

## FREQUENTLY ASKED QUESTIONS

**Q: What should I bring for identification purposes upon arriving to visit a TRAILS participant?**

A: Valid Drivers License or State ID, or; passport w/photo, or; governmental issued photo ID

**Q: Can I bring my cell phone?**

A: No. Please leave in your car.

**Q: Can I send a participant a package or mail?**

A: Yes but mail is opened and checked for contraband. Packages are not accepted for participants unless prearranged through Administration. Book or magazine subscriptions must be first cleared through the Property Officer.

**Q: What items CAN be mailed to a TRAILS participant?**

A: Letters and appropriate photos.

**Q: What is the expected timeframe before I am able to have a "Visit" with a Track 1 or Track 2 Participant? Is the TRAILS participant able to access an alternative form of visit in the interim?**

A: There is a two (2) week waiting period for Track 1/Track 2 participants during which time video visitation is provided.

**Q: Who do I contact regarding questions about the family/friend that is incarcerated at SCDOC?**

A: The participant is assigned a case manager and a clinician. There are also Officers and Administration that will all help along the way.

*The Sullivan County Department of Corrections encourages visiting by family, friends, and community groups to maintain the morale of the offender and to develop closer relationships between the offender and family members or others in the community. However our facility also reserves the right to restrict specific visitors when necessary to ensure the highest level of security of everyone and good order of the institution. Failure to abide by SCDOC's visitation rules and regulations will result in refusal to visit.*

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## SULLIVAN COUNTY DEPARTMENT OF CORRECTIONS TRAILS PROGRAM



SCDOC's TRAILS Program [Transitional Re-entry and Inmate Life Skills] is a residential minimum security treatment center for men and women. The TRAILS program is based on cognitive behavioral treatment which addresses:

- Criminal & Addictive Behaviors
- Healthy Relationships
- Substance & Alcohol Abuse
- Education
- Parenting
- Mental Health & Wellness
- Problem Solving
- Decision Making

Aftercare is often recommended for the most intensive treatment track. TRAILS offers the participants the tools for sustained recovery after release from the Sullivan County Department of Corrections.

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## WHAT EXACTLY IS TRAILS?

The SCDOC takes great pride in our "tailor made" TRAILS Program. TRAILS challenges our country's very high recidivism rates with a team of highly skilled Clinicians and program staff who teach evidence based programs in the Community Corrections Center [CCC]. This affords participants a very intensive rehabilitative program that encourages participants to make healthy life changes. This court- mandated program helps participants to come to understand they must earn their way out of the system. This therapeutic program works in concert with the local judiciary. Judges view TRAILS as an **opportunity** for participants to realize and maximize their true potential, while learning through such evidence based programs as:

1. Cognitive Behavioral/Life Skills groups (Thinking for a Change)
2. Prime for Life (Drug & Alcohol Education)
3. Job Readiness and Employment (Starting out)
4. Educational programs (HiSet Tutoring)
5. Helping men/women recover

The TRAILS program targets higher risk participants by:

1. Targeting those participants with higher probability of recidivism, and;
2. Providing the most intensive treatment available.

### TRAILS Key Program Activities

- ✓ All participants in TRAILS
- ✓ All participants leave with a discharge plan
- ✓ The discharge plan is coordinated with probation and providers
- ✓ Participants receive individualized attention from Clinical Staff



## SULLIVAN COUNTY DEPARTMENT OF CORRECTIONS CCC TREATMENT FLOW

### ASSESSMENT:

Staff complete an LSI-R Risk/Needs Assessment/ASI. Participants are placed in the program based on their level of Risk/Need.

**TRACK 1:** Attends all classes followed by one year of aftercare, **or;**

**TRACK 2:** Attends all or selected classes followed by limited or no Aftercare.

*Either Track 1 or 2 may go on to:*

**TRACK 3: Work Release/Programming**  
*Participants work full time and are encouraged to begin positive community connections.*

**TRACK 4: Post Release**  
*Participants may be transitioned to Electronic Monitoring or Probation Supervision with weekly Aftercare groups.*

**TRACK 5: Relapse Prevention**  
*Intensive program 30-60 days at Community Corrections – followed by enhanced aftercare for minor violations.*

**Sullivan County Department of Corrections does not discriminate** on the basis of race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, gender expression, age, height, weight, physical or mental ability, veteran status, military obligations, and marital status.

## VISITATION

*The Visitation schedule for Participants housed in the Community Corrections Center is (CCC):*

**Female Units:** 7 PM – 8 PM Tuesdays;

**Male Treatment Unit:** 7 PM - 8PM  
Wednesdays;

**Male Work Search/Work Release Unit:** 8:00  
AM – 9:00 AM Sundays;

**Male Flex Unit:** 1:30 – 2:30PM Sundays;

Track 1 participants must wait two (2) weeks before visits. Blocks of visiting times may be restricted to ensure an orderly flow of the facility or due to safety and security issues.

