



# Oregon State Hospital Minor Visitor Application



**Instructions:** Fill out this application with your personal information. Missing or illegible information may lead to a delay in the application process. This form contains your personal information.

**Submit your application:**

- Hand deliver to reception staff on either campus
- Email to:

• Mail to: **Salem Patients:**  
OSH RECEPTION  
2600 Center Street NE  
Salem, Oregon 97301

**Junction City Patients:**  
OSH RECEPTION  
29398 Recovery Way  
Junction City, Oregon 97448

Salem: [SalemOSH.CommCenterLEDS@odhsoha.oregon.gov](mailto:SalemOSH.CommCenterLEDS@odhsoha.oregon.gov)

Junction City: [JC.BusinessServices@odhsoha.oregon.gov](mailto:JC.BusinessServices@odhsoha.oregon.gov)

Patient Name: \_\_\_\_\_ Patient unit: \_\_\_\_\_

## Minor visitor information

Name: \_\_\_\_\_ Phone number: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Mailing address: \_\_\_\_\_ Gender: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Parent, guardian or court-ordered escort

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Mailing address: \_\_\_\_\_ Phone number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Preferred contact method: ☐ Phone ☐ Email ☐ Mail

## Parent, guardian or court-ordered escort permission for minor's visit

*(Note: Every applicant, including minors, must complete and submit a separate application)*

Oregon State Hospital requires that all minors must be accompanied by a pre-approved adult visitor who is a parent, legal guardian or court-ordered escort (COE) to enter a visitation area. Visitors must provide documentation confirming that each child visiting is their child, in their legal custody or court-ordered physical custody at the time of the application.

I hereby give my permission for (MINOR) to visit with the patient named above, who is receiving treatment in a secure treatment environment at the Oregon State Hospital. I do so with the understanding that neither Oregon State Hospital, nor any of its representatives, shall be or become liable or responsible for any loss, injury or damage to persons or property resulting directly or indirectly from any act.

Printed name of parent/guardian/COE

Signature of parent/guardian/COE

Date

## For official use only

Received by:

Date:

LEDS operator:

Date:

Result:

# Oregon State Hospital visitation guidelines

To promote safety and to ensure a positive visitation experience, all visitors must follow the visiting guidelines below. Violation of these guidelines, including infection prevention requirements, may result in the termination of your visit and a restriction of future visitation privileges. These guidelines apply to both in person and virtual visitors. Visit [www.OSHFriends.com](http://www.OSHFriends.com) for more information about visitation.

## Visitation

OSH has designated visitor areas for in-person and video visitation. All in-person visitors must complete a security screening before entering the visitation area. For security reasons the number of visitors may be limited.

## Child visits

Children under 18 can visit with prior approval while accompanied by an approved adult visitor. In-person visits with minors follow a different schedule. Provide documentation confirming that each child visiting a patient is the visitor or patient's child or is in the visitor's legal custody or court-ordered physical custody (for example: Birth Certificate or court issued guardianship documentation).

## Video visits

Only OSH approved visitors may participate in video visitation. Before each visit, staff will ask visitors to confirm their identity before continuing with the visit. If staff observe people who have not been approved, you may be asked to end your visit. Patients and visitors must follow the guidelines in this document, including those about visitor attire, guest behavior, audio or video recording and use of prohibited items.

## Guest behavior

Disruptive behavior, including, but not limited to arguing, shouting, using profanity, appearing intoxicated, or using prohibited substances may lead to your visit being terminated.

## Smoking and tobacco products

Smoking and tobacco products, including marijuana, cigarettes, e-cigarettes, vaping products or paraphernalia, matches, or lighters are not allowed on hospital grounds or during video visits. This includes the hospital, parking lots, and all associated OSH property.

## Physical greetings

When participating in-person contact visitation, brief greeting and farewell embraces are permitted. Physical contact during the rest of your visit is not allowed.

## Money and funds

Patients may not receive money directly from their visitor. You can leave money to be deposited into your friend or family member's trust account with Reception staff in the main lobby. You will be given a receipt.





## Health and wellness

To support the health of all OSH patients, staff, and visitors, please refrain from in-person visitation if you are feeling unwell. We encourage all visitors to get annual vaccinations, use OSH hand hygiene stations in the lobbies, and cover coughs and sneezes. If OSH requires visitors to wear a face mask, the hospital will provide them.

