



*San Diego County*

**SHERIFF**

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## TRAINING BULLETIN

### Professional Contact Visits

The purpose of this training bulletin is to familiarize sworn staff of the common practices when managing a professional contact visit at their facility. To prevent contraband from entering our detention facilities, a deputy's priority is to ensure a proper search of the professional visitor's belongings is conducted. A proper custodial search of the Incarcerated Person (IP) shall also be completed prior to the start of a professional visit and upon completion of a professional visit. These consistent practices will deter and prevent potential contraband from entering our detention facilities.

To remain consistent with the professional contact visit procedures and to prevent contraband from entering our facilities, please adhere to the following practices:

#### **Check in:**

Once the professional visitor checks in, the deputy will thoroughly check for contraband before allowing them access to the professional visit area. Deputies will inspect visitor's bags, binders, items, etc., to ensure no contraband has been concealed within their belongings. To ensure the professional visit room is clear of contraband or trash, the deputy will inspect the area prior to anyone entering the room.

#### **Before:**

A deputy will escort the IP to the appropriate professional visit area. Prior to placing the IP inside the professional contact visit room, the escorting deputy will ensure the IP and the visit room has been thoroughly searched for contraband. The deputy will conduct a custodial pat-down search of the IP to eliminate the possibility of any contraband being distributed between both parties.

#### **After:**

At the conclusion of the professional contact visit, a deputy will conduct another custodial pat-down search of the IP, prior to them returning to their assigned housing location. It is important to conduct a thorough search to prevent ANY contraband entering the housing units.



### **Systematic Approach for ALL Person Searches:**

**A deputy's first goal when conducting a person search is to maximize their safety. By following a systematic approach and process while conducting a person search, deputies are less likely to overlook concealed contraband, drugs, or dangerous weapons.**

**A systematic search should include the most likely areas where any contraband, drugs, or a weapon might be hidden. This includes, but is not limited to, the subject's:**

- **Front Waistband**
- **Upper Body (Including the chest, armpits, sleeves, and sides)**
- **Back (Including the rear waistband and buttocks area)**
- **Lower Body (Including the legs and ankles)**
- **Clothing (Socks, underwear, rolled-up pant legs, underneath wristband, inside hands, etc.)**

The professional visitor will remain in the professional visit area until the deputy clears the IP of any contraband. Once the IP has been cleared to return and no contraband was found, the professional visitor will be allowed to leave the professional visit area.

At any point in time if the deputy has reasonable suspicion of contraband being passed during the professional visit, they can request K-9 to stand by while they conduct their search. Deputies should continue being methodical in their efforts to prevent contraband from entering detention facilities.

**For more information, please refer to Sheriff's Department Detention Service Bureau Policy and Procedure [P.15 – Professional Contact Visits](#).**