

Hospital-wide Policy: **Parking Policy and Guidelines**
Reference #: AD0039

Origination Date: 09/2011
Next Review Date: 07/2017
Effective Date: 07/2014

Approval Date:
07/2014

Approved By:
President, St. Francis Regional Medical Center

Policy Owner/Ownership Group: President, St. Francis Regional Medical Center
Policy Information Resource:

SCOPE:

Departments, Divisions, Operational Areas	People Applicable to (Physicians, RNs, Contractors etc.)
Hospital-wide	All Staff

POLICY STATEMENT:

Safe and adequate parking will be provided for patients, visitors, employees and physicians.

It is recognized that establishing parking requirements is challenging, as everyone cannot have the most convenient parking. We ask all employees to respect the parking rules so patients may have the most convenient parking, physicians can easily access the hospital and reasonably convenient parking is available for all employees. Misuse of parking privileges is disrespectful of the St. Francis values and will result in corrective action. To provide a safe environment, security guards are available between 6:00 PM and 6:00 AM to escort employees to their cars and will patrol the employee parking lot during employee shift changes.

DEFINITIONS: N/A

PROCEDURES:

A. Employee Parking:

1. All employees must park in the designated green areas as outlined in the attached map (addendum A).

B. On Call Employees:

1. Employees called in for urgent patient care needs may park outside of the Emergency Department.

C. Physician Parking:

1. Located west of the hospital directly outside of the Emergency Department. Designated spots are identified with signs.

D. Visitor Parking:

1. Located outside of the front entrance of the campus in the South lot as well as in designated spots directly outside of the Emergency Department in the West lot.

E. Vendor Parking:

1. Allowed in the back of the South lot in front of the main entrance. At no time will vendors be allowed to park in patient or physician designated parking slots.

F. Unauthorized Parking Areas:

1. At no time is anyone allowed to park in the Park Nicollet parking lot, Cancer Center lot, loading dock areas in front of St. Francis or St. Gertrude's, public streets or any grassy areas.

PROTOCOL: N/A

FORMS: N/A

ALGORITHM: N/A

ADDENDUMS:

- A. [Parking Map](#)

FAQs: N/A

REFERENCES: N/A

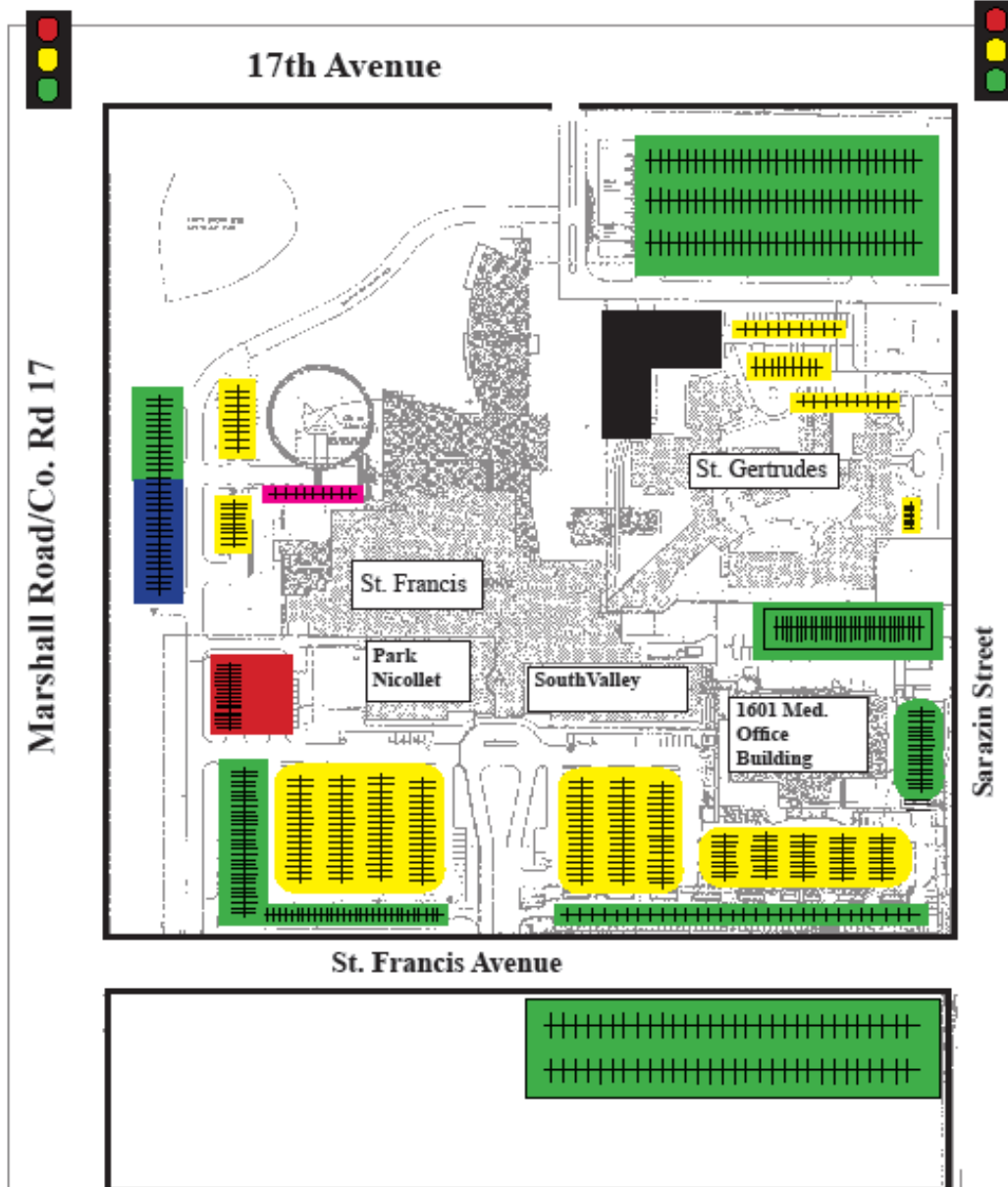
Related Regulation and Laws: N/A

Alternate Search Terms: N/A

Related Policy	Content ID	Business Unit/Dept. where Originated

Policy Replacing	Content ID	Business Unit/Dept. where Originated

Stakeholder Groups



- Employee Parking**
- Patient Parking**
- Physician Parking**
- Cancer Center Parking**
- No Parking - Park Nicollet**