

	Policy	Page 1 of 6 Internal ID: 413
Title: Parking Policy		
Folder: Facilities		
Approved by: Board Committee	Approval date: January 16, 2025	

Purpose

This policy establishes Georgian Bay General Hospital (GBGH) parking practices and implements parking fees in a fair and equitable manner.

Policy Statement

This policy applies to parking at the 1112 St. Andrew’s Site at GBGH, 1156 St. Andrew’s Drive at GBGH and parking at 611 Prospect Blvd both located in Midland.

This policy guides parking for contractors, employees, patients, professional staff, students, visitors, and volunteers. This policy shall be reviewed a minimum of every three years.

Definitions

Complimentary Parking: Parking will be provided free of charge with the approval of a member of the Executive Team for individuals invited to attend GBGH. This can include the media, donors, interviewees etc.

Compassionate Parking: Parking provided free of charge at the discretion of a member of the Senior Management Team or hospital coordinator (after hours) in cases where individual circumstances demonstrate significant financial hardship.

Contractor: A third-party vendor contracted by GBGH to perform work on site.

Employee: An individual employed by GBGH.

Incidents and Accidents: Any event occurring in GBGH parking facilities that result in possible harm or damage to any individual or vehicle.

Liability: The state of being legally or financially responsible for something.

Patient: An individual receiving care at GBGH.

Parking Management: Parking is managed by GBGH; however, the parking machines are contracted out.

Parking Rates: The cost of parking charged for a specific period of time.

Professional Staff: An individual granted privileges to practice at GBGH.

Students: An unpaid or paid individual completing education studies at GBGH.

Veteran: An individual who has served in the Canadian Armed Forces and who can demonstrate this service

Visitors: An individual visiting GBGH for any purpose.

Volunteers: An individual who is enrolled in Volunteer Services at GBGH who generously contributes their time and service to GBGH without financial compensation.

Procedure

What are the Parking Rates at GBGH?

Parking rates are subject to change as permitted by Ministry of Health directives.

Patient and Visitors

The parking rates for visitors and patients are as follows at the 1112 St. Andrew's Site:

First Thirty Minutes	FREE
Hourly	\$4.00
24-hour period (one time use - in/out privileges not permitted)	\$10.00
Weekly Pass (in/out privileges permitted)	\$35.00

Monthly Pass (in/out privileges permitted)	\$80.00
Lost Pass	\$10.00 - max daily rate

Electric Vehicle Charging

Electric vehicle charging is available at the 1112 St. Andrew's Drive site. The cost of this is \$1.50 for the first five hours and \$5.00 per hour afterwards.

Parking is free at the Dialysis Site at 611 Prospect Blvd.

Patients and Visitors who are veterans are eligible for complimentary parking. Patients and Visitors who are veterans or currently serving with the Canadian Armed Forces should show identification to the Registration/Switchboard staff and parking will be validated. Validation will either occur by validating the ticket or directing the individual to press the intercom and advising to have the gate lifted.

Patients and Visitors who feel they are unable to pay for the cost of parking should discuss with their care team. The care team with the approval of a member of the Senior Management Team may grant compassionate parking.

Complimentary Parking can be approved by a member of the Senior Management Team. Parking validators are available in Administration and the Captain's Cottage. A log should be kept of all parking validated.

Employees and Professional Staff

The parking rates for employees and professional staff are based solely on hours worked. Parking rates apply to staff working at both 1112 St. Andrew's Drive and 1156 St. Andrew's Drive if the employee or professional staff is enrolled in parking. Current parking rates for staff are \$0.22 cents per hour worked. Professional staff pay \$200 on an annual basis.

Parking is free for staff at 611 Prospect Drive.

Students and Volunteers

Students and Volunteers are not charged for parking. Students are not charged for parking to recognize their financial circumstances and that they are not paid to attend at GBGH but contribute to the patient experience. Volunteers are not charged for parking as they are not paid to attend at GBGH but contribute to the patient experience.

