

## ITEMS BROUGHT TO VISITATION:



- Medication, herbal supplements, or vitamins of any type are not permitted to be provided to patients. If a visitor requires medication, the visitor will be allowed to leave the Visitation Area to take medication.
- Patients may accept small packages from visitors. Visitors are asked packages remain unsealed to insure that items can be inspected by staff. Please keep in mind some items such as glass or aerosol cans are not able to be kept in patient bedrooms. These items are considered supervised items. Items requiring staff supervision will be removed and made available to the patients consistent with hospital policy.
- All approved, non-perishable items received by the patient will be placed on the patient's personal inventory list.
- No recording devices (video or audio) are permitted in the buildings to respect the privacy of all individuals receiving treatment. Personal music devices like Walkman should not have metal antennas. Radios are available for purchase from Canteen.

## MONETARY GIFTS:

The following guidelines should be followed for sending checks and money orders to patients:

- Checks and money orders may be made payable to the patient or Central State Hospital.
- The correspondent should ensure that the check or money order includes the name of the patient for whom the funds are intended along with a building number or patient register number.
- Checks or money orders should be mailed to:  
*The Cashier's Office*  
*Central State Hospital*  
*P.O. Box 4030*  
*Petersburg, VA 23803*
- All funds must be deposited into a Patient Fund Account; patients are unable to have cash on their person.



# CENTRAL STATE HOSPITAL BUILDING 96



## VISITATION GUIDE



## VISITATION POLICY

Patients in Buildings 96 are provided the opportunity to visit with persons of their choosing, provided such visitation does not compromise the safety and security of other patients, visitors, and staff. Visitation is permitted in designated areas within the Civil Units. Treatment Team approval may be requested for visitation outside of the designated areas.

## VISITOR RESPONSIBILITIES



- All visitors must present valid government or state issued photo identification to the staff at time of entry. If a visitor is unable to produce valid identification, the Charge Nurse may permit the visit after speaking with the visitor.
- Visitors must be fully clothed and free of sexually provocative attire; otherwise the visitation may be declined.
- Visitors are requested to wait in a designated area until the visit is announced.
- Visitors will permit an inspection of all personal items and childcare items before entering the visiting area.

Items that are considered contraband must be stored in personal vehicles.

Anyone declining inspection of personal items will not be allowed to visit.

- Children under 16 years of age must be accompanied by a parent or legal guardian. Exemptions may be made by the patient's physician, Medical Director or Hospital Director's designee in advance.
- Cell phones, photographs and videos are not permitted in the visitation area unless pre-approved by the Treatment Team. Photographs and recordings of patients must be approved by the Hospital Director.

## GENERAL REQUIREMENTS

- Due to space limitations, visits are limited to 30 minute increments. If no visitors are waiting to use the rooms, visits may be extended.
- Visitors showing signs of impairment or aggression will be denied permission to visit and the Special Conservators of the Peace at the Department of Public Safety will be notified.



## VISITATION HOURS



- Monday thru Friday  
5:30 pm – 7:30 pm
- Weekends, Holidays and Non-Treatment Mall Days  
9:00 am – 3:30 pm

**Special visits may be arranged outside of the normal visitation hours. These arrangements should be made through the Treatment Team and communicated with the Nursing Supervisor to ensure arrangements are made. Similarly, any special requests should be coordinated with the Treatment Team prior to the visit.**

If you have any questions or concerns during your visit please ask to speak with the charge nurse and they will address your concerns.

