



OHSU CAMPUS ACCESS AND COMMUTE SERVICES

Title: MyCommute Carpool Discount Program

oc. #: 404.12.101	Category: Program Management
Origination Date: 07/01/2026	Effective Date: 07/02/2026
Owner: Brett Dodson, Director of Campus Access and Commute Services Skai Dancey, Associate Vice President of Facilities Greg Moawad, Vice President Campus Services	

PURPOSE:

The program is intended to incentivize GPS-logged commute trips to or from eligible OHSU worksites with carpools of two or more OHSU commuters. Discounts are based on eligible trips logged in the OHSU MyCommute platform with the goal of reducing parking demand at OHSU campuses.

PERSONS AFFECTED:

MyCommute Eligible Members: OHSU members with a network ID and who have a work or school location within the TriMet service boundary, Scappoose, or telework.

RESPONSIBILITIES:

Users are responsible for the following to be eligible for the MyCommute Carpool Discount Program:

1. MyCommute members carpool with other members to or from an eligible OHSU worksite
2. Drivers book their own wage-based daily parking in MyCommute
3. Both drivers and riders ensure their trips are GPS-logged
4. Both drivers and riders ensure their trips are correctly recorded

Users are not able to make retroactive corrections and administrators are not able to correct any mistakes.

PROCEDURE: Information about OHSU carpools and the discount program are available at:
[www.ohsu.edu/carpoolhttps://www.ohsu.edu/visit/ohsu-carpool](https://www.ohsu.edu/visit/ohsu-carpool)

The following are qualifiers for OHSU GPS-logged carpool trips:

1. Only weekday trips are eligible to count towards the discounted parking program
2. Trip distance must be a minimum of 1 mile
3. Trip must be logged via GPS recording in the OHSU MyCommute App
4. The ride cannot start and stop at the same campus/location
5. The rider's car cannot be parked at an OHSU pay-to-park location or in the surrounding neighborhoods (the Crossings parking facilities are the only exception)
6. An eligible trip consists of a trip to or from OHSU as part of an inbound or outbound commute (e.g. mid-day trips for lunch or errands do not qualify)

OHSU Carpool 404.12.101 Rev. 07.01.2026

This document can be printed for use. The printed version is not subject to revision control and is for reference only.



OHSU CAMPUS ACCESS AND COMMUTE SERVICES

Title: MyCommute Carpool Discount Program

7. Only 2 carpool trips per day can be logged
8. Excludes uses deemed ineligible by the program administrator

Suspected Misuse

The program administrator reserves the right to determine trip eligibility and exclude trips or uses that do not align with the spirit, intent, or requirements of the program.

Any suspected misuse shall be reported to CACS 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 needed.

Disqualification & Revocation

Members with a history of extensive and/or egregious parking or parking-related violations at OHSU may be disqualified from receiving a parking permit at the discretion of CACS. A permit may be revoked due to a change in the permit holder's role at OHSU or due to misuse of the permit.

PROCESS MANAGEMENT AND INQUIRIES

Campus Access and Commute Services manages the implementation of this procedure, and any questions should be directed at them.

RELATED DOCUMENTS/EXTERNAL LINKS:

www.ohsu.edu/carpool

O2.ohsu.edu/carpool

www.ohsu.edu/visit/policies-and-procedures

MyCommute Procedure