 p.m. 6:00 p.m. - 7:00 p.m.
- Thursday, Friday
2:30 p.m. - 4:30 p.m. 6:00 p.m. - 8:00 p.m.

All visitors must arrive before 11 a.m., 4 p.m. and 7:30 p.m. to ensure that you receive the half-hour visit.

○ Frequency/Number of Visits

Inmates may receive two 30-minute visits per week. These may be combined into one 60-minute visit at the inmate's request and at the discretion of the officer and visitor receptionist.

○ Documentation Required

- In order to have visitors, inmates have to list the name and date of birth of each visitor to the jail in advance of the visit. Visitors' names will be put in the log as an authorized visitor.
- Each visitor over the age of 16 is required to provide acceptable photo identification: driver's license, Department of Transportation ID or other photo government identification. NO EXCEPTIONS.
- Any visitor not on the visitation list will not be allowed to visit the inmate.

○ Dress Code

Nothing may be taken into the Facility. Lockers are provided to secure your personal items. Jackets, coats and any other outer garment must be placed in the locker. If it will not fit in a locker, you must return it to your vehicle.

○ Visitation Exceptions for Professionals

- If you are an Attorney, once you have created an account with ICSolutions, you must then contact the facility directly and provide a copy of your current ID and Attorney BAR Card. After submitting proof of your status as an attorney, the facility will configure your Video Visitation account as "confidential" – and therefore not subjected to monitoring and recording

○ Nuances/Tips/Other Important Information

- Any visitor under the age of 18 must be accompanied by their parent or legal guardian. The child must be kept with the parent at all times, no further than an arm's length away. The child must remain seated and under control at all times. If the child is running around, is not in reach of the parent or becomes disruptive at any time, the visitor will be required to leave the Facility.

- The Washington County Correctional Facility visitation procedures frequently change, so make sure that you visit the official jail site before you try to visit an inmate: <http://www.co.washington.pa.us/index.aspx?NID=121>.

Communication

Mail

All correspondence addressed to inmates must be sent by U.S. Postal Service mail. Correspondence sent by other courier or delivery services will be refused.

All mail sent to an inmate is opened, examined and may be read by designated staff if necessary.

Address mail as follows:

Inmate's Last Name, First Name - Pod
Washington County Correctional Facility
100 West Cherry Avenue
Washington, PA 15301

For more information about sending mail to inmates, visit <http://www.co.washington.pa.us/FAQ.aspx?QID=104>.

Telephone

Inmates are permitted to make phone calls throughout the day. It is the responsibility of the called person to set up an account with ICSolutions so they may receive calls. All calls are subject to monitoring, recording and may be intercepted or divulged.

To set up accounts and all questions concerning inmate telephone calls, please contact ICSolutions on the web at ICSolutions.com which accepts Visa, MasterCard, and debit cards: by at phone- 888-506-8407. Deposits can also be made by visiting your local Western Union. Additionally, deposits may be made by cashier's check or money order made payable to ICSolutions and mailed to:

ICSolutions

Attn: Customer Service
2200 Danbury Street
San Antonio, TX 78217

For mail requests, please be sure to include:

- * Your Name
- * Return Address
- * Telephone Number designated to the Prepaid Account

Digital communication

Digital communication is available for court purposes only. The agency caseworker should contact the Facility as much in advance as possible with the date and time of the hearing to ensure it can make the inmate available for the hearing.

Reentry

The Washington Communities Forensic Liaison conducts reentry planning for inmates with mental health needs. It helps link individuals to appropriate services in the community and often uses an eight-bed crisis stabilization unit as a step-down from incarceration. Individuals released to the crisis stabilization unit (approximately 95 percent of the forensic liaison caseload) typically receive seven days of aftercare medication.

Individuals who do not receive forensic liaison services typically do not receive aftercare medication from the jail.

Work release is permitted for inmates who are granted an alternative sentence and acts as a prerelease program that enables inmates to begin paying their fines, costs, restitution and court-ordered payments while still incarcerated under the supervision of the correctional facility.

Blueprints offers different programs that are centered on helping incarcerated persons develop a plan for a new way of life upon their release. Classes and individual sessions are offered in areas including goal setting, career development, financial literacy and fatherhood. In some cases, Blueprints is able to work with reentrants to stabilize housing plans upon their release. Once released, staff remain available to help reentrants achieve their goals.

