



SHERIFF VIC REGALADO

UNDERSHERIFF GEORGE W. BROWN

TULSA COUNTY SHERIFF'S OFFICE

303 W. 1ST ST. TULSA OK 74103

April 6, 2020

Oklahoma Bar Association
1901 N. Lincoln Blvd.
Oklahoma City, OK 73105

RE: Scheduling Video Visitation

I am seeking your assistance in sending this document out to all associated attorneys registered with the Oklahoma Bar Association.

As you are aware, we have closed access to the jail as a method to protect the citizens of Tulsa County due to the COVID-19 outbreak. As a means to retain access with your client, we have provided at no cost, video visitation using the JailATM.com website. As with any new undertaking, you learn and better the process as we move forward. Below we will provide your members instructions on how to allow us to better serve them.

In an effort to facilitate these visits more efficiently, we ask all attorneys, especially those seeing several clients, to email a list including inmate names and times you'd like to visit to Corporal Brown at mbrown@tcsso.org. This will allow us to have inmates available at scheduled times and reduce the number of unanswered video calls where your client doesn't answer. This will also allow pod officers time to prepare and work out any technical difficulties in advance as well as reserve kiosks for professional visits as they will take precedence over social visits. Emails must be received by 2:00 p.m. the day before your intended visit, this will allow us to complete all scheduling requirements.

Visits can be scheduled every 20 minutes. It will be up to you to estimate how much time you'll need between each visit. Visits may be scheduled for any day of the week.

Available times are:

0810	1030	1250	1510	1750
0830	1050	1310	1530	1810
0850	1110	1330	1550	1830
0910	1130	1350	1610	1850
0930	1150	1410	1630	1910
0950	1210	1430	1710	
1010	1230	1450	1730	



SHERIFF VIC REGALADO

UNDERSHERIFF GEORGE W. BROWN

TULSA COUNTY SHERIFF'S OFFICE

303 W. 1ST ST. TULSA OK 74103

Please include your name, bar number, and phone number in your email. If you need assistance, please contact the visitation department at: 918-596-8926, M-F, 8am-5pm.

We appreciate your patience and understanding as we adjust to these changes.

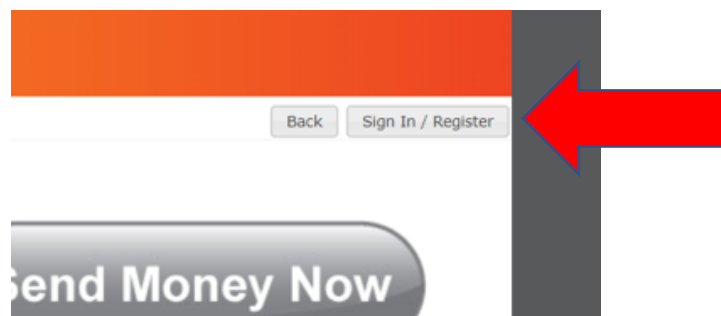
Respectfully,

David Parker, Jail Administrator
300 N. Denver Ave.
Tulsa, OK 74103
918-596-8871

Step 1. Go to JailATM.com



Step 2. Click the Sign in/Register Button in the top right-hand corner.



Step 3. Enter your email address and click next.

Sign in to Your Account

Enter your email address or user name to log into your account or to create a new account.

Email/Username

Step 4. Enter the requested information and click save.

Personal Details

This information may be used by the correctional facility to determine whether or not to allow communications or deposits for an inmate. Inaccurate information can cause your account to be rejected. You may be contacted by phone to verify the information.

First Name	<input type="text"/>	Street	<input type="text"/>
Last Name	<input type="text"/>	City	<input type="text"/>
Phone	<input type="text"/>	State	<input type="text"/>
SSN	<input type="text"/>	ZIP	<input type="text"/>
Note: SSN is optional, but may speed up the approval process.		Driver's License/State ID# (Required for Video Visitation)	
Date of Birth:		<input type="text"/>	
Month	Day	Year	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Note: You must be older than 13 to use this website.		Driver's license or ID Issuing State	
Time Zone:		<input type="text"/>	
<input type="text"/>			
<input type="button" value="Save"/>	<input type="button" value="Cancel"/>		

Step 5. Create a password and click submit.



Account Creation

Welcome! Since this is your first time, enter what you would like to use as a password.

Password	<input type="text"/>
Confirm Password	<input type="text"/>
<input type="button" value="Submit"/>	

Step 6. Go to your email and validate your account by following the link.

