

be required to clean up your eating area and any mess you make. You will be responsible for returning your trays and utensils to the food cart. All uneaten food, utensils and containers must be returned. No food or other kitchen items will be kept in your cell.

SPECIAL DIETS

The only special diets recognized by the Broome County Sheriff's Correctional Facility are those required for verified medical or religious reasons. To obtain a religious diet, you must request the diet during the admittance procedures, or submit a request form to the Programs Lieutenant, prior to mealtime. To obtain a medical diet, you must submit a request form to see the Facility Medical Physician. The Physician will be responsible for ordering all medical diets.

VISITING

It is your responsibility to notify and contact your visitors. You will be notified of a visit if you are out of the unit for programming, medical services or legal events.

With the exception of the initial visit all visits will be contact visits unless otherwise specified. Any violation of the visitation rules can result in restriction of your visiting privileges. The visiting schedule will be as follows:

General Housing	Monday	9:00 AM - 11:30 AM 1:00 PM – 2:30 PM 3:30 PM - 4:30 PM 6:00 PM - 10:00 PM
	Tuesday	1:00 PM - 2:30 PM 3:30 PM - 4:30 PM
	Wednesday	10:30 AM - 11:30 AM 1:00 PM - 2:30 PM 3:30 PM - 4:30 PM 6:00 PM - 10:00 PM
	Thursday	9:00 AM - 11:30 AM 1:00 PM - 2:30 PM 3:30 PM - 4:30 PM 6:00 PM – 10:00 PM
	Friday	9:00 AM - 11:30 AM 1:00 PM - 2:30 PM 3:30 PM - 4:30 PM

I/Max-Female & Special Housing	Tuesday	9:00 AM – 11:30 AM
	Friday	6:00 PM – 10:00 PM 6:00 PM - 8:15 PM
F-Pod / Restricted/Medical	Tuesday	9:00 AM - 11:30 AM 6:00 PM – 10:00 PM
	Friday	6:00 PM - 8:15 PM
D-Pod Special Housing	Wednesday	9:00 AM - 10:15 AM
	Friday	8:30 PM - 10:00 PM
C Pod Multi Use	Mon – Fri	1:00 PM – 2:30 PM 3:30 PM - 4:30 PM
	Monday	6:00 PM – 10:00 PM
	Wednesday	6:00 PM – 10:00 PM
	Thursday	6:00 PM – 10:00 PM

Visitation will be closed Saturdays, Sundays and on all Broome County holidays. Consult your housing area bulletin board for details. The facility reserves the right to change, alter or re-assign visitation times as needed.

NOTE:

General Housing inmates are allowed one (1) hour of visitation during the afternoon hours and one (1) hour of visitation on the evening hours per week. It is the responsibility of each inmate to set up his or her visitation times. You will only be allowed to receive your visitation on those scheduled times and will not be allowed to break up your allotted times to different hours and days. You may lose up to 1 hour of visitation time/ week for disciplinary offenses. Visitation schedules will be changed due to holidays and changes will be posted on the bulletin boards.

There is also in addition to contact visitation the option for inmates to purchase video visits through the inmate tablet system. Information about this service is available from your housing unit officer. Rates for this service are set by the tablet provider. Violation of visitation rules during video visits will result in the loss of your video visitation option for a time period dependent on the violation.

VISITATION RULES

*Violation of visiting rules may result in banning of your visitor, changing your visitation status to non-contact, or arrest, as deemed to be appropriate.