Treatment Classification and Assessment

All prisoners are classified according to their security and program support needs and are assigned within 48 hours of admission. Classification is reviewed periodically.

Services Available

- Adult basic education program, which includes literacy, basic education and a diploma program.

- An inmate worker program teaches inmates basic skills in food service, housekeeping and laundry while providing for the needs of the general population.
- Good News Jail and Prison Ministries.
- Full-time chaplain.
- Path Finders.
- Second Chance.
- Catholic Charities.
- Narcotics Anonymous.
- Alcoholics Anonymous.
- There is also the Alternative Sentence program. This program supervises inmates that are released for employment, education, and treatment. This acts as a prerelease program in many instances and enables inmates to begin paying their fines, costs, restitution, and court-ordered payments while still incarcerated under the supervision of the correctional facility, all while being monitored and drug tested on a regular basis.

The facility also has several intensive programs, which address the inmate's addiction, living skills, and any other aspects deemed necessary by the instructor. These include Getting Ahead While Getting Out, Domestic Violence Program, Narcotics Anonymous, and Alcoholics Anonymous.

Under the supervision of the Washington County Community Services Department, sentenced defendants have an opportunity to apply to perform community service with the Furlough Into Service (FITS) program. Credit earned through the FITS program will be applied, at an hourly rate—commensurate with the state prevailing minimum wage—to the participant's fees, fines, and court costs (restitution and reparations are not included).

For any additional information not included on this form or any of the county appendices, you may visit the Washington County Prison website at: <https://www.washingtoncopa.gov/correctional-facility>.

Wayne County Correctional Facility

Randal Williams, Warden

rwilliams@waynecountypa.gov

John Masco, Deputy Warden

jmasco@waynecountypa.gov

44 Mid-Wayne Drive

Honesdale, PA 18431

Phone: 570-253-2621

Fax: 570-253-3928

Counselor Contact Information

N/A

Visitation

• Contact/Non-Contact

If the court orders a visit, such as with children in county custody, a copy of the court order is needed and the visit will be a contact visit. The agency setting up the visit will need to contact Justin Rivardo – Point of contact for visitation. Phone: 570-253-5970 ext. 1544, Email: jrivardo@waynecountypa.gov, and Fax 570-253-4678.

• New: Video Visitation

Video visits are now through a company called Smart Communications.

• Frequency/Number of Visits

- All visitors must complete and return the Visitor Information Form at <https://www.waynecountypa.gov/222/Visitation-Regulations-Hours-Forms>
- Immediate family (mother, father, stepparent, foster parents, siblings, spouse and children) is permitted to visit the inmate for the first 30 days while the visitor's information form is processed. All others are only permitted to visit after visitation forms are processed and approved. All visitation of immediate family will be terminated after 30 days if the application to visit is not approved.

• Documentation Required

All visitors are required to have a valid photo identification issued by a government agency prior to admission into the prison.

• Dress Code

Visitors are asked to dress conservatively. Any provocative/inappropriate attire will result in denial of visit.

• Visitation Exceptions for Professionals

Preapproved /planned visitation can be scheduled with the jail. The main point of contact is Justin Rivardo.

• Nuances/Tips/Other Important Information

- Children under 18 may not visit unless accompanied by a responsible adult.
- No pets or other animals will be allowed into or on the grounds of the prison, and no pets are to be kept in unattended vehicles on prison grounds. Persons requiring a service animal such as a seeing-eye dog may request special visiting accommodations. Documentation of a need for such assistance may be required to substantiate this request.
- All visitors must be approved for visiting by the Wayne County Correctional Facility prior to the visit. The prison has the right to deny visitation for any just reason. It is the responsibility of the inmate to notify their visitors of the date and time of their visit. All visitors will be admitted through the administrative offices.
- The facility provides a limited commissary, allowing items to be purchased by the inmate for their personal use. Funds must be deposited with the facility under the inmate's name to access the service. Only money orders made payable to the inmate will be accepted and received by mail. No cash or personal checks will be accepted. No payments will be accepted by hand delivery at the facility at any time. Funds will be deposited into the inmate's account by prison staff.

Communication

Mail

All mail is screened entering and leaving the facility. No puzzle books such as crossword puzzles are allowed. Wayne County Correctional Facility will only accept books, magazines or newspapers shipped directly from the publisher or a publisher's warehouse. No provocative reading material or hardcover books are permitted in the facility. Inmates are permitted to have six (6) book/magazines in their cell at any given time.

