

### Boomerang Permit

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#### Purpose

The Boomerang Permit is intended to facilitate and expedite access to and from parking at OHSU for approved Qualifying Staff with a compelling business need to leave and return to campus while ensuring they have a parking space available when they return.

#### Definitions

**Member** – OHSU Members as defined in the OHSU Code of Conduct

**Non-Member** – Includes patients, patient companions/visitors, and all other persons who are not considered OHSU Members.

**Qualifying Staff**- Any staff Member that has a compelling business need to leave and return to campus throughout their work day for work related business; and/or requires immediate access to a centrally located parking area so as not to interfere with patient care or other emergent needs of their department.

#### Procedure

##### **Approving Authorities**

The Director of the requesting department will review all applications for the Boomerang Permit Program and determine if the applicant is qualified, as defined above. If the Director approves the application, it will be forwarded to the Associate Director of Transportation and Parking (T&P) for final review and approval.

##### **Application Process**

To be eligible for the Boomerang Permit, applicants must already have an active parking permit in the corresponding parking zone. Boomerang Permit request may only be submitted by the department Director. The Boomerang Permit may be applied for by the following process:

- Contact T&P for the application form

# Facilities & Real Estate - Department Procedures

- Print the application form and provide all required information, including department Fiscal Authority Identification (FAID) and Alias account to which the monthly fee will be billed.
- The department Director will forward the approved application to the Associate Director of T&P for final approval.

Upon approval, T&P will notify the requesting department Director, via e-mail or phone, when the permit is available, and provide information on where to pick up the permit. If the permit is to be picked up at T&P, applicants will need to show their OHSU ID.

Each Boomerang Permit will be issued as a hangtag. Each permit issued shall have the department name and individual's license plate clearly written thereon. Each department will purchase the number of spaces they will use in the permit area. It is the responsibility of each department to monitor their department's use of the Boomerang Permit areas to assure that they are utilizing only the number of spaces allocated to their department.

## **Use Guidelines & Limitations**

The permit may be used to access and park in the marked and designated Boomerang Parking Permit spaces. Please contact T&P for further details.

## **Use Restrictions**

- The permit is only valid for the vehicles with the license plates that are listed on the Boomerang Permit Program Request form that was submitted to T&P.
- Only the number of spaces assigned to each department may be used at any one time.
- The pass may not be used in place of any other parking permit or instrument.
- Failure to display the Boomerang Parking Permit may result in a parking ticket.

## **Suspected Misuse**

Any suspected misuse of a permit shall be reported to the Transportation and Parking Department for investigation and follow up and may result in immobilization of the vehicle, fines, criminal prosecution, and HR actions up to and including termination, or other actions as necessary.

## **Disqualification & Revocation**

Applicants with a history of extensive and/or egregious parking or parking-related violations at OHSU may be disqualified from receiving a Boomerang Parking Permit at the discretion of the Associate Director of Transportation and Parking. A permit may be revoked by the approving authorities due to a change in the pass holder's role at OHSU, or due to misuse of the permit.

Any misuse of spaces, including using more spaces than are allocated to an individual or department, may be grounds to disqualify an individual or department from the program. Additionally, the individual or department may be liable for any parking fees or fines related to this misuse.

## **Process Management & Inquiries**

The Director and Associate Director of Transportation and Parking jointly manage implementation of this protocol. Questions should be directed to the Associate Director of Transportation and Parking.