TO SCHEDULE A VISIT WITH AN INCARCERATED PARENT:

Please go to https://portal.ct.gov/DOC then click the attorney/professional visit link from the menu. This page contains an email link for visits and phone contact info for each facility.

Please include in your initial email

Your Name:
Agency:
Title:
Contact Information:
What you plan on bringing into the visit: (pen, paper, coloring book, crayons, etc)
(You will need your license, active DCF ID, and email confirming your visit)

Inmate Name:
Inmate Number:
(You can find the information on the DOC website under Inmate Search)

If bringing a child (for each child):

Child’s Name:
Child’s Date of Birth:
(At every visit, you will need the court paperwork for each child showing the child is in DCF custody)

If someone other than you is bringing the child (ren):

Name of Person Facilitating the Visit:
Agency Name:
Title:
(They will need their license, DCF ID and/or agency identification)

The proposed day, date and time of the visit
(You can find the visitation schedule for each facility on the DOC website)

On The Day of the Visit

- BRING YOUR LICENSE, ACTIVE DCF ID, CHILD’S COURT PAPERWORK AND A COPY OF THE EMAIL FROM DOC CONFIRMING THE VISIT.

- ALWAYS CALL THE FACILITY PRIOR TO LEAVING FOR THE VISIT TO ENSURE THEY ARE ALLOWING VISITS AND THAT YOUR CLIENT IS AT THE FACILITY

DOC WILL NOT TELL YOU IF YOUR CLIENT IS IN COURT. PLEASE FIND THAT INFORMATION ON THE JUDICIAL WEBSITE UNDER CASE LOOK-UP.