Inmates are not permitted to have any writing supplies, such as stamps, paper, and envelopes mailed to them at the facility. Items needed for writing are available for purchase from the commissary.

Wayne County Correctional Facility announces the implementation of a new inmate mail delivery service. MailGuard, powered by Smart Communications, has been installed on kiosks and tablets in all housing units and is

available to inmates for outside and internal communications.

The changes are being made to streamline the operations of the facility, improve communications, and ensure the safety and well-being of inmates and staff. In order to maintain the security and safety of inmates and staff, effective August 1, 2020, inmate postal mail must be sent to the following address:

[INMATE NAME] – [INMATE ID]
c/o Smart Communications
PO Box 700
Pinellas Park, FL 33781

The inmate's Name and ID Number must be clearly printed on the outside of the envelope or postcard to ensure mail delivery. All regular inmate postal mail (postcards, letters, greeting cards, etc.) will be scanned into the system and made available to the inmates to view digitally.

Telephone

Offenders may order phone time on the housing unit phones at any time with funds placed in their commissary account. Family and friends may also choose to create a phone

account. An account may be opened by calling Lattice's Customer Service Center at (888) 843-1972, using Lattice's secure website at <http://waynepa.gettingintouch.com/NetvisitScheduler/Login>, or Lattice accepts money orders mailed to Lattice Incorporated PO Box 536 Collingswood NJ 08108. Please include the inmate's name, facility, and contact number. Incoming calls for inmates are not accepted.

Digital Communications

The Wayne County Correctional Facility is now offering NetVisit (TM) Video Visitation from Lattice Incorporated. This new technology lets family and friends have video calls with inmates, without having to travel to the correctional facility. Family and friends can conduct video visitation sessions from their homes (or other locations outside of the correctional facility) using any personal computer with a camera, microphone, and an Internet connection. The computer will also need to have Google Chrome or Mozilla Firefox Web browsers installed, as the video visitation system works only with those Web browsers. For full details on how to access NetVisit and create an account, please visit:

<https://www.waynecountypa.gov/221/Video-Visitation>.

Reentry

The county does not have a formal reentry policy. Staff will assist in setting up services if they are court-ordered such as treatment or classes.

Treatment Classification/Assessment

There is no formal treatment classification process. A drug and alcohol treatment specialist comes in five times a week to work with inmates. A mental health worker is also available to make assessments.

Services Available

- Drug and alcohol treatment.
- Narcotics Anonymous.
- Alcoholics Anonymous.
- Parenting classes.
- GED classes.

For any additional information not included on this form or any of the county appendices, visit the Wayne County Correctional Facility website at: <https://www.waynecountypa.gov/211/Corrections>.

Westmoreland County Prison

Steven Pelesky, Warden

spelesky@co.westmoreland.pa.us

Eric Schwartz, Deputy Warden of Treatment

eschwart@co.westmoreland.pa.us

Robert Fagan, Deputy Warden of Security

rfagan@co.westmoreland.pa.us

3000 S Grande Blvd

Greensburg, PA 15601

Phone: 724-830-6000

Fax: 724-830-6036

Counselor Contact Information

<https://www.westmorelandcountypa.gov/2742/Listing-of-the-Prisons-Counseling-Staff>

Visitation

• Contact/Non-Contact

For contact (parenting visits) the caseworker and child can visit with the parent in a child-friendly visitation room equipped with toys. The inmate and child are able to interact during the visit. The prison counselor supervises the visit. Non-Contact visits are through glass and communication is via a wall phone. In addition, video visits are available to be scheduled online by friends/family at westmorelandpa.gtlvisitme.com/app.

Visitation Schedule

Visitation times are according to housing unit. See the public information brochure at

<https://www.westmorelandcountypa.gov/2726/Regular-Visitation-Schedule-General-18-a> for the general population schedule. See the following link for the special needs 18 and older population

<https://www.westmorelandcountypa.gov/2728/Regular-Visitation-Special-Needs-18-and->

See the following link for the special needs 17 and younger population.

<https://www.westmorelandcountypa.gov/2729/Regular-Visitation-Schedule-17-years-and>

Frequency/Number of Visits

- Visitors will be permitted no more than one half-visit per session, per inmate per day. Visitors will only be permitted in for one session per inmate, per day.
- Inmates are only permitted one non-contact visit per week. An inmate may receive up to three video visits per week.
- The Westmoreland County Children's Bureau (WCCB) has an MOU with the Prison which allows for one thirty-minute visit between an inmate and their children under the care of WCCB every two weeks.