Step 7. Sign in to your account using your email account.



Sign in to Your Account

Enter your email address or user name to log into your account or to create a new account.

Email/Username

Next

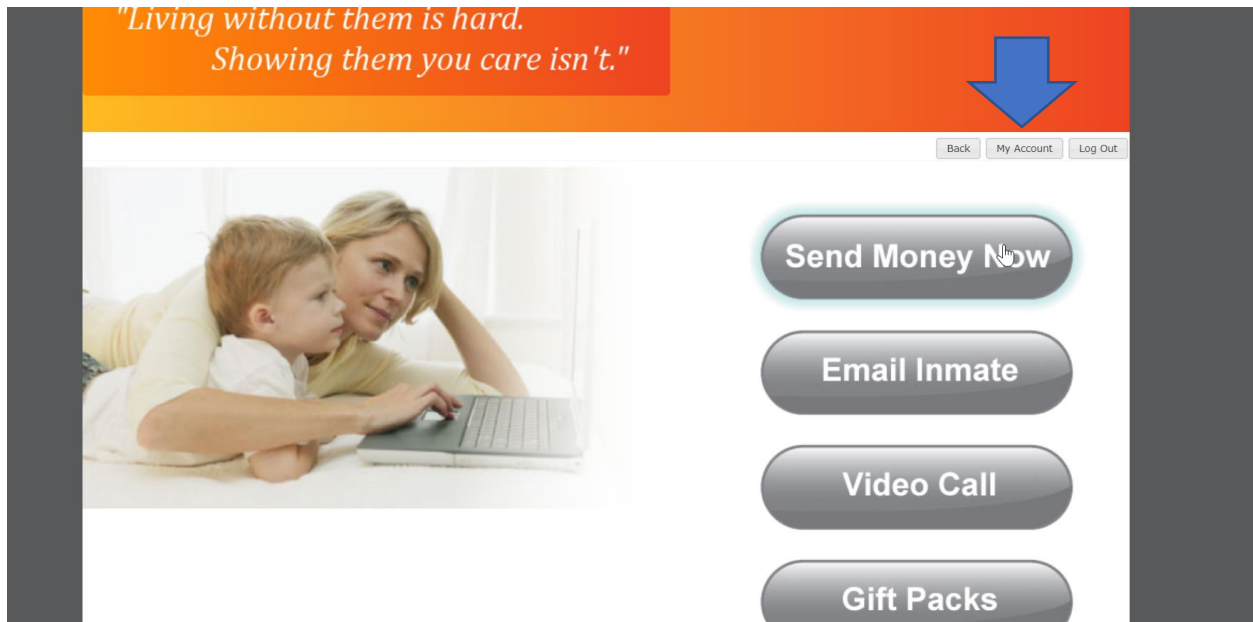
Step 8. Enter your password.

