

## Hartford Correctional Center Visiting Schedule

All visits at HCC are non-contact and allow for two civilian visitors per inmate. The modified visiting schedule will allow for two visits per week with each unit getting the opportunity for both day shift and second shift visits as well as weekend visits. The visiting schedule is separated by individual housing units. The updated visiting schedule allows for “dorm” inmates to be allotted one more visit per week than the “block” inmates due to the higher number of inmates housed in the dorms (roughly +60% more). South Block, Special Management inmate visits will be scheduled in advance and be accommodated on Wednesdays.

### Screening Process:

- Visitors shall utilize the hand sanitation dispenser to sanitize hands upon entering and exiting the facility.
- All visits must be prescheduled. Visiting requests shall be submitted to the facility at least 72 hours in advance utilizing the link found on the HCC Website. Visit Requests are processed Monday thru Friday between 8:00am and 3:00pm, except on State observed holidays. Only one visit may be scheduled at a time. A visit is not scheduled until the visitor receives confirmation from facility staff. Visitors who attempt to visit an inmate without a confirmed appointment will not be accommodated.
- Visitors (excluding children under the age of two) shall don face coverings while in the building. It is recommended that visitors show up 15 minutes prior to the start of visits. Upon arrival visitors will remain in their vehicle and wait to be called on the cell phone number you provided during the scheduling process.
- Prior to approaching the visiting window visitors will be screened for COVID-19 symptoms and their temperatures read. Any visitor with a temperature over 100.4 will not be allowed entry. Any visitor that answers yes to any screening questions will be denied entry. Any visitor that refuses the screening requirements shall be denied entry.
- No visitor, except privileged and professional, shall be allowed to enter a correctional facility if they reside in a state that is currently under Connecticut’s travel advisory as defined by Executive Order No. 7111
- Once checked in by lobby staff visitors proceed to the visiting room for assigned seating after passing security screening protocols. All visitors will be required to pass a metal detector. To expedite entry into the visiting room please refrain from wearing clothing containing metal. Connecticut Department of Correction dress code still applies (see form AD10.6 Attachment A)
- Upon entering the Visiting Room the visiting officer will supply each party with a paper towel, sprayed with an approved disinfectant to wipe down the phone and table.

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9:00am to 10:30am	West 1	East 1	Professional/ Privileged Visiting/South Block (Special Management) ONLY	Dorm 1	Dorm 3	Dorm 2	Dorm 4
1:30pm To 3:15pm	West 2	East 2	Professional/ Privileged Visiting/South Block (Special Management) ONLY	Dorm 3	West 3	East 3	Dorm 2
7:00pm To 8:15pm	West 3	East 3	Professional/ Privileged Visiting/South Block (Special Management) ONLY	Dorms 2	West 1	East 1	Dorm 1
8:30pm To 9:45pm	Dorm 2	Dorm 1	Professional/ Privileged Visiting/South Block (Special Management) ONLY	Dorm 4	West 2	East 2	Dorm 3

- COVID Max Capacity = 20 with an additional 8 booths dedicated for video visits
- Each unit will have 2 visits per week.