

Contact Information for Detained & Incarcerated Youth & Adults

ALL DCF CALLS GO THROUGH THE LIAISONS
*****It is best to email the liaisons*****

Steven Smith, Program Manager
Karen Keatley, Social Work Supervisor
Kimberley Casey, Social Worker
Kamara Amaker, Social Worker

Kimberley Casey – Detention and DOC Liaison
(Manson Youth and Hartford Detention Center)
Kimberley.Casey@ct.gov

Hartford Juvenile Detention Center (T, F AM)
920 Broad Street, Hartford, CT 06106
860-244-7985

To schedule a visit, you may call 860-244-7985 and ask to speak to any available CPO

MYI-Manson Youth Institution (M, W, Th)
42 Jarvis Street, Cheshire, CT 06410
203-806-2553 (no voice mail)

To schedule a visit, email MansonYI.profvisit@ct.gov

Professional visits can be scheduled Monday through Friday between 9 AM and 11 AM and between 12:30 PM and 2:30 PM

Kamara Amaker - Detention & DOC Liaison
(Hartford CC, Bridgeport CC and Bridgeport Detention Center)
Kamara.Amaker@ct.gov

Bridgeport Juvenile Detention Center (T, W)
60 Housatonic Ave, Bridgeport, Ct 06604
203-579-6548

To schedule a visit, you may call 203-579-6548 and ask to speak to any available CPO

Hartford Correctional Center (M, Th)
177 Weston Street, Hartford, CT 06120
959-200-3058 (no voice mail)

To schedule a visit, email Kamara Amaker or Hartford.ProfVisit@ct.gov

Bridgeport Correctional Center (F AM)
1106 North Ave., Bridgeport, CT 06604
475-225-8113

To schedule a visit email Bridgeport.ProfVisit@ct.gov or hilda.cardoso@ct.gov

Karen Keatley- DOC Liaison
(York CI, New Haven CC, Corrigan, Radgowski, MacDougall)
Karen.Keatley@ct.gov

York Correctional (W,F)
201 West Main Street, Niantic, CT 06357
860-451-3161

To schedule a visit, email York.profvisit@ct.gov

Corrigan Correctional – (Th)
986 Norwich-New London Tpke, Uncasville, CT 06382
860-848-5713

To schedule a visit, e-mail corrigan.profvisit@ct.gov

Radgowski Correctional - (TH)
986 Norwich New London Tpke, Uncasville, CT 06382

To schedule a visit, email radgowski.profvisit@ct.gov

New Haven Correctional Center – (T)
245 Whalley Ave., New Haven, CT 06511
203-937-2505

To schedule a visit, email [New Haven.ProfVisit@ct.gov](mailto:NewHaven.ProfVisit@ct.gov).

MacDougall Correctional-(M)
1153 East Street South, Suffield, CT 06080

To schedule a visit, email macdougall.Profvisit@ct.gov

Updated 12/1/17

HELPFUL INFORMATION

If you need to speak with an inmate at any other facility, please complete the attached form and send to one of the Liaisons.

1. To schedule a visit at DOC, you should go to ct.gov/doc then click the [attorney/professional visit](#) link on the top left corner of the website. Each facility email will show which links to click on.

Professional visits are contact visits. Anyone other than DCF or a contracted agency will have a no contact visit (including foster parents).

2. To find out where an inmate is and where to find the inmate number, you can go on the DOC website under inmate search to obtain that information.
3. The next court dates are on the judicial website
4. If you would like to schedule a tour of one of the DOC facilities where there is a liaison, please email the liaison to request dates and times of the tour.
5. If DCF is serving a 96HH or an OTC, you should notify one of the liaisons prior to the inmate being served. The Liaison will connect with the facility so the right support is offered to the inmate.
6. Unsented inmates have limited access to services. Most services in the jails are for crisis intervention only.
7. Correctional Counselors are NOT mental health staff. They meet the inmate's day-to-day needs (calls to attorneys, court-ordered program calls, jail credit, hygiene products, etc)
8. Correctional Counselors have approximately 130 inmates on their caseload. Sometimes they are covering multiple units which could bring them up to 260 inmates.
9. One or two Correctional Officers are assigned to 130 inmates.
10. Inmates have to write requests for everything. DOC has 15 business days (3 weeks) to respond to the inmate request.
11. Inmates are allowed 2 legal calls a month. The calls are limited to 10 minutes.
12. DOC will typically allow 15 minutes for a DCF call. If you need more time, you should schedule a visit.
13. DCF liaisons and DOC staff have to work around facility operations - count times, shift change, etc. Calls can be scheduled, but it is an approximate time. If you only have a 15 minute window, you should identify another timeframe.
14. If you schedule a call and are not available, you should have your supervisor speak to the inmate. Inmates automatically assume something happened to their child or DCF removed

their child when they are scheduled to speak with DCF. Their anxiety level immediately increases which can cause a safety issue for the staff and other inmates.

The DCF Liaison role at Detention and DOC:

DCF's role at the Department of Correction with the Juvenile and Youthful Offenders:

- Identify who is involved with DCF
- Notify DCF of the intake
- At the time of intake see DCF youth within the first business day and explain DOC procedures and expectations
- DCF involved youth seen bi-weekly
- DCF committed youth seen weekly
- Assist in contacting DCF Social Workers
- Notify DCF regarding change in status at DOC
- Follow-up with concerns while at DOC
- See youth upon request of youth or staff
- \$50 monthly commissary payments for DCF youth
- Facilitate ACR contact
- Participate in multidisciplinary team meetings
- Facilitate discharge planning
- Facilitate case conferences on an as needed basis
- Facilitate re-entry and/or voluntary service referrals to DCF
- Provide DOC staff with mental health/medical concerns for DCF youth as requested
- Attend PPTs for DCF committed youth
- Provide information to DCF staff regarding DOC procedures, court dates, and general troubleshooting
- Communication with outside providers (Judicial, OCA, DMHAS, evaluators, offender's family) regarding youth's needs
- Respond to OCA inquiries regarding youth at DOC

DCF's role at the Department of Correction with the adult offenders:

- Identify who is involved with DCF
- Notify DCF of the intake
- Facilitate communication between parents and their DCF SW
- Facilitate communication between DCF involved youth (over 18) with DMHAS
- Facilitate ACR contact
- See parents as requested through the inmate request system and/or DCF SW
- Serve DCF 96 HH paperwork and explain
- Explain DCF policies and procedures regarding removal of children, process of placement, reunification, termination of parental rights, placement options
- Explain differences in different court systems, attorney's responsibilities
- Make referrals to mental health, as needed and follow-up
- Notify DCF SWs of client's progress, disciplinary issues, possible resources, court dates
- Answer questions for SWs regarding their clients (court dates, charges, sentence, discharge dates, where are children, parole contact, counselor contact, visiting hours, DOC contacts, etc)
- Answer questions for the DOC regarding the DCF policies and procedures