



## PARKING

<b>Issued by:</b> Administrative	<b>ISSUE DATE:</b> June 1, 2010
<b>MANUAL:</b> Administrative	<b>SECTION:</b> Safety and Security

### VALUE STATEMENT

Recognizing that individual, institutional and societal interests are often in tension and in keeping with the core value of *Excellence*, the organization is committed to working together to optimize our resources and to provide a safe environment for all.

### OBJECTIVE

n/a

### DEFINITIONS

n/a

### POLICY

Parking (which is in the SJCCC parking lot) is recognized as a privilege extended to patients, visitors, staff, clergy, medical staff and volunteers through the courtesy of the organization. This privilege may be withdrawn at any time for breach of parking rules and regulations or for any other reason deemed sufficient by the organization.

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

#### Parking Areas

The organization has the following parking areas:

- Handicapped spots near Main Entrance
  - Five spots near the Main Entrance are reserved for patients and visitors who display valid handicapped passes. All others will be ticketed.
- Upper Level Lot
  - All patients, visitors and medical staff are entitled to park in the Upper Level Lot. There is one reserved spot for medical personnel and one reserved spot for On-Call Clergy.
- Lower Level Lot
  - All staff, clergy, volunteers and students must park in the Lower Level Lot. All St. Joseph' Villa staff, clergy and students whose shift begins between the hours of 6:00 am and 2:45 pm must park in the Lower Level Lot.
- Modified Workers
  - Staff on modified work may park in the Upper Level Lot if they display valid modified work passes.

#### Parking Fees

Free parking is considered a privilege and therefore a fee is not charged.

Parking Regulations

General

1. The organization assumes no responsibility for the damage to, loss of, or from any vehicle, while on the organization’s property. It is recommended that all motor vehicles be kept locked and all bicycles be chained and locked.
2. The organization parking lot is private property and reserves the right to control vehicle access to, and traffic on, the property, and may at any time prohibit admittance of any vehicle.
3. All vehicle operators are expected to respect the general desire for quiet around the organization’s grounds.

Regulations

Parking regulations are enforced in accordance with the terms and conditions of City of Greater Sudbury By-Laws.

1. No vehicle shall be parked in a parking space designated to others.
2. No vehicle shall be parked in any area other than within the limits set by parking lines or signs posted.
3. No vehicle shall be parked in any area other than an area designated for parking.
4. No vehicle shall be parked or left on roadways marked as "Fire Routes".
5. No vehicle shall be driven through, or enter upon, any area roped off or barricaded for maintenance purposes.
6. All receiving areas are to be kept clear for delivery vehicles.
7. Bicycles are to be parked in the racks provided.

**PROCEDURE**

n/a

**REFERENCES**

n/a

Gatekeeper: Director of Care	Last Review Date:
Next Review Date: January 19, 2017	Last Revision Date: January 19, 2016