• Documentation Required

Valid photo ID is required. Visitors' ID cards will be scanned and stored in the prison's computer system every time they visit an inmate. Anyone refusing to have their ID scanned will not be permitted to visit.

• Dress Code

- All clothing will be neat and clean. Inappropriate clothing is prohibited, including but not limited to: dresses, skirts, or shorts more than two inches above the knee; revealing or low-cut tops; sleeveless tops; halter tops, tank tops, midriff tops; hooded clothing; hats, caps or head coverings (except those with documented religious reasons); sandals; steel-toed boots; open-toed shoes.
- Coats and heavy outerwear will be removed and not worn back to the visiting area.
- Jewelry is limited to one necklace, one set of post earrings (no hoop earrings permitted), one wedding ring set and a medic alert bracelet.

• Visitation Exceptions for Professionals

No information was provided.

• Nuances/Tips/Other Important Information

- Children under 18 must be of the immediate family in order to have a special visit (one half-hour non-contact visit) with an inmate. Children ages 16 or 17 must have proper identification along with the adult accompanying them. Children under 16 are not required to possess the proper identification but must be accompanied by an adult who does. A member of the counseling staff will specify the day and time of the scheduled visit.
- Visitors must submit to search, pass the security scan and are subject to the institution's rules and regulations. Improper behavior by the visitor or inmate will result in termination of the visit. Visits may also be denied due to lack of space in the parking area, any state of emergency or any condition the shift commander deems a possible threat.
- Inmates can be located online: http://apps.co.westmoreland.pa.us/prison/PrisonInmates/Prison_inmates.asp.

- For complete visitation policies and procedures, see the public information brochure at <https://www.westmorelandcountypa.gov/2723/Public-Information-Policy>.

Communication

Mail

Inmates are permitted to correspond with family, friends, government officials, etc. as long as nothing interrupts or interferes with the security of the institution. Mail correspondence with former inmates is strictly prohibited, unless the former inmate is a member of your immediate family, with prior verification and approval.

All incoming mail must be addressed as follows:

Inmate's Name and Booking Number
3000 South Grande Boulevard
Greensburg, Pa. 15601

Incoming letters and mail may not contain any type of graffiti, decorative stamps, stickers, return address labels or tape. All incoming letters must have handwritten addresses. Mail received in padded envelopes or mailers will be routed to the property officer for handling. Padded envelopes will not be distributed to inmates, nor will Polaroid-type photos. Any incoming letter of correspondence that does not meet these criteria will be rejected and may be returned to the sender or disposed of according to prison policy.

The only packages accepted are those clearly marked on the outside with "court clothes," "legal material," etc. Unmarked

packages will not be opened but will be returned to the sender. If any unauthorized items are found in a marked package, the complete package will be returned to the sender.

Inmate mail is distributed to each housing unit according to the schedule. All incoming mail is inspected for money, contraband and other unauthorized items. Contraband will be confiscated and disposed of according to the WCP policy. Contraband includes any of the following: material that encourages deviant sexual behavior or is offensive; material that encourages disruption, riots or criminal activity or disrupts normal operations; any information about manufacturing explosives, weapons or drugs or which has a strong odor; all photocopied or internet-copied material, including pictures, crossword puzzle sheets, magazine or newspaper articles.

Only valid money orders will be accepted through the mail. All incoming money orders will be placed in the inmate's personal account. All other forms of money will be rejected and the entire letter will be returned to sender or will be mailed out of the institution at the inmate's expense.

Telephone

The inmate telephone system can be used by all general population inmates, seven days a week from 8 a.m. to 9 p.m., except when meals are served or during a prison population count. All calls must be collect, pre-paid, or debit. All calls, except legal calls to an attorney, are subject to interception, recording, monitoring and divulging. Inmates are not permitted to use another inmate's telephone ID number. Abusive, threatening or profane language and three-way calling or conference calls are prohibited. See the public information brochure for more information on telephone use:

<https://www.westmorelandcountypa.gov/2740/VAVGTL-Inmate-Telephone-Information>

Digital Communication

WCP allows for online registration, scheduling, and video visitation (\$15 per 25-minute visit). See the brochure for more information: <https://www.westmorelandcountypa.gov/2732/Video-Visitation>

Reentry

N/A

Treatment Classification/Assessment

Eric Schwartz is the deputy warden of treatment, eschwart@co.westmoreland.pa.us.

