



Nephrology Nurses Week starts September 8th

NEED TO KNOW

Fully subsidized ORCA cards now available for all employees

Starting October 1st, Northwest Kidney Centers will fully cover the cost of monthly ORCA cards for all employees who plan to use public transportation to commute to work 10 or more days a month. With this enhanced benefit, we encourage more staff to explore alternative methods to commute to work.

To receive your fully subsidized ORCA card starting in October, please fill out the [form](https://knet.nwkidney.org/docs/1725378763459.pdf?t=638610353860490260) (extension://efaidnbmnnnibpcajpcglclefindmkaj/https://knet.nwkidney.org/docs/1725378763459.pdf?t=638610353860490260) on K-Net and submit it to the People team by September 16th. For those already using this benefit, you will need to complete a fresh application. The People team will reach out individually with current users via email to have them submit a new one.

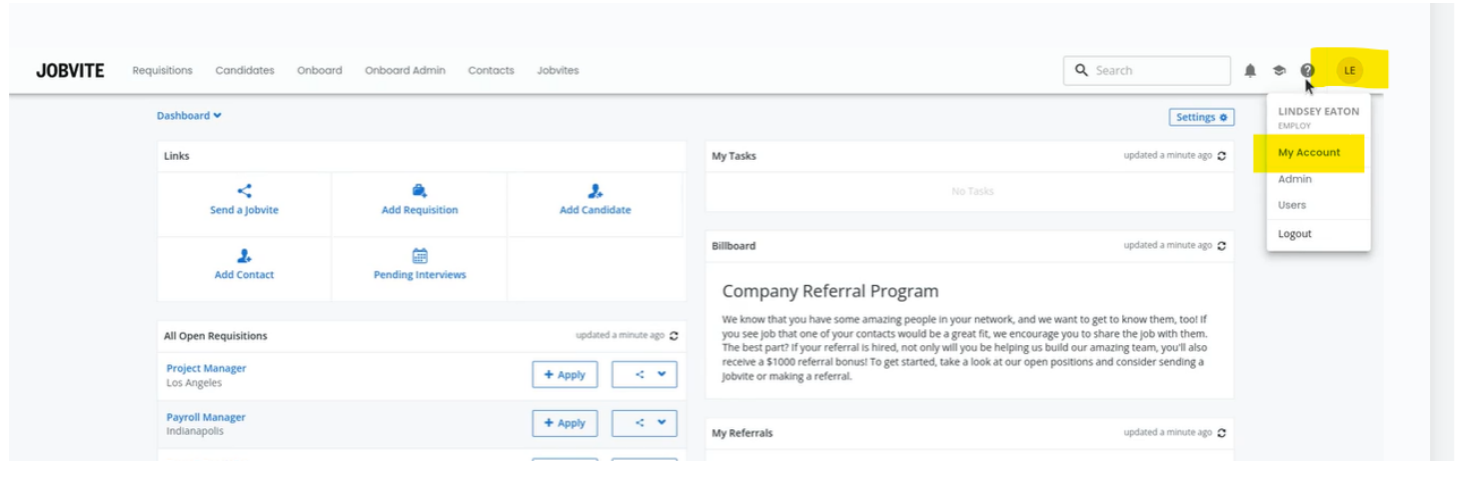
If you miss this deadline, you can sign up by the 10th of each month for passes starting the following month. For more details, contact the People team or visit [K-Net](https://knet.nwkidney.org/docs/1725378763459.pdf?t=638610353860490260) (extension://efaidnbmnnnibpcajpcglclefindmkaj/https://knet.nwkidney.org/docs/1725378763459.pdf?t=638610353860490260).
(file:///G:/FDPRShared/0%20-%20Public%20Relations/Newsletters/Staff%20Update/2024/8-23-24/Staff%20Update%208-23-2024_draft.docx#_msocom_2)

How to get real-time updates about NKC job opportunities

Have you ever wondered how you can get real-time updates on job opportunities with NKC? Create a Job Alert!

