

## ITEMS BROUGHT TO VISITATION:



- Visitors may not bring medication to the visit. If necessary, the visitor will be allowed to leave the Visitation Area to take medication.
- Items defined as contraband will not be permitted in the Visitation Area. If visitors would like clarification about what is permitted into the visitation area, please discuss this with the patient's social worker or discharge planner prior to your visit.
- Visitors may not bring gifts, food, or money into the visitation area. Gifts, packages, and money may be mailed to the facility.
- We encourage visitors' to leave all personal items in your car other than jackets/coats, keys, and state issued identification cards. Any items brought into the building must be left in the lobby locker, or designated area.



## 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

- Patients may receive cash in the mail; however, the hospital cannot assume responsibility for any lost or stolen cash that is sent through the mail. Sending cash via mail carries inherent risks.
- Individuals are encouraged to deposit all money more than \$40.00 into their Patient Fund Account.
- All funds not deposited into a Patient Fund Account and kept by the patient are the property and sole responsibility of the patient. Central State Hospital will not be responsible for the funds.

# CENTRAL STATE HOSPITAL BUILDING 96



## VISITATION GUIDE

Revised  
9-5-23

## 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. Please note, Treatment Team approval may be requested for visitation outside of the designated areas.

Upon admission, individuals will undergo an initial period of observation and assessment to ensure their health and wellbeing. This period will last for 30 days from admission. During the assessment period, individuals will not have access to in person visitation. Virtual visitation will be available during the assessment period.

## PLANNING FOR YOUR VISIT

- All in person and virtual visits must be scheduled through the team Discharge Planner or Social Worker by 4pm the day prior to the day of the visit.
- Individuals will not be permitted to visit unless they have a scheduled visit. Visitors may not meet patients on grounds during unescorted grounds privilege times without explicit treatment team approval in advance.
- All visitors aged 18 and older must present a valid government or state issued photo ID and sign the Visitor Record upon arrival. If an individual is unable to produce a valid government or

state issued photo ID, the Charge Nurse is to be notified and the visit may be cancelled.

- Children aged 17 or under need to be accompanied by a parent or legal guardian, unless an exemption is granted in advance by the attending physician/nurse practitioner, Medical Director, or Hospital Director's designee.
- 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. Please leave pocketbooks or non-essential items in your vehicle. Items that are considered contraband must be stored in personal vehicles. Anyone declining inspection of personal items will not be allowed to visit.
- Cell phones, photographs and videos are prohibited in the visitation area. Photography or recording during visitation requires authorization from the Hospital Director or designee.

## GENERAL REQUIREMENTS

- Due to space limitations, visits are limited to 45-minute increments. If no visitors are waiting to use the rooms, visits maybe extended, at the discretion of the charge nurse.
- Individual are permitted a maximum of 3 visitors. Special accommodations may be made with advanced notice to and consideration by the Treatment Team.

## VISITATION HOURS

- **Monday thru Friday**  
5:30 pm – 7:30 pm, the last visit will be scheduled at 6:30 pm.
- **Weekends, Holidays and Non-Treatment Mall Days**  
9:00 am – 3:00 pm, the last visit will be scheduled at 2 pm.

Special visits may be arranged outside of the normal visitation hours. These arrangements must be made through the Treatment Team and coordinated with the Nursing Supervisor 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.

