

**COMMUNITY, COUNSELING, AND CORRECTIONAL SERVICES, INC.,  
WATCH-EAST PROGRAM**

**VISITATION RULES AND REGULATIONS:**

**We are a Community based Program. These rules have been established in order to provide a safe, secure and functional Therapeutic Environment.**

**Please take a few minutes to review these rules.**

**We encourage that you carpool. The neighbors appreciate this as it reduces traffic.**

**The following items are not allowed on the WATCH-East Premises:**

Cell Phones, Alcohol, Tobacco/Paraphernalia (no smoking in the parking lot), Firearms, knives of any sort and any other Weapons. If you have these items in your possession, you will be asked to return them to your vehicle.

**Disability Accommodation:** If you have a health problem, injury, or physical or mental disability and are needing assistance or accommodation in entering any of our facilities, please contact: Mike Nephew, Program Administrator: (406) 377-6001 ext. 2110 or via email: [mnephew@cccscorp.com](mailto:mnephew@cccscorp.com)

- Purses, wallets, handbags, cameras, backpacks, cell phones and other carry in items will not be allowed in the building. These items should be left in your locked vehicle, as we are not responsible for them.
- Visitors will not be allowed to bring food/drink into the building. No baked goods, fast food, restaurant items, fruit, vegetables, pop, water, etc... (coffee/water is provided during the meetings)
- *Pets or livestock are not allowed on CCCS WATCH property with the exceptions of service dogs. You will be required to provide proof of certification.*
  
- No one can leave the designated area or return if you have to leave for any reason with the exception of using the rest rooms.

**Admittance:**

- Picture ID required.
- Must be 18 years old or older
- Volunteer visitor application must be approved prior to attendance
- You must attend an orientation of the rules prior to volunteering  
-this will be scheduled by the Security Coordinator or designee

**Dress Code:**

- Visitors must be dressed in a manner that will not distract, disturb, or be offensive to other visitors, family members, or staff.  
**See Attachment on Dress Code.**

**Denial or termination of visit:**

- Visitors that are under or suspected to be under the influence of drugs or alcohol.
- Refusal to submit to search procedures.
- Refusal or failure to produce sufficient identification or the falsifying of identification by the visitor.
- Violation of facility rules by a visitor or Family Member (offender)
- Passing of any type of object, paper, etc... directly to the Family Member (offender) without Security Staff approval.
- Failure to respect other persons in the facility.
- Inappropriate display of affection, suggestive activity, or inappropriate dress.

- Touching of any sort, hug/side hug/pat on back, etc is not tolerated. We must comply with PREA (Prison Rape Elimination Act) standards which makes inappropriate touch of any family member subject to prosecution by authorities
- Failure to disclose sexual misconduct or breach of conduct by staff and/or family members in reference to the PREA conditions
- Visiting with Family Member (offender) is not allowed outside of the meeting topics
- Other conduct or conditions deemed by the Security Shift Supervisor to be disruptive to visiting, operations, or to security and good order.
- Excessive profanity is not tolerated
- Denial of your Probation/Parole Officer
- Should anyone violate any rules or procedures, he/she will not be allowed to return

Please exit the building directly following the meeting.

Thank You,

Security Staff  
**(406)377-6001 #2115**

**COMMUNITY, COUNSELING, AND CORRECTIONAL SERVICES, INC.,  
WATCH-East PROGRAM  
Attachment**

**VISITORS DRESS CODE**

**This code applies equally to men, women and all children above the age of ten. Visitors must be dressed in a manner that will not distract, disturb or be offensive to other visitors, family members/clients, or staff in the visiting areas.**

**These items of clothing will not be allowed in the Visiting area:**

- Spandex tops or pants
- Shorts any higher than 2 “ above the knee
- Transparent (any visibility through a top, skirt, or pants) clothing without the proper under garments (bra, slip, and underwear) and top or dress showing excessive cleavage.
- Vest (down-filled type)
- Any skirt or dress higher than 2” above knee.
- All shirts and tops must cover the midriff area at all times.
- Hats or caps (unless worn for religious reasons)
- Head scarves (unless worn for religious reasons)
- Tank-type tops are not allowed as an outer garment. All tops, shirts or blouses must have sleeves. Must be worn with a bra, and must not be excessively low cut.

**Any article of clothing worn into the Visiting Room may not be taken off when visiting. During winter months Security will allow coats and outer gear to be worn into the facility however, outerwear will stay in the vestibule and is subject to search by Staff.**

**THANK YOU FOR YOUR COOPERATION**

Zeke Beeber

Zeke Beeber  
Security Coordinator