

COVID-19 UPDATE

Keeping You Safe



To: All Hospital and Health Research Institute staff and professional staff

From: Jean Bartkowiak, President & CEO

Date: June 19, 2020

RE: Reinstatement of Parking Fees - Revised

Beginning **Wednesday, July 1, parking fees will be reinstated at Thunder Bay Regional Health Sciences Centre for all Hospital employees, professional staff and members of the public.**

Temporary free parking began on April 1 as part of our Hospital's COVID-19 pandemic response.

As we enter the province's Phase 2 of Work Place Standards, Hospital operations increase, as well as the number of staff working on site.

Employees who have parking deducted from their bi-weekly pay will have the deduction reinstated starting on their July 9 pay which covers the first half of July parking privileges. No further action is required by employees.

Physicians or privileged staff that have been invoiced for annual parking will be credited for parking from April to June. This credit will be automatically processed. If physicians or privileged staff have already paid their parking invoice, a refund shall be automatically calculated and issued. These credit invoices or refunds will be issued in late July or early August.

Employees who pay for their parking on a monthly basis will continue to purchase their pass at the Cashier Office and must bring their receipt to Security along with their Hospital ID card to resume parking privileges. A reminder that all full and part time staff are to sign up for payroll deduction.

Employees that will be able to continue working from home after July 1, and want to suspend or stop their deductions, must submit a parking cancellation form one (1) week prior to the first of the month. The Parking cancellation form is available on the Hospital's Intranet, or can be picked up at Security. Employees will need to notify Security if they return to working on site and need to activate parking fees and access to their staff parking lot.

We understand the frustration that comes with the need to pay for parking. The costs associated with parking lots are not covered by government funding. Parking lot maintenance costs are more than \$1 million each year. This includes asphalt maintenance, clearing snow, painting lines, lighting, and other costs associated with the safe operation of the lots. We take every step to ensure that parking rates as low as possible, and kept well below the average cost at other Ontario hospitals.

Parking rates also support our Hospital to direct more funds to patient care.

We maintain our thanks and appreciation for your continued willingness to do what is necessary for the health and safety of our patients, their families, and the community during the COVID-19 pandemic.