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<b>Michael W. Roach, Chair</b> <b>Oklahoma Board of Correction</b>	<b>Signature on File</b>		

## **Provisions of Services/Inmate Rights and Responsibilities**

The Oklahoma Department of Corrections (ODOC) will provide services and define inmate rights and responsibilities. (2-CO-3C-01)

For the purpose of this policy, the term “inmate” will apply to anyone under the authority, custody or care of a prison or a community-based facility operated by or under contract with the Oklahoma Department of Corrections (ODOC).

### **I. Services**

Inmates will be provided opportunities for services in the areas of: correspondence, visiting and telephone privileges, control of personal and state property, health care, libraries, religion, recreation/programs and access to courts.

#### **A. Correspondence**

Internal management procedures will govern the sending and receiving of correspondence by inmates. (2-CO-5D-01, 4-4487, 4-ACRS-6A-07)

#### **B. Visiting Privileges**

Internal management procedures will govern the visiting program for inmates. Limitations on the number of visitors an inmate may have and the times for such visitation will be established, taking into account the safety and security needs of the facility and in accordance with guidelines established by the director. (2-CO-5D-01, 4-4498, 4-ACRS-5A-17)

C. Telephone Privileges

The use of telephones by inmates is a privilege, not a right. Inmates may communicate with persons or organizations subject to the limitations necessary to maintain the facility's order and security. (2-CO-5D-01, 4-4497, 4-ACRS-5A-19)

D. Personal Property

1. The possession of private property is a privilege and inmates may possess only that property authorized by the director. Inmates possessing personal private property assume any risk of potential loss or damage.
2. Inmates' property, personal and state issued, will be managed according to written system-wide procedures that coincide with applicable procedures. (4-4292, 4-4293, 4-4294, 4-ACRS-7D-13, 4-ACRS-7D-14)

E. Health Care

The ODOC will provide medical, dental, and mental health services that address the known serious health care needs of each inmate. (2-CO-4E-01)

F. Libraries

Facilities will provide access to comprehensive library services that include both general and specialized materials to meet the reasonable educational, informational and recreational needs of inmates. (2-CO-5F-01, 4-4505)

G. Programs and Recreation

Facilities will provide appropriate programmatic and recreational activities designed to facilitate acceptable social activities and behavior as well as promote a healthy lifestyle. Programmatic and leisure time activities will provide all inmates with equal opportunity for participation. (2-CO-5C-01, 4-4481, 4-ACRS-5A-21)

H. Religious Activities

Religious activities will be available to inmates of all faith groups. Reasonable access and accommodation to the exercise of the religion by the inmate will be made, ensuring that the practice does not compromise the safety, security, sanitation and resources of the facility or the inmate. (2-CO-5E-01, 4-4517, 4-ACRS-5A-22)

I. Access to Courts

Procedures will be established to ensure all inmates in the ODOC are allowed reasonable access to courts. (4-4274, 4-4275, 4-4276, 4-ACRS-6A-01, 4-ACRS-6A-02)

## II. Rights and Responsibilities

- A. Inmates will be informed, in writing, of their rights, responsibilities and rules of conduct.
- B. No inmates under the jurisdiction of the agency will be subject to discrimination based on age, race, religion, national origin, gender, political belief, or disability. (4-4277, 4-4429, 4-ACRS-6B-01)
- C. The ODOC will make best efforts to protect inmates from personal abuse, corporal punishment, personal injury, disease, property damage and harassment. (4-4281M, 4-ACRS-6A-03)
- D. No inmate or group of inmates will be given authority or control over any other inmate or facility security functions. (4-4182)
- E. Inmates who are foreign nationals will have access to the diplomatic representative of their country. (4-4280)
- F. Inmates will receive equitable treatment and the appropriate level of due process when alleged to have violated the rules of conduct.

## III. Action

The director is responsible for compliance with this policy.

The director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval of the Board of Corrections.

This policy statement is effective as indicated.

Replaced: Policy Statement No. P-030100 entitled "Provisions of Services/ Offender Rights and Responsibilities" dated July 15, 2015

Distribution: Policy and Operations Manual  
Agency Website