

KERN COUNTY SHERIFF'S OFFICE

Detentions Bureau Policies and Procedures

TITLE: VISITING – LEGAL

E-300

EFFECTIVE:	REVIEWED:	REVISED:	UPDATED:
July 07, 2014	07-11-24		07-11-24

APPROVED BY: Detentions Bureau Chief Deputy Cindy Cisneros

REFERENCE: Title 15, Section 1068, C.C.R.

POLICY

Attorneys and their representatives shall have unlimited visitation with incarcerated people. Attorneys and their representatives will be allowed to visit at any time of the day or night, including feeding times. The shift supervisor shall have the discretion to deny, or delay, an attorney visit with an incarcerated person if in the opinion of the shift supervisor the visit cannot be conducted safely at the time or the request. They shall register with the appropriate staff who will record the time in and out of the facility for each visit.

Attorneys and their representatives shall not bring into the facility any recording equipment or camera equipment without the approval of the Division Commander or Shift Supervisor. Legal visitors will be allowed confidential consultation with the incarcerated person.

DEFINITION

Legal Personnel are defined as: Attorneys, legal aides, legal clerks, paralegal, and private investigators employed by law firms.

Procedure A. Attorneys

Staff will:

- Check the identification and confirm legal status of the attorney. They must possess:
 - A California State Bar card.
 - A valid state Driver's License or identification card.
- Contact the Shift Supervisor if the attorney cannot provide complete identification.

- Check the JMS for the incarcerated person's housing location.
- Have the legal personnel sign a visitor's slip.
- Allow the attorney into the designated area.

The Officer will:

- Allow the attorney into the designated area.
- Examine all briefcases and hand carried items for contraband and weapons.
- Notify the incarcerated person that they have a visit.
- Escort the incarcerated person to the attorney's visiting area.
- Return the incarcerated person to the appropriate housing area upon completion of the visit.

DIRECTIVE #1

Staff will follow the guidelines established under Attorney Visiting, in addition to the following:

Procedure B. Legal Aides, Legal Clerks and Paralegal**Staff will:**

- Check the identification and confirm legal status of visitor. They must have:
 - A letter of authorization from the incarcerated person's attorney on the attorney's office letterhead or court order.
 - A valid state Driver's License or picture identification.
- Contact the Shift Supervisor if the visitor cannot provide complete identification.
- Check the JMS for the incarcerated person's housing location.
- Contact the appropriate officer and verify the incarcerated person is in the facility.
- Have the visitor fill out a visitor's slip and issue them an ID tag/slip.

Procedure C. Private Investigators Employed by the Law Firms**Staff will:**

- Check the identification and confirm legal status of the private investigator. They must possess all of the following:
 - A letter of authorization from the incarcerated person's attorney on the attorney's office letterhead or a court order.
 - A valid state Driver's License or picture identification.
 - Private investigators credentials issued by the Department of Consumer Affairs.
- Contact the Shift Supervisor if the visitor cannot provide complete information.
- Check the JMS for the incarcerated person's housing location.
- Contact the appropriate officer and verify the incarcerated person is in the facility.
- Have the visitor fill out a visitor's slip and issue them an ID tag/slip.