Subject: PARKING

Date 05/01/2003 (R)

Supersedes 05-01 (R)

Cross Reference

Issuing Authority EXECUTIVE TEAM

☑ Charlton Campus ☑ West 5th Campus ☑ King Campus

Note: Campus names and minor formatting changes as of August 5th, 2009

POLICY STATEMENT:

Parking at St. Joseph’s Healthcare is recognized as a privilege extended to patients, visitors, staff and medical staff through the courtesy of the hospital.

This privilege may be withdrawn at any time for non-payment, breach of parking rules and regulations or for any other reason deemed sufficient by the hospital.

This policy applies to all employees, medical staff, volunteers, visitors and patients.

The following is an outline of parking facilities and rates for each of the 3 campuses: Charlton Avenue (SJH), Centre for Mountain Health Services (CMHS), and the Centre for Ambulatory Health Services (CAHS).

Charlton Avenue (SJH)

Parking Areas

The hospital has four parking areas as follows:

Parking Ramp #1

This ramp is for use by staff only with valid parking cards.

Parking Ramp #2

This ramp is for use by staff only, with valid parking cards.

Parking Ramp #3

This ramp is for use for visitors on a paying on a daily rate basis and by staff, with valid parking cards.

Roof Deck

This lot is for use by visitors on a paying on a daily rate or permit basis.
Centre for Mountain Health Services (CMHS)

CMHS has three main parking areas and a number of smaller parking areas at various locations on the grounds.

**Main Entrance Parking Lot**

This lot is designated for visitors only on a daily rate basis.

**A&B Parking Area**

This lot is available to all users on a monthly or daily rate basis.

**H/J (Playing Field) Parking Area**

This lot is available to all users on a monthly or daily rate basis.

**Other Parking Areas**

All other parking areas are available to all paid users unless otherwise designated.

Centre for Ambulatory Health Services (CAHS):

**Front Visitor Parking Lot #1**

Will be reserved for use by visitors, clients and staff. This lot will be entered through the automatic gate entry. Payment will be made on exit through a coin operated exit gate.

**Front Visitor Parking Area #2**

Metered parking is available for short-term visits to the CAHS.

**Rear Visitor Parking Lot #3**

Metered parking available for short-term visits to Urgent Care or Diagnostic Services.

**Staff Parking Lot**

This lot will be reserved for CAHS/SJH staff, including medical staff and for staff of agencies renting space at the CAHS. Admission will be by card only with automatic exit.
**Urgent Care Drop Off Area**

The drop-off area outside of the Urgent Care entrance is reserved for authorized vehicles including police and ambulance vehicles. Drop off for Urgent Care clients are restricted to a 15-minutes maximum. Unauthorized parking will be monitored by Security.

**Parking Fees**

The Executive Team is responsible for setting parking rates annually. The rates for parking are identified in Schedule “A”.

**Medical Staff**

Medical staff refers to any physician on the medical staff roster as outlined in the medical staff bylaws.

The monthly charge for the above is set by the Executive Team and is to be paid annually, in advance. The year commences January 1st.

All paying members of the medical staff are provided with individual parking cards or permits.

A regional agreement is in place with Hamilton Health Sciences, which permits physicians paying full rate at either institution to purchase a permit for the other institution at the regional rate. See “Regional Physician Rate” on Schedule “A”.

**Regional Medical Associates**

Regional Medical Associates refers to that group of physicians on staff of St. Joseph’s Healthcare Hamilton and situated primarily at St. Joseph’s Hospital, who have full time teaching appointments with McMaster University.

The normal medical staff fee will apply to the above. The Regional Medical Associates will be billed once yearly, in January, for all R.M.A. members.

**Medical Interns and Residents**

Parking charges for interns and residents are deducted through McMaster University.

All House Staff with valid McMaster permits will be allowed to park in Parking Ramp #1.
General Staff

General staff refers to all members of the hospital.

The monthly charge for the above is set annually by the Executive Team and is collected through payroll deduction (see Schedule “A”).

Visitors

i) Visitor parking rates are reviewed annually by the Executive Team and are posted at each parking lot.

ii) Visitors may purchase a monthly permit at the rates identified in Schedule “A”.

Contractors

Contractors and Service companies will be charged the monthly parking rate in force at the time, for which the Parking Office will issue a pass. Without a pass - full daily (visitor) rates will be charged.

Replacement Cards

The charge for replacing lost cards is $20.00 each.

Special Rate Permits

Special rate permits may be extended to the following:

- Dialysis patients receiving treatment for a minimum of three days per week.

The monthly rate is set annually by the Executive Team (see Schedule “A”).

Exceptions

There will be no exceptions from the normal charges, for special groups such as salespersons, students, outpatients, private duty nurses, etc. except as already covered under the fifteen (15) minutes “No Charge” rule, or as provided for in the courtesy list below.

Courtesy List

The courtesy list will include the following:

- Board Members and Community Members of Board Committees
- Clergy members and visitors (approved by Pastoral Services)
- Sisters of St. Joseph of Hamilton
- Volunteers/Volunteer Association
- Blood Clinic
- Members of The Hamilton District Health Council
- Drivers of Cerebral Palsy Van
- Drivers for Cancer Society
- Darts and other disabled transport services
- Drivers for Heart and Stroke
- Faculty of Health Sciences Executive, McMaster University
- St. Joseph’s Healthcare Foundation
- St. Joseph's Health System.

A fee for the parking pass may be charged to all persons granted courtesy parking privileges.
SCHEDULE “A”
PARKING RATES

Charlton Avenue (SJH):

Permit Parking $43.00 per month

Staff who pay for monthly parking at one campus may apply for reciprocal parking at the other campuses of St. Joseph’s Healthcare Hamilton. Staff requiring reciprocal parking privileges must pay the monthly permit rate at the campus, which represents their home site.

Regional Physicians Rates $27.80 per month
Dialysis $10.00 per month
Visitors Hourly Rate $2.00 per half hour to a maximum of $ 9.00/day

Centre for Mountain Health Services (CMHS):

Permit Parking $33.00 per month
Regional Physician Rates $27.80 per month
Visitors Hourly Rate $1.00/hour to a maximum of $4.00/day

Centre for Ambulatory Health Services (CAHS):

Permit Parking $33.00 per month
Regional Physician Rates $27.80 per month
Visitors Rate $3.00/hour metered or $4.00/day