

## **POLICY**

- The grounds of Strathroy Middlesex General Hospital (SMGH) are private property and, as such, SMGH reserves the right to maintain full jurisdiction over all vehicle parking and traffic control.
- All vehicle operators are required to comply with SMGH parking and traffic regulations as well as regulations under the Highway Traffic Act and are subject to penalty for violations. The registered permit holder for the vehicle is responsible for all violations involving that vehicle.
- SMGH Foundation is the authorized parking manager and Precise Park Link (external provider) is responsible for enforcement of Parking and Traffic policies.
- All individuals including full-time, part-time & casual staff of SMGH, Medical staff, Residents, Interns, Medical students, volunteers, students and others conducting regular business on SMGH property or leased property are required to obtain and display an authorized parking permit to park on SMGH property.
- Parking permits are non-transferrable and are for the exclusive use of the registered permit owner. Parking permits are to be utilized for the purpose of conducting business at SMGH and must be returned to the SMGH Foundation on termination of employment.
- All persons are responsible for providing correct information to obtain parking privileges. Persons who provide false information may have parking privileges withdrawn.
- Vehicles are not permitted anywhere upon SMGH grounds other than in accordance with parking permit designation.
- Vehicles left on SMGH property or leased property for a period of more than 48 hours without prior notification of Precise ParkLink will be considered "abandoned" and may be treated as such.
- The issuance of a permit to park constitutes permission to park in a designated area. SMGH is not responsible for loss or damage to vehicles, including contents or injuries to persons, however caused.
- Bicycles must be parked in designated parking racks only.

## **PROCEDURE**

Questions or concerns regarding parking policies and change of information should be directed to the SMGH Foundation office.

Questions or concerns regarding parking violations should be directed to Precise ParkLink.

Motor vehicle collision, loss and/or damage to property or injuries to persons while on SMGH property should be reported immediately to the appropriate authorities.

**Parking Permits:**

For the purpose of this policy a parking permit includes a colour coded vehicle hang tag or valid pay & display receipt from the Pay and Display machine.

- Permanent parking permits are issued by Precise ParkLink and will be forward by regular mail to the registered permit holder.
- One parking permit will be issued per fee paid.
- One vehicle only is allowed in parking facilities per permit at one time.
- A parking permit comes with an associated parking lot/s assignment.
- Parking permits must be visibly displayed as designated by the Precise ParkLink.
- Any vehicle parked on SMGH property or leased property without the appropriate permit displayed as described will be considered an "unauthorized parker" and will be treated as such.
- A parking permit may be replaced for the following reasons. A replacement cost may be charged at the discretion of Precise ParkLink.
  - theft
  - broken/damaged
  - loss - a mandatory replacement fee is charged for a lost permit (\$25)
- Persons cancelling their parking permit, terminating from SMGH, or holding an expired permit must return the permit to the SMGH Foundation Office.

**Parking & Traffic Violations:**

Violations include:

- Unauthorized parking, which includes double-parking, parking in any parking area or reserved section of any parking area without a properly issued and displayed parking permit, parking in an emergency or loading zone, bus stop, roadway (including roadways and driving surfaces within parking areas), lane, driveway, walkway, on any grassed or landscaped area, or stopping for over 10 minutes in any time restricted zone, unless specifically permitted.
- Driving on SMGH property in a careless manner, which includes driving over the posted speed limit and not obeying traffic signs.

### **Actions Resulting from Violations:**

Vehicles and/or persons violating the Parking Regulations of SMGH may be subject to any or all of the following actions:

- i. written warning
- ii. withdrawal of parking privileges and/or permit
- iii. Ticketing of vehicle. All ticketing charges, including any loss or damages are at the owner's risk and expense.
- iv. legal action

Any person parking a vehicle anywhere (including roadways) on SMGH property while his/her parking privileges are withdrawn, or in contravention of the parking regulations, may be considered a trespasser, liable to prosecution by the Hospital under the Trespass to Property Act 1990.

### **General**

- SMGH/SMGH Foundation are not responsible for any damage or theft of your vehicle or the vehicle's contents.
- SMGH/SMGH Foundation are not responsible for personal injury as a result of an accident or an incident in any of the hospital parking lots. Please refer to your individual insurance carrier in this matter.
- SMGH/SMGH Foundation are not liable for parking fines or towing charges incurred by staff, physicians, volunteers, patients and visitors.
- Anyone parked illegally or in violation of signage may result in the vehicle being ticketed, towed and/or the termination of parking privileges (i.e. Fire routes, striped surfaces, etc.).
- Parking fines are issued through Precise Park Link
- No parking, other than for Emergency vehicles, will be permitted in the Emergency Vehicle designated areas i.e. Ambulance ramps, Police parking, etc.
- Parking Permits are to be used by the person to whom it was issued. If a permit is being used by anyone other than the person to whom it was issued then disciplinary action will follow. i.e. suspension of parking privileges, loss of parking privileges, etc.
- If you have a problem with your vehicle and it cannot be moved, please notify Precise ParkLink.
- Upon termination of employment or the surrendering of parking privileges the parking permit must be return to SMGH Foundation.

**Parking Rates:**

Parking rates and payment options are designated by the SMGH Foundation in conjunction with Precise ParkLink.

The parking rates are subject to change. The parking rates are:

|   |   |
|---|---|
| Visitor/Staff using Pay & Display Lots  | \$5.00 per 12.5 hours<br>\$2.00 per hour<br>\$1.00 per 30 minutes |
| Visitors/Families Long Stay   | \$30.00 per month   |
| Staff using the staff lots  | \$30.00 per month for hang tag or pay & display parking permit    |
| Physicians  | \$360.00 annually   |
| SMGH Volunteers/SMGH Auxiliary, Ministerial, VON and Meals on Wheels Volunteers | no charge   |

**5. Parking Lot Designation**

|       |   |
|-------|---|
| Lot 1 | Employee day parking                              |
| Lot 2 | Emergency parking                                 |
| Lot 3 | Visitor parking                                   |
| Lot 4 | Visitor parking/Afternoon/Overnight staff parking |
| Lot 5 | Visitor parking                                   |
| Lot 6 | Employee day parking                              |

**DEFINITIONS OF TERMS**

**Parking Permit:** Refers to either a valid Hang Tag or valid Pay & Display receipt

**Parking:** The halting of a vehicle, whether occupied or not, except when halting temporarily for the purpose of, and while actually engaged in, the loading or unloading of goods or passengers. Highway Traffic Act 1990

**Vehicle:** For the purpose of this policy a vehicle is an automobile, motorcycle, motor assisted bicycle, trailer, or recreational vehicle.