

 <p>NH Department of Health & Human Services Division for Children, Youth & Families</p>	DCYF Standard Operating Procedure	
	2070.3 PROFESSIONAL VISITS	
	Policy Directive: 22-09	Approved:
	Effective Date: June 2022	
Implements Policy: 2070	Joseph E. Ribsam, Jr., DCYF Director	

This SOP defines SYSC's process for youth's professional visitors.

Procedure

The following information is to support the implementation of the above referenced policy. This document shall not preclude staff from using their professional judgement based on individual circumstances, consistent with the requirements of the policy.

- I. All youth will have the opportunity to receive professional visits.
- II. Professional visits include, but are not limited to:
 - A. Attorneys;
 - B. Therapists;
 - C. JPPOs; and
 - D. CPSWs.
- III. Professional visitors will be approved by Clinical staff.
- IV. Professional visits occur on weekdays between 8:00 AM and 4:00 PM, unless otherwise authorized by the SYSC Administrator.
- V. Visits with professionals occur in designated areas that allow for appropriate security and privacy.
- VI. SYSC expects all professional visitors to:
 - A. Enter through the main entrance and check in with the Receptionist;
 - B. Provide positive proof of identification;
 - C. Undergo all required security screenings and searches; and
 - D. Agree to follow all visitation rules.

VII. Subject to inspection and at the discretion of the On-Duty Supervisor, professional visitors may bring items necessary to enable them to conduct their professional business with the youth into the facility.

VIII. Staff will escort professional visitors to and from their designated meeting location.

Glossary and Document Specific Definitions

A - B C - D E - F G - I J - L M - N O - Q R - S T - V W - Z

Document Change Log

PD	Modification Made	Approved	Date
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