



## Enhanced Sanctions Guide

### Loss of Visitation and Phone Restrictions

Inmates convicted of any drug-related offense at a disciplinary hearing or by acceptance of the Penalty Offer will lose all visitation (in-person, video, contact, and non-contact) and telephone privileges, except with an attorney or member of the clergy, for a period of:

- First Offense - No less than one year and up to two years.
- Second Offense - No less than two years and up to three years.
- Third Offense - No less than three years and up to four years.
- Fourth Conviction - Five years.

### Request for Reinstatement of Visitation and Phone Privileges

After the minimum period of loss, the inmate may submit a written request to the Regional Operations Chief requesting reinstatement of their visitation and phone privileges. To have visitation and phone privileges reinstated, an inmate must:

- Successfully complete the recommended substance use disorder treatment program,
- Remain drug-free (no positive drug screens) for the minimum period of loss, and
- Not receive any new drug-related disciplinary convictions during the minimum period of loss.

### Regional Operations Chief Review

The Regional Operations Chief will review the inmates record and treatment progress to determine whether the inmate's privileges should be reinstated, or the restriction continued for an additional one-year period.

If an inmate is unable to complete the recommended substance use disorder treatment program for reasons outside of the inmate's control, the Regional Operations Chief will not penalize the inmate. The Regional Operations Chief will review the inmate's disciplinary record and drug screens to determine whether privileges should be reinstated, or the restriction continued.

The Regional Operations Chief will provide a written response to the inmate within 30 working days of the date the written request was received.

### Appeal to Chief of Corrections Operations

If the Regional Operations Chief denies reinstatement of the inmate's privileges, the inmate may submit a written appeal to the Chief of Corrections Operations.

The inmate must submit the written appeal within 15 calendar days of the Regional Operations Chief's written response. Appeals to this level must be mailed directly to the Inmate Discipline Unit.

The Chief of Corrections Operation will provide a written response to the inmate within 60 working days of the date the appeal was received.

The decision of the Chief of Corrections Operation is final, and no further appeals are available to the inmate.

