

## Goose Creek Correctional Center 22301 West Alsop Road Wasilla, Alaska 99623 Phone (907) 864-8100 Fax. (907) 864-8428

## **Scheduling Attorney/Client Video Visitation**

Teams/Zoom:

- Video conferencing capabilities are available to attorneys and legal aid agencies via Teams and Zoom.
- Video conferencing is available Monday through Friday between 8:30am 10:00am, 1:30am 3:00am, 6:30pm 8:30pm with each appointment being 30 minutes.
- GCCC has two visitation rooms set up for video conferencing and or professional visits. To use one of these rooms for video conferencing with your client, you will need to schedule your visit at least 48 hours in advance. These rooms are on a first come first serve basis.
- To schedule a video visit with an inmate email <a href="mailto:gccc.court@alaska.gov">gccc.court@alaska.gov</a> with the inmate's name, offender number, date and time requested. You may also call our main number; 907-864-8100 option 0 (Reception). Scheduling hours at GCCC are Monday through Friday 8:30am to 8:30pm. Once the video has been scheduled a confirmation will be received via email. Specific time requests cannot be guaranteed but we will come as close as possible to the time requested.

PolyCom:

- PolyCom Video Conference System is available to courts only.
- Please send an email to <u>gccc.court@alaska.gov</u> with inmate's name, date, and time along with the length of time needed.
- You will be sent an email with the IP address to the room.

*Privacy Notice:* The Department of Corrections does not record or monitor PolyCom systems, Zoom, or Teams. We cannot guarantee the privacy of any system that uses the internet for the transfer of video telecommunications which could be accused by an unknown third party or "Hacker".