Services Available

None.

For any additional information not included on this form or any of the county appendices, visit the Westmoreland County Prison website at: <http://www.co.westmoreland.pa.us/index.aspx?NID=799>.

Wyoming County Correctional Facility

Heather Schmidt, Warden

hschmidt@wyomingcountypa.gov

10 Stark Street

Tunkhannock, PA 18657

Phone: 570-836-1717

Fax: 570-836-7767

Counselor Contact Information

TBD

Visitation

• Contact/Non-Contact

Contact visitation is available by court order.

• Visitation Schedule

- Visiting hours vary according to cellblocks. Check the full schedule online at <https://wyomingcountypa.gov/correctional-facility/inmate-information/visitation/>
- The inmate has to give each visitor's name to the Facility in advance of any visit. This information will be put into a log of visitors as an authorized visit. Anyone who arrives for visitation late or who is not on the visitation list will not be able to attend visitation.
- Each visitor is required to sign in, providing their name, address and relationship to the inmate.

• Frequency/Number of Visits

No information was provided.

• Documentation Required

Each visitor has to present a valid driver's license, passport, or any acceptable government (state or federal) identification card with a photo.

• Dress Code

No information was provided.

• Visitation Exceptions for Professionals

Wyoming County Correctional Facility is a smaller facility designed to house up to 78 inmates. Contact Warden Schmidt with any questions.

• Nuances/Tips/Other Important Information

- Money will be accepted for inmates during business hours. Only money orders will be accepted (no more than \$50.00 per inmate). Money orders can be dropped off at the facility Monday through Friday between the hours of 9 a.m. and 4 p.m., but the inmate's account will only be updated Monday through Friday between 9 a.m. and 3 p.m. (excluding holidays).

Communication

Mail

All mail must be mailed using the U.S. Postal Service, not by courier, delivery or hand-delivered. Do not send anything in a box or package, an envelope with padding or insulation, plastic bag or an envelope with metal inside. All mail sent to inmates will be opened and read by the Facility administration, and the mail will be sent back to the person who mailed it if it can't be delivered.

All incoming mail shall be addressed as follows:

Inmate's Name, Block, and Cell Number

Wyoming County Correctional Facility (WCCF)

10 Stark Street

Tunkhannock, PA 18657

For more mail policies and procedures, visit <https://wyomingcountypa.gov/correctional-facility/inmate-information/inmate-information-mail/>

Telephone

Incoming calls are blocked. Inmates must use a pre-paid phone card or account or make a collect call. Restrictions are placed on the number, length and frequency of calls. Phone calls for inmates under any sort of disciplinary procedure may be limited or eliminated.

General population inmates may use the phone system from 10 a.m.–2:25 p.m., 4:15 p.m.–10:25 p.m. When a Facility/cell block lockdown is announced, inmates are expected to end their phone conversation immediately. Failure to do so will result in disciplinary action.

Upon admission, new commitments will be given an Inmate Telephone Number Request Form, which must be filled out accurately and completely to have up to 10 telephone numbers added to their call list.

For more phone policies and procedures, visit <https://wyomingcountypa.gov/correctional-facility/inmate-information/phone/>

Digital Communication

Video conferencing is not available.

Reentry

Coordinated by Heather Schmidt, warden, at 570-836-1717.

Treatment Classification/Assessment

Coordinated by Heather Schmidt, warden, at 570-836-1717.

All inmates processed through the Facility intake area receive medical and mental health screening. Based on the clinical information collected, the inmate is sent either to the general population or to special medical housing. Medical care shall be provided to each Inmate housed at this facility, regardless of their financial standing or account balance.

