

## **Attorney Video Visitation Procedure**

Visitation time: 0900 to 1800

To schedule an appointment, attorneys call 385-4512 beginning at 0730. Attorneys, please limit appointments to 30 minutes. Currently there are no night or weekend appointments.

The doors to visitation will be locked, attorneys will be screened inside the foyer of visitation for any covid 19 symptoms and a temperature check (no touch device) will be conducted. Once cleared by the deputy, the attorney will be allowed to enter the VBCC visitation area. Deputies will allow only one attorney at a time to check in with the clerk. Attorneys must provide a mask to be worn at all times, inside the facility. (Hand sanitizer will be provided)

Once the check in process is complete the attorney will proceed to the assigned station. There are 6 attorney stations in visitation. Once the visit is complete, the attorney will check out with the clerk and the station will be cleaned.

Note: Attorneys can have more than one client, please coordinate with the clerk to ensure you have time to complete your business. If attorneys have paperwork to be signed, the clerk or deputy will notify a supervisor to take the paperwork to the inmate and return it.