



U.S. Department of Justice  
Federal Bureau of Prisons  
Federal Medical Center  
Fort Worth, Texas

## FMC Fort Worth Temporary Visitation Plan

**OPI:** Correctional Svcs  
**Number:**  
**Date:** September 22, 2020  
**SUBJECT:** Temporary Social  
Visiting Plan

- PURPOSE AND SCOPE:** The purpose of this supplement is to implement the Program Statement regarding the temporary social visiting regulations. This institutional supplement specific to the Federal Medical Center (FMC) in Fort Worth, Texas, should read in conjunction with the governing Program Statement for a complete understanding of all applicable regulations.
- Cleaning/Screening Procedures/PPE:** Visitors entering FMC Fort Worth are required to complete a medical screening form and receive a temperature check. This will be conducted by FMC Fort Worth medical staff or contract medical staff. Temperature checks will be conducted with a no contact thermal scanner. Visitors will be provided a surgical mask, which is required to be worn at all times. Surgical masks can be worn over visitors personal face coverings. Visitors will be screened into the facility one at a time to ensure proper social distancing. Families are authorized to screen in together. FMC Fort Worth staff will ensure all areas of the screening site are properly sanitized after visitors or staff process through.
- FMC Visiting Room Capacity and Procedures:** In an effort to allow for proper social distancing, the Visiting Room will be limited to twelve inmates at any given time. Each inmate will be authorized two adult visitors, with up to two children under the age of five. In the event two visitors and two children enter the visiting room, the children must remain on the visitor's laps. Seating in the Visiting Room is limited to two

seats per visitor, therefore, children over the age of five will count as an adult visitor.

4. **FMC Visiting Days:** Visitation at FMC Fort Worth will be conducted seven days a week. Hours of visitation will be 8 a.m. until 3:30 p.m., including holidays.
5. **Unit Rotation:** Visitation will rotate on a weekly basis. This will allow for each housing unit to visit on alternate days throughout the month. The rotation will continue through the next month.
6. **FMC Visiting Schedule:** Inmates will need to sign up for visitation through their respective Unit Team. Sign up will be processed in alphabetical order, and the order will rotate to ensure all inmates are afforded the opportunity to visit on differing times and days. Inmates will be given an am and pm block to sign up. Visitation is limited to a one hour time block in the am and one hour time block in the pm. This will allow time to ensure sanitation is completed prior to the next visitation block. Inmates are not authorized to switch, or give their visiting times to other inmates.
7. **Jail Unit Visiting Capacity:** The Jail Unit will be limited to four visitors per visiting period. The Jail Unit will follow all other guidance as the main visiting room.
8. **Jail Unit Visiting Days:** Visitation days will continue as previously posted. Visitation days are Sunday and Monday, and Thursday through Saturday. Jail visitation will be closed Tuesday and Wednesday.
9. **Jail Unit Visiting Schedule:** In order to allow all Jail inmates' access to visitation, inmates will be authorized to sign up for visits as stated in Institutional Supplement, Visiting Regulations, FTW 5267.09(A) Dated March 28, 2018.
10. **Special Housing Visitation:** General population inmates housed in Administrative Detention (AD) or Disciplinary Segregation (DS) will visit in the Special Housing Unit (SHU), non-contact visitation room. These visits are ordinarily restricted to immediate family only. The Front Lobby Officer will process the visitor in the same manner as if the visitor was visiting an

inmate in general population. Once the visitor has been cleared to visit they will be escorted to the SHU multipurpose room. The visitors will have one hour to visit. After completion of their visit, the visitor will be escorted back to the Front Lobby.

**11. Inmate Responsibilities and Expectations:** It is the inmate's responsibility to ensure they make contact with a member of their Unit Team to schedule a visit. Inmates are expected to ensure their family is aware of the scheduled date and time of the visit. Inmates are required to wear proper facial coverings. Facial coverings with any writing or graffiti are not authorized. Inmates are also required to wash their hands prior to and after the social visit. There is absolutely no contact with the visitor, which includes an embrace at the beginning and end of the visit.

**12. Visitor Expectations:** Visitors are not authorized to arrive at the facility more than thirty minutes prior to their scheduled visit. Visitors are required to complete the medical screening form and wear a surgical mask provided by FMC Fort Worth. Staff may require masks to be removed in order to provide proper identification.

**13. Vending and Personal Belongings:** There will be no vending services in the Visiting Room. Visitors will not be authorized to bring cash, as the vending machines will not be in service. Visitors with babies will be authorized one unopened jar of baby food and formula. Life sustaining medications will be authorized. Ordinarily, the only type of keys allowed into the institution will be vehicle keys. Visitors are not allowed to bring any items to be given to the inmate.

Approved by:



Warden

**DISTRIBUTION:**

Warden

Associate Wardens

Executive Assistant/Jail Administrator

Department Heads