Services Available

- Drug and alcohol.
- Counseling for mental health.
- Alcoholics Anonymous.
- Narcotics Anonymous.
- Religious services.
- Behavioral ABT (A Better Today).
- G.E.D. program.
- Reentry Program by Pathstone Recovery

For any additional information not included on this form or any of the county appendices, visit the Wyoming County Correctional Facility website at: <https://wyomingcountypa.gov/correctional-facility/>

York County Prison

Adam Ogle, Warden

aaogle@yorkcountypa.gov

Valerie Conway, Deputy Warden

vlconway@yorkcountypa.gov

Joseph Johnston, Deputy Warden

jmjohnston@yorkcountypa.gov

3400 Concord Road

York, PA 17402

Phone: 717-840-7580

Fax: 717-840-7204

Counselor Contact Information

Treatment Team

717-840-7580 (phone) 717-840-7204 (fax)

Visitation

• Contact/Non-Contact

- Contact visits with children are allowed within the male and female populations if so ordered by a judge.

• Visitation Schedule

- The schedule, policies, and procedures for both child and adult visitors are located at

<https://yorkcountypa.gov/488/Visitation>

• Frequency/Number of Visits

Each inmate is allowed one children's visit per week.

• Documentation Required

- Inmates committed to the YCP must complete a visitors list identifying potential visitors. Only listed visitors will be accepted for visitation. It may take up to 48 hours for the list to be processed. Once approved, the visitor must provide valid photo identification at the time of visit: a driver's license, passport, military, permanent resident, state or school ID cards.
- Birth certificates or adoption papers stating the name of the incarcerated parent must be shown for all children under 14 years old on their first visit.

• Dress Code

See the detailed dress code online at <https://yorkcountypa.gov/488/Visitation>.

• Visitation Exceptions for Professionals

- Official visitors, including but not limited to attorneys, clergy, probation or parole officers and service providers with proper identification or authorization may see inmates daily from 8:30–11:30 a.m., 1–3:30 p.m.
- For more policies and procedures for official and professional visitors, see <https://yorkcountypa.gov/488/Visitation>.

• Nuances/Tips/Other Important Information

- Any professional who visits must first obtain clearance by contacting the main desk ahead of the visit, with the visit documented in the visiting computer.
- The inmate may only have visits from their natural children (verified by a birth certificate) or their adopted children (verified by adoption papers). The parents' signatures must be on the birth certificate.
- Children 13 years old and under are not allowed inside the prison except during children's visiting hours. One adult who is on the inmate's visitors list must accompany children during the visit. The accompanying adult is to assist and keep order during the children's visit. No toys, diaper bags, oversized purses or tote bags are allowed in the visiting room.
- Additional visitation information is at <https://yorkcountypa.gov/488/Visitation>.

Communication

Mail

All incoming LEGAL mail shall be addressed as follows:

Inmate's Name
Inmate ID #
York County Prison
3400 Concord Road
York, PA 17402

Any regular mail should be addressed as follows:

Inmate name, ID #
York County Prison
P.O. Box 247, Phoenix MD 21131.

This address is TextBehind. They screen our regular mail, scan, and send digital copies. Inmates do not receive any originals. The new link for rules and policies, which include mail, accounts, telephones,

etc. can be found here:

<https://yorkcountypa.gov/482/Rules-and-Policies>.

Telephone/Tablets

A telephone is located in each general population housing unit for inmate use. All calls are subject to monitoring, recording and divulging information. Tablets are also available in each general population housing unit for inmate use.

All calls made by the inmates are collect calls with an automatic 20-minute time limit. Inmates are permitted a reasonable amount of outgoing phone calls per day, as long as use of the telephone is not being abused or dominated by any or group.

An account might have to be created or set up to accept collect calls from Global Tel*Link.

Digital Communication

Video visitation is available, with applicable fees for personal and professional visits. For more information:

<https://yorkcountypa.gov/488/Visitation>.

Reentry

The treatment team works with probation and parole to come up with a reentry plan for inmates whenever possible. They can attempt to assist with housing, set up telephone interviews for recovery houses and help set up follow-up care appointments. It is possible to release the inmate with medication supplies for three days to one month.

Community Reentry Services

- Batterer's intervention.
- Career development.
- Career Link.
- Life Skills.

YCP is working with Harrisburg Area Community College periodically to provide various reentry and vocation certificate programs to inmates. For more information on reentry services, see [Appendix 67A](#).

Information about work-release at YCP is at <https://yorkcountypa.gov/487/Work-Release-Policy-Qualifying-Criteria>.

Treatment Classification/Assessment

Treatment classification is assessed based on court orders, assessment scores and release date. Evaluations are completed after the inmate is processed by the booking officer.

Services Available

- Criminal thinking and violence prevention programs.
- Education programs.
- Drug and alcohol services.
- Individual risk reduction counseling.
- Parenting Solutions.
- Nutrition Links classes.

