

15. Visitation Plan Checklist

Rules [291.4](#), [291.5](#)

Each facility shall have and implement a written plan, approved by the commission, governing inmate visitation. The plan shall:

- ☐ (1) indicate frequency of visitation periods; each inmate shall be allowed a **minimum of two in-person, noncontact visitation periods per week** of **at least 20 minutes** duration each;
 - (A) Facilities exempt from in-person visitation shall be determined by the provisions set forth in [Government Code §511.009\(20\)\(a-1\)](#).
 - (B) The requirement of in-person visitation does not remove a sheriff's/operator's authority to limit visitation for disciplinary reasons as per [37 TAC §283.1](#).
- ☐ (2) provide that **at least one visitation period** be allowed during **evenings** or **weekends**;
- ☐ (3) provide for reasonable **attorney/client visitation**;
- ☐ (4) County jails must allow for a prisoner whose **veteran status** has been **verified** appropriately to have **in-person or video visitation** with the **veteran's county service officer** for the **county or a peer service coordinator** at **no cost to the inmate**. These visits **shall not be counted against the inmate's minimum allowed visits**.
- ☐ (5) provide procedures for the selection of visitors, including inmates' **minor children**. Accompaniment by parent, guardian, or legal counsel may be required. The sheriff/operator shall provide procedures regarding **visitation by a guardian**. The procedures shall include placement of a guardian, at the guardian's request, on the inmate's visitation list, and provide the guardian access to the inmate during regular visitation hours to an eligible inmate. A guardian's visit shall be **in addition to normal visitation**. The sheriff/operator shall require the guardian to provide the sheriff/operator with **letters of guardianship** as provided by §§[1002.012](#), [1106.001 - 1106.003](#), Estates Code, before allowing visitation with the inmate;
- ☐ (6) define procedures where **contact visitation** is permitted;
- ☐ (7) contain procedures for **emergency visitation**.

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Notes:

- **Disclaimer:** The **bolded**, underlined, and/or **red** sections identify areas that most commonly require revision. However, **all provisions of the standard remain mandatory**, regardless of formatting or emphasis.
- Anything in **blue** is a **hyperlink** that can be clicked on to view pertinent info.
- It is helpful to preserve as much of the language in the standards as possible.
- **(1)** Inmates must have **at least two** visits per week.
- **(2)** 5pm is not late enough to count for '**evening**' visitation.
- **(4)** It is best to preserve the original wording in the standard as much as possible.
- **(5)** Please include visitation procedures for **both minor children** and **guardians**. It is best to preserve the original wording in the standard as much as possible. Feel free to add details to it.
- **(6) & (7)** It is easiest to identify the contact and emergency visitation standards when **each standard** has its **own section** and **heading**.
- [291.5](#) (2) - Clergy visitation is in addition to normal visitation
 - ☐ Access to religious leaders in addition to normal visitation, consistent with security restrictions.
 - Many counties group attorney and clergy visitation together in their visitation plan for simplicity's sake.