

Huron Perth Healthcare Alliance	
HPHA Operations	Original Issue Date: February 26, 1993
Parking	Review/Effective Date: March 17, 2017
Approved By: President & CEO	Next Review Date: March 15, 2019

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1. POLICY:

It is the policy of Huron Perth Healthcare Alliance to ensure that appropriate parking facilities, where practical, are available for all staff, physicians, volunteers, outpatients and visitors and that these lots are properly utilized and maintained. Parking fees are charged at the Stratford site only as outlined below:

2. PROCEDURE AT THE STRATFORD SITE:

2.1 Available Lots

Eight (8) identifiable parking lots exist at Stratford General Hospital as follows:

- Lot 'A' – Visitor parking, entrance off of General Hospital Drive
- Lot 'B' - Physician parking, entrance off of John Street
- Lot 'D' - Visitor/Dialysis parking, entrance off of West Gore Street
- Lot 'E' - Visitor/Staff/Partner Organizations parking, entrance off of West Gore Street
- Lot 'F' - Residence/School parking, entrance off of St Vincent Street
- Lot 'G'- Emergency Patient/Visitor parking, entrance off of Cambria Street
- Lot 'K'- Visitor/Staff/ Partner Organizations parking, entrance off of John Street
- Lot 'L'- Visitor/Staff/Partner Organizations parking, entrance off of West Gore Street

2.2 Usage

Staff

Staff are encouraged to park, in Lots 'K' & 'L'. This is to ensure adequate day time parking availability for patients and visitors in Lots "A" and "E". Exiting from these lots is via a valid parking card, by cash payment or prepaid token. Staff working evenings or nights, also have access to Lots 'A' and 'E' for exit times between 18:45 until 09:00.

All other lots are NOT AVAILABLE to staff without special permit.

Physicians

Physicians have access to Lots 'A', 'B', 'D', 'E', 'G', 'K' and 'L'.

Patients & Visitors

Patient & Visitor parking is available in Lots 'A', 'D', 'E', 'G', 'K' and 'L'.

Inpatients are requested NOT TO BRING THEIR VEHICLES.

3. PARKING FEES

Program/Service Areas will be directly charged for tokens. Tokens are only available at the following areas within the hospital for distribution:

- * Business office
- * Switchboard (after hours)

Staff and Physicians

"Card Access" parking is available. Parking rates are reviewed and, as appropriate, adjusted annually.

Staff from other sites who visit Stratford on an infrequent basis can sign out at Switchboard to receive parking at current staff rates. These staff members will be buzzed out of the parking lot by Switchboard on their exit and will receive a parking adjustment on their associated pay.

Visitors and Patients

Visitors have the option of purchasing tokens or a parking card. A fee is charged for a parking card with no refunds. A fee is charged for lost or damaged cards. (Note: Cards may be damaged by excessive heat, cold and contact with magnets & chemicals). In the event of a lost parking card, the Business Office in the Main Building is to be notified by the end of the next business day. To obtain a parking card, a "Frequent Visitor Parking Card Request Form" is to be signed by the visitor or patient at the Business Office in the Main building, during normal business hours.

HPHA offers a number of parking card discounts for frequent visitors and patients.

Parking cards can be purchased as follows:

- Valid every day for one month from date of purchase
- Valid for 5 consecutive or non-consecutive days for a year
- Valid for 10 consecutive or non-consecutive days for a year
- Valid for 30 consecutive or non-consecutive days for a year

A deposit at time of purchase is required and is reimbursed once card is returned.

Tokens are also available in groups of ten at a discount. Visitors or patients considering the 5, 10 or 30 day parking pass should consider token purchase as an alternative if it suits their specific anticipated circumstance.

Volunteers

All Stratford General Hospital Volunteers have parking privileges enabled for parking and exiting of Lots 'A', 'E', 'K' and 'L'. Tokens are also available at no charge to Volunteers upon showing a Volunteer identification badge at Business Office or Switchboard (after hours). Limit of one token per day per volunteer.

4.FIRE LANES

Stratford General Hospital has a number of designated fire routes. Anyone leaving their car unattended in these areas will be ticketed and/or towed.

APPENDIX "A"

PARKING FEE SCHEDULE - October 1, 2016 (taxes incl.)

PARKING CARD FEES ATSTRATFORD

Frequent Visitors/patients - \$20 card deposit upon purchase, refunded upon card return.

- \$40.00 Valid every day for 1 month form date of purchase
- \$37.50 Valid for 5 consecutive or non-consecutive days for 1 year
- \$75.00 Valid for 10 consecutive or non-consecutive days for 1 year
- \$225.00 Valid for 30 consecutive or non-consecutive days for 1 year

Dialysis Patients	\$25.00/month
Residence/Teachers	\$25.00/month per car + Credit Card imprint
Unpaid Students	No charge / \$20.00 card deposit, refunded upon card return
Medical Residents, Locum Physicians and Medical, Physician Assistant and Midwife Students	No charge
Clergy/Florists	\$30.00/year
Medical Staff and Midwives	\$222.00/year
Medical Staff Secretaries	\$30.00/year
StratfordStaff	\$.123/worked hour through Payroll deduction (approx.)

\$18.50/month)

AllianceManagement/Non-Union

Percentage of time allocation at SGH
(e.g. 70% of \$222 = \$155.40)

Alliancestaff (paid by each site)

reimbursed bi-monthly for non-Stratford
hours at \$0.123/worked hour

Volunteers

Nocharge

Renters (Centennial Apartments / Cottage)

\$300.00/year per car

Lost Card Replacement

\$20.00

Charge For Not Returning Card

\$20.00

COST OF TOKENS:

Individual tokens

\$5.00/token

Groups of "5" for short stays

\$20.00

Groups of "10" (or multiples of 10)

\$40.00

Groups of "30" (internal only)

\$150.00

Notes:

*Frequent visitors/patients have the option of purchasing tokens or a frequent visitor/patient parking card package.

*Medical staff must pay \$222.00 for first card, regardless of whether it is for themselves or their secretary