Enter Your Password

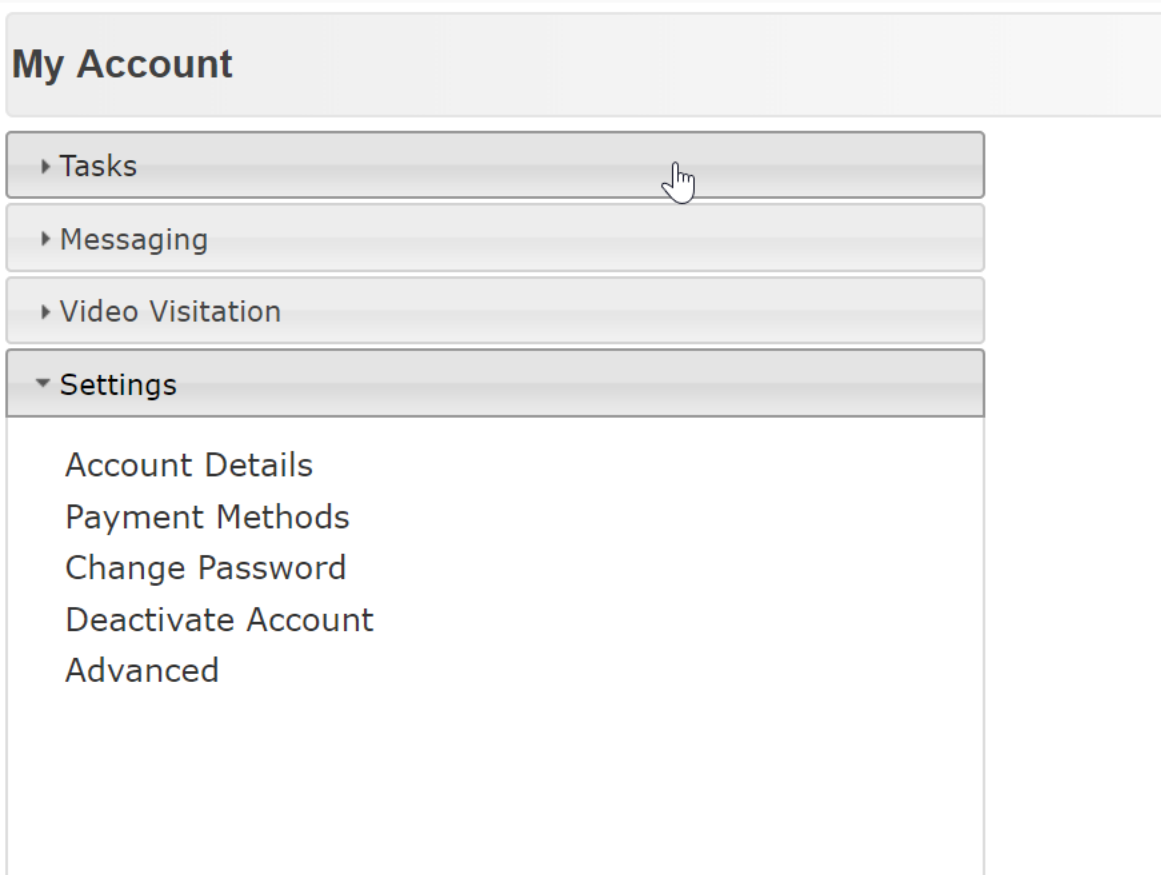
Password [Forgot Your Password?](#)

Login

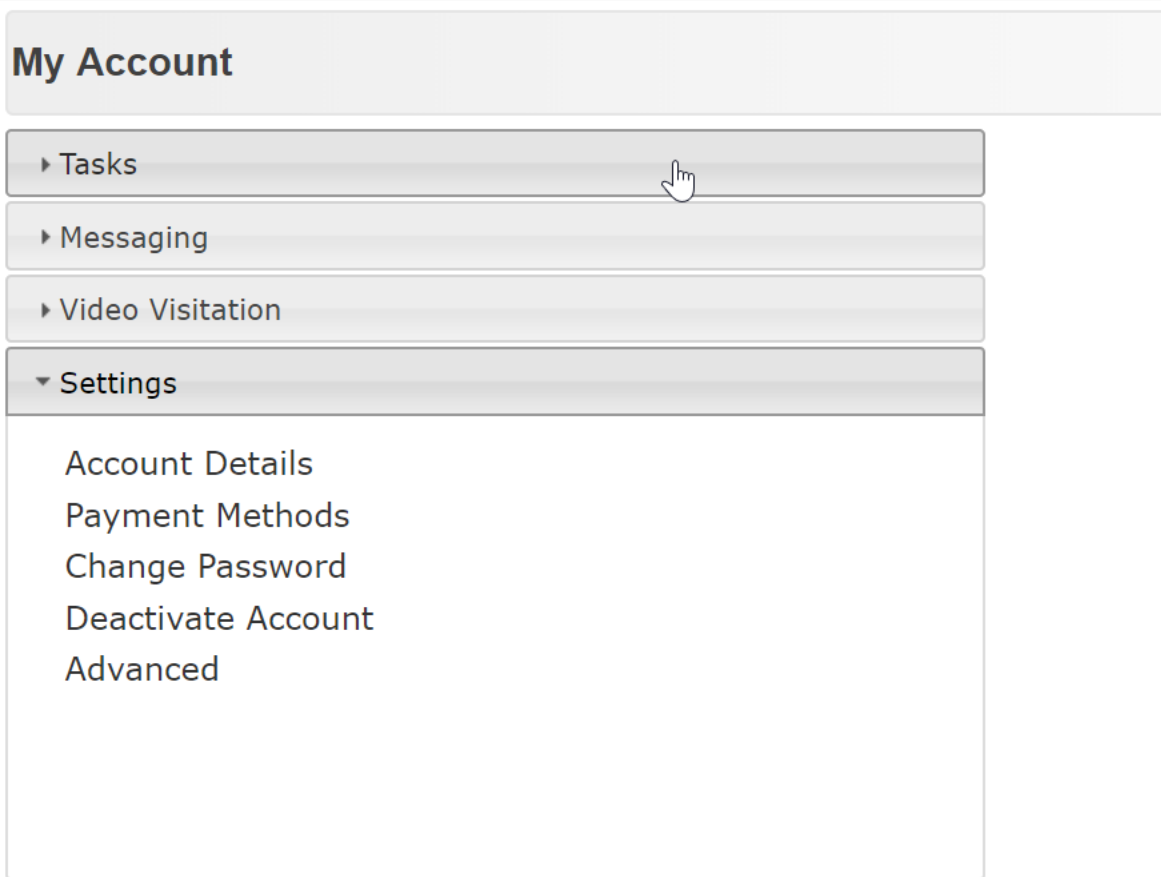
Step 9. Click on my account.



