
 <p><b>POLICY</b></p> <p><input checked="" type="checkbox"/> Met Campus</p> <p><input checked="" type="checkbox"/> Ouellette Campus</p>	<b>Document Identification (Title):</b> <b>HOSPITAL PUBLIC PARKING RATE POLICY</b>		
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	<b>Author:</b> <b>Mark Fathers, VP Corporate Services &amp; CFO</b>	<b>Authorized By:</b> David Musyj, President & CEO 	<b>Effective Date:(mm/dd/yyyy)</b> <b>01/01/2015</b> <b>Next Review</b> <b>Date:(mm/dd/yyyy)</b> <b>04/01/2017</b> <b>Revision Date: (mm/dd/yyyy)</b>

## Hospital Public Parking Rate Policy

### Policy

Parking rates should be set at a rate that is fair to patients, visitors and staff and should be sufficient enough to cover all costs associated with providing this service. In addition, it is recognized that hospitals only receive approximately 85% of their annual operating funding from the Ministry of Health and Long Term Care. Revenue from parking is just one of the areas in which hospitals are expected to obtain some of the 15% of funding not received from the Ministry of Health.

### Purpose

Parking rates are set to ensure that all costs incurred for the maintenance of parking lots and structures, future improvements and the day to day direct operations of such a service are covered. The provision of this service should not create a financial hardship to the Hospital that would result in dollars being taken away from direct patient care.



The Hospital recognizes that immediate family members provide an important role in supporting patient care and reduced parking rates should be made available to those individuals who are part of this process. Therefore a discounted monthly parking pass will be available to families of loved ones who are in hospital or patients who need to visit the Hospital on a frequent basis (minimum five days per week).

Daily parking rates charged to the public should be set at a rate that is competitive with municipal parking rates.

Staff that are parking at offsite lots and shuttled into work will not be charged for parking as the access to these spots are on a first come basis and no spot is guaranteed. In addition, other than staff that regularly commute from campus to campus during the day, are not permitted to park in the lots that are immediately adjacent to the Metropolitan campus.

### Procedure

On an annual basis the Director, Facilities and Capital Planning (Director Facilities) as part of the annual budget process will assess the hospital's parking rates to ensure all planned operating costs and infrastructure improvements are covered from expected revenues. Where costs are expected to exceed anticipated revenues, the Director Facilities will bring forward to the Vice President Corporate Services & CFO a recommendation as to the change in parking rates for both staff and visitors.

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Before parking rates can be increased they must be approved by the Hospital's Executive Committee and the Hospital's Board of Directors through its Finance, Audit and Resources Committee.

Parking rates that are charged to patients and visitors will be appropriately posted and included in all patient information booklets/pamphlets.

**References** –

- Appendix A – Current Parking Rates
- Parking Privileges – ADM – 16
- Federal Excise Tax Act