For more information, see [Appendix 67B](#).

For any additional information not included on this form or any of the county appendices, you may visit the York County Prison website at: <https://yorkcountypa.gov/477/Prison>.

Appendix 67A — York County Prison Reentry Services

- **Batterer’s Intervention** – This program is for male inmates only. Within this program, the “continuum of control,” including the institutional, physical and psychological controls that men use serves as an umbrella under which the dynamics of a violent relationship, its prevalence and causes are examined. The program provides a review of denial, victim-blaming, minimization, excuses and control tactics used by batterers as well as how they use male privilege and objectification of women.
- **Career Development** – This program is for female inmates only. The program is approximately six to eight weeks long and helps inmates find jobs, fill out applications and write resumes. Mock interviews are conducted with counselors and volunteers from businesses in the community. A prison counselor administers the program, and a certificate is awarded upon completion.
- **Community Orientation and Reentry** – This program is designed to help inmates take responsibility for their careers. They learn how to fill out applications, interview successfully, write cover letters and resumes and retain jobs. This class is six weeks long and open to anyone interested. A prison counselor administers the program, and a certificate is awarded upon completion.
- **Career Link** – This service is to assist inmates with creating resumes, job searches and career training. The commonwealth provides it with assistance coming from the York County CareerLink® office. The service is available to inmates participating in the work release program or when released from prison.
- **Community Reentry** – This program was prepared by the Pennsylvania Department of Corrections. Volunteers from our faith-based community facilitate this program. It is designed to help inmates focus on the life issues they should address as they prepare to return to the community. The program is six weeks long, with open enrollment and a certificate of completion. The program is available to all inmates who will eventually be released to the community.
- **Life Skills** – This program was developed by Atkins House for female offenders. Classes include self-efficacy, values and goals clarification, job search skills, budgeting, healthy eating and personal hygiene. Classes are held once a week. A certificate is awarded upon completion.
- **Next Step** – A program to assist ex-felons with finding meaningful employment when released from incarceration.

Appendix 67B — York County Prison Available Services

- **Criminal Thinking and Anger Management Programs** – “Thinking for a Change,” “Violence Prevention” and “Victim Awareness.”
- **Education Programs** – Adult education, basic literacy, high school program, English as a second language, general equivalency diploma (GED), heating, ventilation and air-conditioning certification, culinary program.
- **Drug and Alcohol Services** – Alcoholics Anonymous (AA), Narcotics Anonymous, Freedom Program (a 16-week program using a cognitive-behavioral approach in a therapeutic community setting), Celebrate Recovery (a faith-based, 10-week program based on AA’s twelve-step program and incorporating the eight principles of the Bible’s beatitudes).
- **Individual Risk Reduction Counseling** – This is an HIV/AIDS education and prevention program offered by Atkins House. This program teaches women how to develop and implement an HIV/AIDS risk reduction plan. The program consists of six individual sessions. A certificate is awarded upon completion.

Parenting Programs

- **Parenting Solutions** – This program is run by York County Children and Youth. It is offered to York County residents only. Inmates must have children under 18 years old. The class runs once a quarter for eight classes. A certificate of completion is furnished at the end of the program.
- **Nutrition Links Classes** – This program is for parents and primary caregivers of children under 19. Inmates learn how to provide a healthy diet by reading labels and making smart food choices. This class is five weeks long and offered three times a year. Participants must attend all sessions in order to receive a Penn State certificate of completion.

Additional Resources

While the LSI Incarceration Resource Manual is focused on sharing information specific to the county prison facilities in Pennsylvania, we recognize that there are dependent children who may have a parent confined to a state or federal prison facilities. There are many resources available to assist in case planning for parents incarcerated in these facilities. We've compiled a list of links that can help below.

