

Denver County Jail Process for Competency Evaluation Visit Request and Professional Visit Request

When requesting a Competency Evaluation Visit and/or Professional Visit Request, please ensure the following information is listed in your letter and emailed to **COJL_Ops@denvergov.org**—if you do not have an email, fax to 720-913-3816:

- Address request(s) to Major Guerrero or Sergeant Compton
- A professional visit request must be on the attorney's letterhead or the agency letterhead and it must be signed
- Must include all pertinent court orders/agency documentation in relation to the visit (if any)
- All visitors' names (including case managers, detectives, investigators, evaluators, interpreters, paralegals, etc.) Please include a clear copy of their ID and Credentials/licensing information for verification.
- Inmate's name and date of birth
- Reason for the visit (if medical records needed, email Denver Health at DSD_HIM@DHHA.org)
- List of any equipment to be utilized during visit - Electronic devices are NOT allowed without approval
- Cell Phones are not allowed inside the Denver County Jail - No approvals will be issued.

Please give notice at least 24 - 48 hours prior to seeing your client. Once the request has been approved, the Operations Department will email/fax a copy of the approval or denial back to the requester. **You must bring the approved letter with you for the visit.**

Please Note: All requests are processed Monday-Friday, 07:00 a.m. - 2:00 p.m., excluding Denver City and Court holidays.

For any questions or additional information on this process, please contact Operations at 720-913-3774.