



January 20 is Martin Luther King Jr. Day. Be sure to check out some of the MLK Day volunteer opportunities below.

NEED TO KNOW

Mid-year All-hands meeting on January 28

Please join Rebecca Fox, President and CEO, and other members of the executive team for a virtual mid-year update on January 28. This moderated discussion will feature a brief presentation and time for Q&A. To submit questions prior to the meeting, please email them to communications@nwkidney.org.

Attendees will also be able to submit questions on the day of the meeting via the chat feature.

We look forward to this chance to connect on the latest and greatest happenings at Northwest Kidney Centers.

New Employee Orientation revamp now live

We're rolling out some big changes to our New Employee Orientation (NEO) to make it an even better experience for new hires! Starting this month, new employees' first day will run from 9 a.m. to 2:30 p.m. (they'll still be paid for a full 8-hour workday).

We've also refreshed some of the presentations and added a short tour of our dialysis museum to the NEO schedule. After the NEO session ends, managers will connect with their new employees, either in person or virtually. This quick check-in helps reinforce what new hires learned during the day, provides a personal welcome to the team, and gives employees a chance to ask any questions. The People team will send leaders guidelines on how to make the most of this important moment.

These changes are designed to make our new employees feel welcomed, supported, and ready to hit the ground running on day 2!

Time to review your ADP information

As we kick off the new year, it's a good opportunity to take a few moments to review your personal information in ADP and make sure everything is up-to-date. Here are a few things to double-check:

Health plan benefits

- Did everything look correct during open enrollment? Log into ADP and click on *Benefits* to review your selections and confirm they're accurate.

Beneficiary information

- Is your beneficiary information current? It's always a good idea to make sure this is updated, especially if you've had any significant life changes like getting married or having a baby.

401(k) contributions

- Review your savings goals. Take a look at your 401(k) contributions and consider if you'd like to make adjustments. Log into your account at [Empower](#) to update your contributions.

Tax withholding

- Tax season will be here before we know it! Now is a good time to review your tax withholding in ADP to avoid any surprises come April.

Address update

- Have you moved recently? Make sure your address is up to date in ADP so that important documents, like tax forms, reach you without any issues.

If you have any questions, please reach out to people@nwkidney.org.

Reminder to please complete your trainings

Compliance training:

- All staff should have received an email with the link to complete the training in KnowBe4. Please remember to complete this mandatory training. For any questions, please reach out to compliance@nwkidney.org.

MedTrainer trainings:

- OSHA - Ergonomics and Injury Prevention
 - Alzheimer's Disease and Related Dementias (**Patient facing staff only**)
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Opportunity to support NKC's greenspace stewardship with RBAC

Each year, we partner with the Rainier Beach Action Coalition (RBAC), longtime friends in our community, to support the greenspace cleanup near our Rainier Beach clinic. On Friday, January 17th, we will continue this tradition through our Greenspace Stewardship project. This marks our third year collaborating with RBAC to maintain and enhance this space.

Date: Friday, January 17, 2025

Time: 10:00 AM – 12:00 PM

Activities:

- Flower bulb planting
- Winter flower planting
- Blackberry vine removal
- Litter pickup
- Rose bush trimming
- Sidewalk cleaning

What to bring: Just yourself! RBAC will provide all tools, gloves, and bulbs for planting.

To sign-up, please reach out to erin.lee@nwkidney.org.

NKC Anniversaries

NKC Anniversaries December 30 - January 10

24 YEARS

Yungsoon Lee
Kim Benning

23 YEARS

Janice Yarbero
Rudolfo Lizama
Dokhee Cho

22 YEARS

Debra Marcella

16 YEARS

Elizabeth Mayorga

13 YEARS

Yuko Hamasaki

12 YEARS

Tanya Wolff

11 YEARS

Aliona Mihaluta

9 YEARS

Elaine Hathaway

8 YEARS

Chris Matala

7 YEARS

Marilag Bautista
Clyde Tamparong
Jennifer Domingo
Denyel Bryson
Joseph Anderson

6 YEARS

Evelyn Li

5 YEARS

Janice Marilao
Mireya Baldovino
Keyona Nelson
Sauntia Griffin

NKC Anniversaries December 30 - January 10

4 YEARS

Cora Robbins
Todd Mitchell
Merih Mehari
Karen Egtvedt
Laura Banks
Maridith Maranan

Leigh Olson
Bindu Ghai
Jovita Garcia
Genevieve Phillips
Kyle Ebisu

3 YEARS

Tha Son
Marsha Heaton
Katherine Payne
Uris Rullan

2 YEARS

Allison Sanchez
Gurneet Samra
Florence Madarang
Jesie Castro

Fionna Marave
Robert Ada
Mitchell Maaele

1 YEAR

Floretta Treasure
Tcherubin Ollero
James Gaza
Ryan Sheardown

Mark Officer
Jay Gelizon
Crystal Cemic
Maria Cristina Abonalla

NICE TO KNOW

Community opportunities for MLK Day

1/18:

- City of Seattle Parks and Recreation (11AM-4PM)
- Annual MLK Day Youth/Community March & Celebration

1/20:

- United Way of King County: MLK Rally for Justice @ Garfield High School (11:45AM-1:30PM)
- MLK Day Magnuson Park Reforestation (10AM-2PM): Work with forest stewards and a team of UW restoration ecology students to restore what had been a denuded naval air station to healthy habitat which will increase human well-being and ecosystem services. Sign up [here](#).
- Lincoln Park w/ WSHS Forest Stewards: Welcome WSHS Forest Stewards! Thank you for choosing to support our urban forests in honor of 2025 MLK Day of service. We'll be removing plants (e.g. blackberry, ivy, holly...) and making room for our hardworking native trees and plants. Sign up [here](#).
- MLK Day of Service in Burien: Green Burien Partnership: Join us to serve your community during the 2025 MLK Day of Service. We will be building a healthy urban forest at Hilltop Park in Burien by spreading woodchip mulch and removing weedy plants. Sign up [here](#).

1/23:

- *Virtual Event:* UWKC Lunch & Learn: Moving beyond service to solidarity (11AM-12:30PM): <https://www.uwkc.org/event/martin-luther-king-jr-week-lunch-learn/>

1/25:

- City Year MLK Service Day @ South Shore PK (9AM-12PM)
- Project: Revitalizing the South Shore campus for faculty, staff, and students. Volunteers will paint murals, participate in outdoor projects, and organize classrooms. Learn more [here](#).

Pronoun badges are available

If you're interested in receiving a pronoun badge, please fill out the survey [here](#). The following pronoun badges are available: she/her, he/him, and they/them. You can place the new pronoun badge behind your current name badge.

Send us your patient stories

The Communications team is always looking for new patient stories! In the past we have featured patients like Aurora, who you can learn about in this video [here](#). If you have a story idea, please email it over to communications@nwkidney.com.

Job of the week

We're hiring a Nurse Supervisor for Scribner & Lake City.

<https://www.nwkidney.org/careers/?p=job%2Fogrmufwh>

Missed an issue or would like to view previous issues of Staff Update? View all past issues on K-NET [here](#).

Did you enjoy this issue of Staff Update?