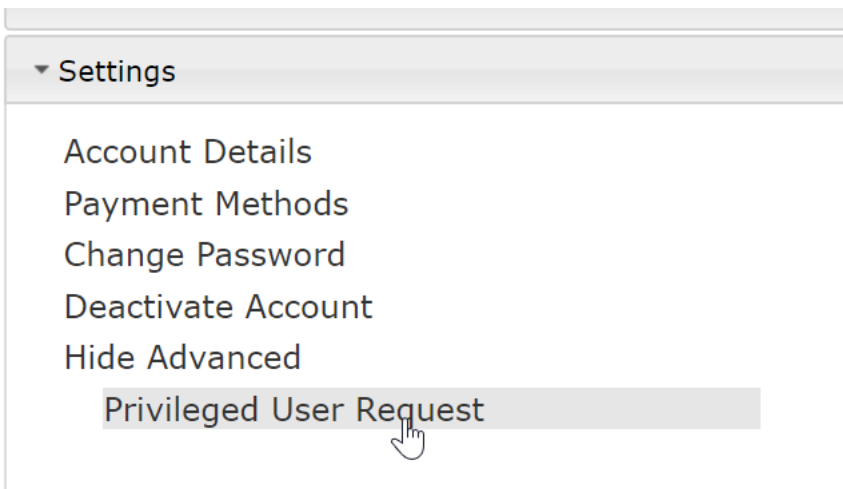
Step 10. Click on the settings tab.



Step 11. Click Advanced.



Step 12. Click Privileged user request.



Step 13. Select the facility Tulsa-David L. Moss Criminal Justice Center from the drop-down list.

The screenshot shows the 'Privileged User Requests' page. At the top right, there are links for 'Back', 'My Account', and 'Log Out'. The main heading is 'Privileged User Requests'. Below this, there are sections for 'Past Requests' (with the text 'You have no past requests.'), 'Make a New Request', and an 'Info' box. The 'Info' box contains the following text: 'This screen is used to request privileged user status for a facility. You will only become a privileged user when the facility administration reviews and approves your request. You can return to this screen to verify that your privileged user status has been approved.'; 'By making a request you are confirming that you belong in one of the following privileged user groups: attorneys, public defenders, probation agents, etc.'; and 'The Professional ID field is to enter your State Bar Number, Badge Number, Agent Number, etc. to be able to request privileged user status should the facility require it.' A dropdown menu is open, listing various facilities. The facility 'Tulsa - David L. Moss Detention Center, OK' is highlighted in blue. Other facilities listed include Todd County Detention Center, MN; Todd County Detention Center, KY; Topeka Correctional, KS; Topeka Package, KS; Topeka Work Release, KS; Topeka WR Package, KS; Towns County Detention Center, GA; Transylvania County Jail, NC; Trego County Jail, KS; Trempealeau County Jail, WI; Troup County Jail, GA; Trousdale County Jail, TN; Turner County Jail, GA; Tuscaloosa County Jail, AL; Twiggs County Law Enforcement Center, GA; Tygart Valley Regional Jail, WV; Uinta County Detention Center, WY; Uintah County Jail, UT; Union County Jail, GA; and Accomack County Jail, VA.

Step 14. Enter the information for group and enter your Bar number under professional ID#.

The screenshot shows the 'Privileged User Requests' page, specifically the 'Make a New Request' section. The 'Facility' dropdown menu is set to 'Tulsa - David L. Moss Detention Center, OK'. The 'Group' dropdown menu is open, showing three options: 'Private Attorney', 'Private Attorney', and 'Public Defender (External)'. The 'Professional ID #' field is empty. A 'Request' button is visible. The 'Info' box from the previous screenshot is also visible, providing context for the request process.

Once your request has been validated you will receive an email notifying you that you have privileged user access.