Policy ID: 3396
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I. PURPOSE

This section outlines the policy and procedures for visitor parking validation at the University of California, Davis, Health System (UCDHS).

II. SETTING

Health System

III. GENERAL
   a. While University policy states that parking must be funded solely by user fees, UCDHS may validate certain visitor and patient parking for business reasons. Parking validations are only good in gated parking lots.
   b. All other visitors, including patients and persons transporting patients to and from UCDH, must pay the current visitor rate.
   c. Staff, faculty and students are not eligible to receive validated parking unless they are parking as patients and have obtained an Employee Appointment Permit.

IV. POLICY
   a. Visitors using gated parking lots at UCDH for business purposes, may be entitled to a parking validation at the discretion of the hosting department.
   b. Outpatient clinics, funded research studies, and inpatient units may validate patient parking. Validations are issued only with the approval of the department chair or manager.
   c. It is the visitor's/patient's responsibility to request that their entry ticket be validated. Those who do not have their entry ticket validated shall be required to pay the current hourly rate.
   d. Under no circumstances are any UCDH personnel to obtain a validation unless accessing UCDH services as a patient. Employees who abuse validation policy shall be required to repay the department for all unapproved charges to their cost center. Parking Services shall monitor the system to ensure that validation procedures are not abused by employees and is responsible for initiating appropriate action when abuse is detected. Please refer to University of California Standards of Ethical Conduct.