- Pennsylvania Department of Corrections:
<http://www.cor.pa.gov/Pages/default.aspx>

Includes information to assist with visitation, communication with inmates.
- Pennsylvania Department of Corrections State Prison Facilities:
<http://www.cor.pa.gov/Facilities/StatePrisons/Pages/default.aspx>
A list of all state prison facilities including the address/contact information.
- Pennsylvania Department of Corrections Inmate Locator:
<http://inmatelocator.cor.pa.gov/#/>

A resource to help determine where an inmate is housed and their inmate ID number.
- Pennsylvania Department of Corrections Mail Requirements (including specific protocol for legal mail and personal mail)
<https://www.cor.pa.gov/Pages/Mail.aspx>
- Federal Inmate Locator:
<https://www.bop.gov/inmateloc/>

A resource to locate a parent who may be in federal prison.
- Office of Children & Families in the Courts
<http://www.ocfcpacourts.us/childrens-roundtable-initiative/state-roundtable-workgroupscommittees/dependent-children-of-incarcerated-parents>
- U.S. Immigration and Customs Enforcement Online Detainee Locator System
<https://locator.ice.gov/odls/#/index>

All information provided in the SWAN LSI Incarceration Resource Manual is provided for information purposes only. Although every reasonable effort was made to present reliable and accurate information, SWAN LSI makes no guarantees of accuracy and cannot be held liable for any outdated or incorrect information.

GLOSSARY

Administrative Custody – A status of confinement for non-disciplinary reasons that provides closer supervision, control and protection than is provided in general population.

Administrative Segregation Medical Inmate – An inmate segregated from the general population for medical reasons.

Administrative Segregation Security Inmate – An inmate segregated from the general population for security reasons.

Classified Visit – A visit that does not count as one of the inmate’s allotted visits.

Commissary - Store within a correctional facility from which inmates may purchase products such as hygiene items, snacks, writing instruments, etc.

Contact Visit – Visit in which physical contact between the inmate and visitor is permitted.

Custody level – Refers to the degree of staff supervision and control necessary to monitor the behavior of an inmate. Custody levels can range in levels.

Detainer – Refers to a request filed by a criminal justice agency with the facility in which an inmate is incarcerated, asking the facility either to hold the inmate for the agency or to notify the agency when release is imminent. Detainers are usually based on outstanding criminal charges, outstanding parole or probation violations, or additional sentences already imposed against the inmate.

Disciplinary Custody – The maximum restrictive status of confinement to which an inmate guilty of a misconduct may be committed.

DNA Detection of Sexual Violent Offenders Act – A state law that requires a blood sample be taken from inmates who have been convicted of certain sexual and violent offenses.

General Population – Inmates who are not segregated from other inmates.

Indigent Inmate – An inmate shall be deemed indigent if the combined balances of their facility account and any other accounts are \$10.00 or less at all times during the thirty days preceding the date on which the inmate submits a request to a person designated by the Facility Manager. If the inmate is physically able to work but refuses to work or has self-confined, the inmate will not be considered indigent.

Lockdown – Securing a correctional facility or unit by restricting prisoner movement to their housing area.

Long-Term Segregation Unit (LTSU) – A housing unit or group of cells designated to house inmates classified as custody level 5H.

Maximum sentence – The last day of the court sentence confinement for one or more sentences.

Minimum sentence – A date set by court sentence for the earliest consideration for parole privileges.

Mental Health Unit – A housing area or group of cells designated for inmates confined in a facility-based mental health unit.

Non-Contact Visit – A visit in which the inmate and the visitor are not permitted to be in physical contact and are generally separated by a physical barrier.

Parole – The granting of conditional community release of a resident.

Protective Custody Inmates – Type of custody of an inmate to protect an individual from other prisoners.

Reclassification – The yearly review of an inmate’s current custody level, misconducts, program behavior and escapes in order to determine a custody score and custody level.

Reentry – The transition from jail to the community.

Restitution – A special condition of a court sentence ordering the inmate to make payments to the victim of the original crime.

Revocation – Refers to an administrative decision ending a parole because the offender violated the conditions of parole.

Restricted Housing Unit (RHU) – A special housing unit in the facility that provides a safe and secure setting for inmates. Inmates housed in the RHU typically have different visiting guidelines than those inmates housed in general population.

Special Management Unit (SMU) – Special units within facilities designed to safely and humanely handle inmates whose behavior presents a serious threat to the safety and security of the facility, staff, other inmates or him/herself.

Special Visit – A visit by an official visitor, the inmate’s religious advisor, or attorney. A special visit is a visit in addition to the regular weekly visit, or an approved visitor who is not on the inmate’s visiting list.

Technical Violation – A violation of parole not involving a violation of the law.

Warden – Individual responsible to supervise all of the operations of their prison.

Work Release – A program that allows an inmate who is sufficiently trusted or monitored to leave confinement, work at a place of employment, returning when their shift ends.