Generally

Parking gates may at times be raised with the approval of a member of the Senior Management Team or the Admin On Call. This is a unique circumstance but may be done to promote an event or to facilitate construction.

Where can I park?

At 1112 St. Andrew's Drive

Patients and Visitors

Patients and Visitors must park in a designated parking lot.

Accessible parking spaces are provided close to the main entrance and the emergency entrance. Only authorized users with valid government issued permits shall park in these spaces.

Parking for expectant mothers and young families are also located near the main entrance and the emergency entrance. These spaces are available on the honour system.

Short Term Parking and Drop Off/Pick Up

Short Term Parking is available in front of the Captain's Cottage to assist with pick up of surgical patients. This parking is marked and is subject to the 30-minute limit for free parking. Time spent beyond 30 minutes will be charged.

The roundabout areas are strictly to drop off and pick up. Parking is not permitted in these areas. Any vehicle parked or unattended in these areas will be subject to fine.

Employees, Professional Staff, Students and Volunteers

Employees, Professional Staff, Students and Volunteers must park in the designated staff parking area. During night shift parking is permitted closer to the Hospital for safety. Parking in visitor and patient areas may result in progressive discipline. At this parking is identified by license plate registration which may be audited from time to time.

Exceptions due to safety concerns may be granted regarding parking location in unique circumstances with the approval of Occupational Health & Safety.

At 611 Prospect Drive

There is no designated parking for Georgian Bay General Hospital at this location. Patients, Visitors and Staff may park in any available parking space.

How to Pay for Parking?

Patients and Visitors

Patients and Visitors should take a parking ticket on entry. This ticket should be brought with the patient or visitor into GBGH. Payment is made at parking machine inside. Payment can also be made by credit or debit at the external gate.

Employees and Professional Staff

At the time of hire or at the time of being granted privileges, the individual must enroll in parking. Parking rates are made by payroll deduction for employees. Professional Staff pay at the time of the credentialing process.

Employees and Professional Staff access the parking lot through their Hospital ID badge. Professional staff are eligible to park in the designated physician parking spots.

If an individual elects to unenroll from parking they must provide at least one pay period notice to People Services at hrquestions@gbgh.on.ca.

How are Parking Rates set at GBGH and what is done with the revenue?

Parking rates are set by GBGH with consideration to parking rates regionally and with consultation with the Patient and Family Advisory Committee. Parking rates comply with the Ministry of Health Parking Directive.

All revenue collected from paid parking goes directly toward the ongoing operations of the hospital.

How is Parking enforced at GBGH?

Parking violations risk being ticketed by Midland by-law enforcement.

Parking violations may result in an overhead page with a vehicle description and license plate requesting the vehicle be moved OR may immediately result in a call to Midland by-law for enforcement.

Employee and Professional Staff parking violations regarding parking in non-designated parking spaces will result in progressive discipline and discussions regarding privileges. Parking in no parking areas by employees or professional staff will result in a call to Midland by-law for enforcement.

What if my vehicle is damaged at GBGH?

GBGH assumes no responsibility for the loss or damage to a vehicle or contents due to fire, theft, vandalism, collision or otherwise, however caused.

What do I do if I have a complaint?

Complaints or concerns regarding parking should be directed to Patient Relations. A response will be provided within 30 calendar days.

Contact Information:

PatientRelations@gbgh.on.ca

705-526-1300 ext. 5641

705-797-3130

Patient Relations
Georgian Bay General Hospital
P.O. Box 760 Midland ON
L4R 4P4

References

Collingwood General and Marine Hospital, Parking, (2019)
Ministry of Health (May 2016) Provincial Parking Directive
Muskoka Algonquin Healthcare, Parking (2024)
Orillia Soldiers Memorial Hospital, Parking (2017)
Royal Victoria Regional Health Centre, Parking Policy (2022)

Revision History

Revision Date	Significant Changes
January 16, 2025	Significant revisions to content. Rates reflective of current state