

Request for concessional parking rates for patients and carers



Concessional car parking rates are available to mitigate the cost of car parking charges for patients required to attend a public hospital facility for a course of treatment over an extended period of time, and for carers of long term patients who visit frequently ([MoH Policy Directive PD2017_008](#)).

PLEASE CHECK IF YOU ARE ELIGIBLE FOR A CONCESSION RATE		
✓ Tick One	Category of concession	What you need to do to claim concession
	Concession card holder (NO FORM REQUIRED)	Present your eligible government card or permit to any validation point listed below. Ticket can be paid (if required) at any pay station or using paywave at the exit gate.
	Health Promotion education class attendees (includes Cardiac Rehab) (NO FORM REQUIRED)	Clients attending these classes must present their class card to a validation point. Single entry/exit tickets can be validated at any of the validation points listed below. 0-3 hours free, 3-24 hours \$0. Ticket can be paid (if required) at any pay station or using paywave at the exit gate.
	Patients and their carers who are required to attend the hospital for a course of treatment over an extended period of time greater than one week and ongoing cancer treatment patients	You are entitled to a 1 day ticket. Present this form to a staff member in the department or clinic administration check-in staff where treatment is being delivered for authorisation. Ticket can be paid (if required) at any pay station or using paywave at the exit gate.
	Patients and their carers attending more frequently than twice weekly including carers of long term patients who visit frequently	You are entitled to a 3 or 7 day ticket. Present this form to a staff member in the department or clinic administration check-in staff where treatment is being delivered for authorisation. Payment must then be made at any pay station (not at the gate).
	Daily dressing outpatients	
	Financial Hardship	If you do not meet the listed eligibility criteria but are experiencing financial hardship, an application can be made for assessment of individual circumstances. Please speak to the Nurse Unit Manager or contact the Social Work department.

Validation points:

Single entry tickets	3-7 entry tickets
<ol style="list-style-type: none"> Metro Parking office in Building 1, Monday to Friday 6am to 8pm Building 57 Outpatients Reception Mon to Fri 8am to 4:30pm, Building 17 (Gate 5) Bernard Curran Aged and Rehab Care Reception, Mon to Fri 8am to 4:30pm Building 14 (Gate 6) GP Unit Mon to Fri 8am to 5pm M-F and 8:30am to 11:30am Saturday Building 50 Level 2 Ante-natal Clinics. Mon to Fri 8am to 4:30pm After hours: Building 50, Emergency Department reception or Building 17 (Gate 5) Level 3 Mary Giles Inpatient Ward reception Mon – Fri 4:30pm to 8am and all day Saturday & Sunday 	<ol style="list-style-type: none"> Metro Parking office in Building 1, Monday to Friday 6am to 8pm. After hours: Building 50, Emergency Department reception - Mon – Fri 4:30pm to 8am and all day Saturday & Sunday

ELIGIBLE - PLEASE CONSIDER WHICH OPTION IS BEST FOR YOU

Parking rates are adjusted annually. Rates shown below are current until 30th June 2019

1 day ticket	\$5.60 NOTE: Staying overnight? If your car has been in the car park for greater than 24 hours charges will apply for each 24 hour period or part thereof . For stays greater than 48hrs consider 3 day or 7 day ticket.
3 day ticket	\$11.30 Frequent use allowing multiple entries and exits in a consecutive 3 day period
7 day ticket	\$22.60 Frequent use allowing multiple entries and exits in a consecutive 7 day period
<ul style="list-style-type: none">• A 1 day ticket needs to be stamped in a validation machine so that the concession rate applies. Refer to the table on the first page of this form to find out how to get your concession rate validated.• Payment for validated 1 day tickets can be made at any pay station or by paywave/credit card at the boom gate• 3 or 7 day ticket options are available at all validation locations BUT require confirmation of 3 OR 7 days at a pay machine.• No refunds are available for unused days	

PROVIDE APPLICANT DETAILS (person requesting the concession rate)

Full Name _____

Signature _____

ALL DETAILS BELOW THIS LINE TO BE COMPLETED BY AN AUTHORISED STAFF MEMBER
Forms that are incomplete / not signed by an authorised person may not be processed by Metro Parking

Affix patient label here

Complete **ALL** patient details

OR Patient Name _____
MRN _____
Ward _____

I verify:

- the applicant detailed above is eligible for the concession parking rate category **ticked on page 1** (in line with the [MoH Policy Directive PD2017_008](#));
- I have confirmed that my designation has approval to authorise this category of concession (refer to Concessional Parking Staff Work Instruction/ Concession FAQ);
- I have sighted the applicants photo ID; and
- I am aware that concession approvals are retained and audited by NSLHD Internal Audit.

Staff Full Name (PRINT) _____ **Assignment Number** _____

Designation (circle one) Nurse Unit Manager / Department Manager / In Charge/ Administration Check In staff

Department/Ward _____ **Phone number** _____

Signature _____ **Date** _____

For patients requiring extended treatment - Valid to date: _____