



*The 2024 Discovery Gala was a success! Thank you to all staff who volunteered!*

## **NEED TO KNOW**

### **Preparing for ADP launch on Nov. 10**

Starting Monday, Nov. 4, non-exempt/hourly staff will need to set up biometrics in the new ADP timeclocks to ensure they are ready to use the new clocks starting on Nov. 10. Managers must assist staff in setting up their biometrics. Any people manager can help with biometric setup.

For details on how to use the new ADP timeclocks, please review the trainings assigned to you via Northwest Kidney Centers' learning management system, MedTrainer. Non-exempt, or hourly, staff

should complete all trainings. Exempt staff will only need to complete “Accessing WorkForce Manager and Dashboard Overview” and “WorkForce Manager: My Time Off Tile”.

You can log into your MedTrainer account [here](#) to review the courses' details and track your learning. If you have questions, please contact the People Team at [people@nwkidney.org](mailto:people@nwkidney.org).

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**Open Enrollment Period: Sunday, November 3, 2024 - Saturday, November 16, 2024**

Open Enrollment will be opening soon for employees to make changes to their medical/vision, dental, and life insurance coverage and beneficiary contact information. Employees participating in NKC FSA/HSA plans will need to choose election amounts for the new 2025 plan year. You will be able to add or remove the following dependents from your plan: spouse, domestic partner, and/or children. This is all available as a self-service option in ADP under your Benefits Profile.

If you would like to meet to discuss Benefit Offerings or need support with making changes, you can join one of four online Open Enrollment Q&A sessions by clicking on the day/date below.

- [Monday, 11/4/2024](#), 2:00-3:00 PM
- [Wednesday, 11/6/2024](#), 12:00-1:00 PM
- [Monday, 11/11/2024](#), 5:00-5:30 PM
- [Thursday, 11/14/2024](#), 7:30-8:00 AM

There are also in-person presentations:

- 11/6/2024 2:00-3:00 PM: Rainier Beach PM Shift Employee Presentation
- 11/6/2024 3:00-4:00PM: Rainier Beach AM Shift Employee Presentation
- 11/8/2024 2:00-3:00PM: Bellevue Presentation
- 11/8/2024 3:00-4:00PM: Kirkland Presentation
- 11/13/2024 2:00-3:00PM: Port Angeles Presentation

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### **Get ready for the Fall ICH-CAHPS patient survey!**

We're gearing up for the Fall 2024 ICH-CAHPS survey, and the survey will be sent to in-center dialysis patients starting Nov. 1st, with data collection running through January 10, 2025.

We're required by CMS to administer this survey two times a year, in the spring and the fall. Our goal is to collect 30+ completed surveys at each clinic, and we need your help!

Please remind patients to watch for the survey in their mailboxes and encourage them to participate. It's a valuable opportunity for patients to provide feedback, which helps us continue improving the care we provide. While staff can't assist with filling out the survey, a friendly reminder from you can go a long way! Thank you for helping make sure our patients' voices are heard.

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### **Employee giving campaign launches November 15**

This year's annual employee giving campaign kicks off November 15 and goes through December 13. There will be amazing prizes – all participants (current and new) will have a chance to win.

More information will be shared as we get closer to the start date. Thank you in advance for your support! We're so proud to be a part of the Northwest Kidney Centers' community of heroes who are dedicated to our patients and to each other.

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### **New Single-Sign-On and Authentication platform rollout – Okta**

NKC uses Microsoft for our Single-Sign-On (SSO) and Multifactor Authentication (MFA) as its security platform. We have heard your feedback about some challenges with Microsoft's platform, so we are taking steps to enhance your experience.

We are excited to announce that we are transitioning to a new platform, Okta. Due to its user-friendly interface and robust security features, Okta is already being used successfully in other Seattle healthcare organizations, such as UW Medicine and Seattle Children's.

Key Features You Can Look Forward To:

1. Okta Dashboard: Enjoy a centralized landing page that displays all NKC applications you can access in one place.

2. Desktop SSO: If you're using an NKC computer, you can log into your Okta Dashboard and applications seamlessly without needing to enter your username or password.

3. Okta Verify App: When MFA is required, simply select the correct number from three options, eliminating the need to enter codes manually.

4. MFA Request Reduced: The platform will also reduce the amount of MFA you will need to do throughout the day.

These are just a few features you'll experience on the new platform. As we continue to build out Okta, there will be even more enhancements.