Visitation will be one hour in length. Each participant is permitted to have up to three visitors at one time, which includes children and infants.

Participants who are housed in the CCC that display poor behavior, failure to follow the rules or programming requirements may lose their privilege for face-to-face visits and only be allowed video visitation.

All visitors under the age of 18 must be accompanied by an adult who will be required to sit in the Reception Center along with the under aged visitor. Unaccompanied minors will not be permitted in the Reception Center.

Visitors are required to park in the visitor's marked parking area on the left side of the main entrance of the CCC or the top parking lot between the Nursing Home and the CCC. Visitors under the age of 18 who are married to a TRAILS participant must provide a valid marriage certificate prior to the start of the visitation session.

All visits are monitored and are subject to being recorded. Visitors may arrive no earlier than 15 minutes before the start of their scheduled visitation. Visitors who leave the Reception Center building before their session is over will not be permitted to re-enter.



**Visitors must be appropriately dressed** to include shirt and shoes. CCC staff will determine attire appropriateness, and may ask any visitor to leave if deemed to be inappropriately dressed. To learn specifics on this, see our website: <http://www.sullivancountynh.gov>

A visitor who demonstrates inappropriate conduct while visiting, or on the premises of The Sullivan County Department of Corrections facility and may be permanently banned from any future visitation.

**Inappropriate conduct shall be defined as:**

- Indecent exposure, or;
- Obvious physical impairment caused by drugs and/or alcohol, or;
- Any other action that could compromise the security or orderly operation of the facility.

Visitors with infants and small children may bring one [baby bottle, diaper, wipe & a blanket]. A hand carried baby carrier is permitted. NO strollers are allowed. Adults of unruly children will be asked to leave with their child and the visitation session will be terminated. Repeated behavioral problems will result in suspension from visitation privileges.

**Cell phones are not permitted in the reception center.** Visitors in possession of a cell phone will be asked to leave and have future visits suspended. If you plan to utilize our lockers for your personal items, you will need to have a quarter with you which is returned upon leaving.

Upon the conclusion of your visitation session you are to leave the premises. Loitering in the building, parking lot or on the property will not be permitted.

## MONEY

At the time of incarceration, all money in a participant's possession will be deposited in a non-interest bearing account with a receipt given to the participant. Should you wish to add to that amount, you may do so at any time. However, all deposits may be made only through the machine located at the entrance to CCC and also through the internet at [www.jailatm.com](http://www.jailatm.com). These funds may be withdrawn by the SCDOC for payment of commissary orders, medical co-pays, restitution, room/board, electronic monitoring, drug testing and some medical services with a receipt provided to the participant. Upon discharge, the remaining sum will be returned to the participant in the form of a debit card or check, either upon discharge or within 30 days.

## POSSESSIONS

Participants are given a list of approved articles allowed while incarcerated. Any deviation from this list must be approved by the Superintendent or designee. If you have any questions or concerns about these regulations, please speak with staff. Sullivan County is not responsible for property in a participant's possession during incarceration. All articles left at the time of discharge will be held for 7 business days and then disposed of at the discretion of the Administration.

## TELEPHONE

SCDOC provides telephone service to the participant population through Securus Technologies. All telephone calls are monitored and recorded electronically, excluding privileged calls to attorneys or counsel. Family or friends may prepay on their telephones to allow participants to place calls. For specifics on this, please go to the website.

<http://www.securustech.net>

Or call 1-800-844-6591

## MISSION

- ✓ .....to execute the court orders while providing the highest level of safety and security for our community, staff, and Participants;
- ✓ .....to provide a humane environment that promotes growth and rehabilitation for the offender to reduce recidivism;
- ✓ .....consistently striving to have a strong sense of duty and promote integrity, respect, loyalty, and teamwork in our daily actions setting a positive example for others to follow;
- ✓ .....to conduct ourselves in a professional manner and treat all Participants with respect;
- ✓ .....to offer all the opportunity to better themselves through programming, education and counseling;
- ✓ .....to encourage and empower them to take responsibility for their actions.

We will strive to do our best to never act in a manner that diminishes the integrity of our community, ourselves, fellow Officers or our facility. We will never seek personal favors or advantage in the performance of our duties.

## SCDOC VALUES

**P.....** PROFESSIONALISM  
**R.....** REHABILITATION  
**I.....** INTEGRITY  
**D.....** DIVERSITY  
**E.....** EXCELLENCE



## RESOURCES

Victim Witness Advocate Program: **603-863-8345**  
NH Alcoholics Anonymous Info: **603-622-6967**  
NH Narcotics Anonymous Info: **888-624-3578**  
Turning Points Claremont: **603-543-0155**  
Hope for Recovery: Claremont **603-287-7919**