## Necessary medical devices or medication

Disclose any medical device or equipment (e.g., pacemaker, inhaler, wheelchair, or walker) or necessary prescription medication that the visitor is bringing into the secure perimeter of the hospital and provide a description of such equipment or medication.

Visitors with proper documentation from a physician, nurse practitioner, or medical clinic regarding a medical condition or disability requiring a medical device or equipment, shall present this information to OSH staff to help inform staff of the visitor's circumstances. This documentation will not exempt the visitor from the security screening process.

Any prescription medication must be in its original container with the original label that contains the visitor's name, name of medication, prescriber, and prescription number.

## Service animals

Disclose whether the visitor is bringing a service animal to the visit and complete any OSH-required pre-approval paperwork for the animal.

## Gifts and property

OSH is required to keep patients safe. One way we are doing this is to ensure all patient property is approved for use in our secure psychiatric environment. As a result, visitors may not bring items to give to their friend or family members during a visit.

## Children and animals in vehicles

Children may not be left unaccompanied in vehicles on OSH property. Per Oregon Revised Statute (ORS) 167.310 to ORS 167.350, animals may not be left in parked vehicles on OSH property.

## Contraband and prohibited items

To provide a safe environment for patients, visitors, and staff, certain items are not allowed in the hospital. Patients and visitors may not exchange items of any kind during visitation.

Contraband includes, but is not limited to; controlled substances, drug paraphernalia, escape devices, tobacco products, weapons, and all prohibited items listed on the OSH Patient Property/Item Access List. Passing contraband is a Class C Felony, pursuant to ORS 162.135 – 162.1851.

All persons, purses, backpacks, bags, and vehicles entering OSH property are subject to search. For more information about patient property, contraband, and prohibited items visit [www.OSHFriends.com](http://www.OSHFriends.com).



## Food

Patients and their visitors may not consume food or beverages during an in-person visit. This includes items from the hospital cafes, coffee shops, or markets.

## Photographs and recording

Audio and video recording during in-person and video visitation is not permitted. With prior authorization, photographs with patients are permitted. The hospital has cameras and staff can assist with taking photos of you and your friend or family member. Please make this request when scheduling your visit.

## Visitor attire

Please know that some patients may react to revealing clothing or images that promote the use of drugs, alcohol, or violence. For their well-being and safety, as well as for the security of staff and other visitors, we ask that you dress for the hospital environment. Clothing must include a dress or a shirt with either skirt, pants or shorts and shoes or sandals.

### **The following clothing items are not permitted in visitation:**

- Camouflage or military-type clothing, except as approved in advance by OSH.
- Clothing with words or logos related to alcohol, tobacco products, drugs, vulgarity, violence, bigotry, sexual connotations, or those containing allusion to any of these items.
- Clothing that may be considered provocative, including, but not limited to, excessively short skirts or shorts, see-through, skin-tight, or low-cut clothing and/or clothing that exposes undergarments, back, midriff, or thighs at any time (i.e., while sitting, standing, or bending over).
- Multiple layers of clothing\* (a sweater or sweatshirt over a tank top or shirt is allowed).
- Garments with long strings or ties\* (for example: adjustment strings on hoodies).
- Neckties, scarfs, necklaces, or any other item that encircles the neck\*.
- Large jackets and/or outer garments that protect against the rain or other inclement weather\*.
- Accessory personal electronics\* (for example: smart watches).
- Hats or other head coverings except as approved in advance by OSH\*.
- Shoes or accessories that might be a safety hazard, including anything that may be used as a weapon or ligature device\*.

\* These items are allowed during video visitation.

For questions or concerns about visitation please contact OSH Ombuds and Family Services at 503-947-8109 or [OSH.OmbudsandFamilyServices@odhsoha.oregon.gov](mailto:OSH.OmbudsandFamilyServices@odhsoha.oregon.gov).

You can get this document in other languages, large print, braille or a format you prefer. Contact Oregon State Hospital interpreter services at 503-756-7889 or email [osh.interpreterservices@odhsoha.oregon.gov](mailto:osh.interpreterservices@odhsoha.oregon.gov). We accept all relay calls or you can dial 711.