Given the significance of this transition, we'll implement it in phases. We will send out communication for each application move. During this period, you'll need both the current Microsoft Authenticator and the new Okta Verify app for MFA. We appreciate your patience as we make this important shift. Once the transition is complete, we will notify you when you can stop using the Microsoft app for the NKC systems and rely solely on Okta Verify.

Look out for future emails regarding how to log in to your Okta Dashboard and set up the Okta Verify app. Thank you for your understanding and support as we improve our security platform and experience.

If you have any questions, please do not hesitate to email [cybersecurity@nwkidney.org](mailto:cybersecurity@nwkidney.org).

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### **Patient medication update: Phosphate binders now required to be dispensed by NKC pharmacy**

Starting Jan. 1, 2025, Northwest Kidney Centers dialysis patients who have Medicare (either traditional Medicare or Medicare Advantage) will need to obtain their prescription phosphate-lowering medications, also referred to as phosphate binders, through the Northwest Kidney Centers pharmacy.

We have communicated with patients and physicians about this change and have requested that all prescriptions for phosphate-lowering medications be transitioned to the Northwest Kidney Centers pharmacy no later than Dec. 30, 2024.

We have created a number of materials to support this transition, including a patient FAQ and chairside talking points for staff. These resources can be found on [K-Net](#).

The medications that patients may have questions about include the following:

- Sevelamer carbonate (Renvela)
- Sevelamer hydrochloride (Renagel)
- Calcium Acetate (Phoslo)
- Sucroferric oxyhydroxide (Velphoro)
- Lanthanum carbonate (Fosrenol)
- Ferric Citrate (Auryxia)
- Tenapanor

If a patient has questions about this change, please direct them to your clinic's dietitian.

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**NKC anniversaries**

## NKC Anniversaries Oct. 18th - Nov 1st

25 YEARS

Lesley Germino

23 YEARS

Marlene Dulay

22 YEARS

Rachel Becker  
Stephanie Braulik

17 YEARS

Sheila Barnett

13 YEARS

Michelle Malang

8 YEARS

Leila Woolsey  
Maricel Pine

2 YEARS

Lallana Crisanto  
Maria Valera Johnson  
Marissa Martinez

1 YEAR

Sarah Schulhauser  
Angela Villena  
Hana Demisse  
Melody Felicitas

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## NICE TO KNOW

### Thank you Gala volunteers!

We want to give a special shout-out to our colleagues who volunteered at Saturday's Discovery Gala. We couldn't have done it without your incredible support! Thanks to your help, we pulled off an amazing event and were able to raise funds to support our patients. Staff can view the video that was shared at the gala [here](#).





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### **Kaiser Permanente Webinar - Food is Medicine**

Kaiser Permanente is hosting a series of virtual learning sessions, “Here’s to Your Health”. Each 30-minute session is led by a clinical expert and will focus on how to optimize your personal health. Learning sessions will be held monthly.

The events are offered at no cost and are open to anyone interested in learning about how to engage in healthy activities and learn about resources available.



## Upcoming Session:

### *Food is Medicine*

presented by **Dr. Mamatha Palanati**

**Wednesday, November 20, 2024**

**12:30 p.m. – 1:00 p.m. PST**



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### Send us your patient stories

The Communications team is always looking for new patient stories! If you have a story idea, please email it over to [communications@nwkidney.com](mailto:communications@nwkidney.com).

Recently the SeaTac team cared for a patient visiting from Germany. The patient, Christian Trillhaas, just completed his 5 treatments at SeaTac KC. He was very thankful to staff stating he received wonderful care here and always enjoys visiting. He said that Lajara Wardman in admitting was so kind and helpful arranging his treatments here and he was incredibly grateful for her help. Great job to the team in SeaTac!



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### **Calling all military veterans!**

Veterans Day is quickly approaching, and we want to honor and show our appreciation for all the former veterans who currently work at NKC. If you are a veteran and would like to be recognized, please submit a photo of yourself (preferably in uniform!) to [Communications@nwkidney.org](mailto:Communications@nwkidney.org) by Nov. 6. Thank you!

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### **Don't forget to fall back!**

As a reminder, daylight savings ends on Sunday Nov 3. Don't forget to set your clocks back one hour.

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### **Job of the week**

Our Bellevue, Lake City & Kirkland Kidney Centers are hiring for Dialysis Technicians. Positions are eligible for the Employee Referral Bonus!

<https://www.nwkidney.org/careers/>

**Did you miss an issue or would like to reread this one? View all past issues on K-NET [here](#).**