1. Log in to Jobvite
2. Click on your initials in top right corner, select My Account
3. Click on Job Alerts
4. Click + Create New Alert
5. Select the Category – Admin / Clerical, Dialysis Technician, Leadership, Nursing, Professional / Technical, Service / Trades.
6. Select the Location – Auburn KC, Burien KC/Pavilion, etc.
7. Click Save!

Job Alerts will last 60 days, and you can delete or refresh them by returning to the My Account Job Alerts page. Remember, Jobvite works best in Chrome, so bookmark the page next time you visit.



Clarity MFA will be launching on Oct. 14th

Beginning October 14th, all staff members using Clarity will be required to set up Multi-Factor Authentication (MFA). This will require the download of either the Google or Microsoft Authenticator app and you may want to do that ahead of time. Additional information will be provided as the launch date approaches.

New system for invoices and vendor payments coming soon!

Later this month, we'll transition to a new internal system called iPayables to streamline the process for submitting and approving invoices. Vendors will need to start submitting invoices to a new email address (ap@nwkidney.org) starting Sept. 23rd, or they can sign up for InvoiceWorks, an online portal where they can submit invoices and check payment status. We've been communicating this change with vendors for the past month, and will send them another reminder via letter/email in the coming weeks. We'll also post a tipsheet on K-Net for any staff who will process invoices and who may not have been able to attend any of the training sessions last month. If you have questions, please email Heidi Lee at heidi.lee@nwkidney.org.

NKC anniversaries





NICE TO KNOW

Grateful patient form available on K-NET

Reminder , if any staff are looking to connect patients to our Grateful Patient Program and the Development team , the form is now live on [K-NET](https://knet.nwkidney.org/webform/GratefulPatientProgram?id=1723052138308)(<https://knet.nwkidney.org/webform/GratefulPatientProgram?id=1723052138308>).

Card access to NKC facilities / garages

Most staff do not have 24/7 access to Northwest Kidney Centers facilities . Unless you work in leadership /management , Plant Operations , Facilities Support Services , BioMed , IT or Security , access to facilities is available between 4:30 a.m. and midnight . Please be aware that before 4:30 a.m. and after midnight , you cannot enter Northwest Kidney Centers buildings or garages . Please coordinate with your manager if you need access outside of these hours .

Local legislators tour Yesler Terrace clinic

We would like to thank Washington state Sen. Rebecca Saldaña and Reps. Sharon Tomiko Santos and Chipalo Street for joining our staff and Board of Trustees members last week for hardhat tours of the Yesler Terrace clinic , slated to open in October .

Staff are invited to join us in celebrating the opening of our flagship clinic at an open house on Wednesday , September 25th from 5-7 p.m.





Volunteer at the 2024 Discovery Gala

Our annual Discovery Gala is our only fundraising event of the year, and we need your help to ensure our donors and guests have the best experience possible! Event net proceeds help fund Northwest Kidney Centers patient programs and services, including support for kidney transplants.

Volunteer dinner, parking and pre-event training are provided. Volunteers must be at least 16 years of age. Dress code is business/dressy.

Sign up for any of the volunteer opportunities listed [here \(https://nwkidney.eioinme.org/NKCvolunteer\)](https://nwkidney.eioinme.org/NKCvolunteer).

Noted <https://www.kidney.org/news/2018/10/18/2018-10-18>.

Not available on Saturday but still want to help? Help the Development Team prep Gala materials at Burien Pavilion on Friday, October 25. Four volunteers needed 10 a.m. – 1 p.m.

Questions? Email [Rachel McKeon](mailto:rachel.mckeon@nwkidney.org) (mailto : rachel .mckeon @nwkidney .org ?
subject = Volunteering % 20at % 20the % 20Discovery % 20Gala)

Thank you in advance for your support !
