

Employee resources at a glance

Handy reference guide of useful links that employees can use during their work day



- **My HR:** Everything you need to know about your role here at KP. This is a key resource no matter your length of time at KP. You can access this important resource online — <https://epf.kp.org/wps/portal/hr/home> — at work or from home by simply using your NUID number. You can also contact our **National HR Service Center** at **1-877-457-4772**, Monday–Friday, 8 a.m.–7 p.m. The best times to call for non-urgent issues is Tuesday–Thursday, 8–9 a.m., and 6–7 p.m.
 - Once you’ve signed on to My HR, don’t forget to check out the [long list of employee discounts](#) available to KPCO employees. Discounts are available for cars, cellphones, child care, computers & internet, dining, entertainment, financial, health & fitness, housing, and travel, among others. You can even check out discounts available to KP employees in other regions.
- **Rewards and Recognition:** Being recognized for the work you do is important for creating a warm, welcoming workplace culture. You can help support our KP culture by sending a virtual pat-on-the-back to a deserving colleague at <https://kaiser.rewardsnation.com/logon.asp>. Other recognition resources include:
 - Nominate a co-worker who’s a true service superstar. Our [Legendary Service P.R.I.D.E. Award](#) (which includes a \$250 reward) singles out up to two health plan employees, one CPMG physician, and one ATM each quarter who consistently demonstrate outstanding service, accountability, and responsiveness toward members and/or their fellow co-workers.
 - Our annual [Summit Award](#) is the highest honor given to individual KPCO employees each spring. The awards are presented to one individual in each of our four employee groups — Local 105, Local 7, Non-represented Individual Contributor, and Non-represented Management — and are selected solely by their peers.
 - Our [CARE Program](#) recognizes the creation and implementation of innovative, resourceful ideas by individual employees and work groups that result in business operating efficiencies. Employees can even receive monetary rewards depending on the level of involvement and originality of the successfully implemented idea. Projects can be completed and submitted for consideration anytime during the year.
- **KP Rock Stars** is an award-winning video series that spotlights and celebrates our amazing Colorado colleagues. These exceptional co-workers help bring our [Experience Standards](#) to life each and every day. [Submit your KP Rock Star nominee today!](#)
- Our **Labor Management Partnership (LMP)** is a great place to see what other regions are doing, learn about team-tested best practices, find learning and training opportunities (see below), and so much more. Visit <https://www.lmpartnership.org/> and check it out!
 - LMP career development resources include:
 - The **Ben Hudnall Memorial Trust** at <https://bhmt.org/>. Provides career counseling services and access to education and training programs and resources — including tuition assistance — that cater to the career development of KP Coalition employees.
 - The [SEIU UHW – West & Joint Employer Education Fund](#) provides education and training to people work in a participating SEIU bargaining unit (e.g., SEIU Local 105 in Colorado). The Fund provides free career counseling, as well as a wide variety of programs designed to help people succeed in their current position and/or move up into a new job.

- **Go KP:** Brought to you by Healthy Workforce, this online tool is designed specifically for KP employees and physicians so they can track their fitness progress. [Go KP is a great tool](#) if you've made a resolution to get or stay healthy.
- **Safety:** The safety of you, your co-workers, and our members is always a top priority! Be sure to check out our [Safety Central page](#) for access to [SafetyConnect](#), where you'll find steps on how to report a work injury and learn from important Safety Soundbites.
- **Facilities work order:** Know of something that needs to be fixed? There are two ways to submit a service request. You can do it online at <http://www.insidekpcoco.net/facilities/facilities-work-order-request-form>. Or you can phone in requests to our **Work Order line** at **303-344-7667**. For non-life-threatening facility related emergencies (e.g., flood, power outage, etc.) call our **Security Operations Center** at **303-764-4911**.
- **KP Learn:** KP offers employees many online and in-person training opportunities. [See what classes might work for you.](#) (You'll be directed to provide your web single sign-on user ID and password before getting to our KP Learn site.)
- **KP Cares** makes it easy for you to discover, join, and create volunteer opportunities you care about. Be sure to take advantage of KPCO's offer that allows you to perform up to 96 hours of paid volunteer work each year. [Find a volunteer opportunity that's right for you!](#) (You'll be directed to provide your web single sign-on user ID and password before getting to our KP Cares site.)
- **KPCO Inform Line:** Call the **Inform Line** at **1-866-214-3581** when you need the latest news about any issues — like a serious rain or snow storm — that could affect normal patient care or business operations. In fact, saving this number on your mobile phones (personal and work-issued alike) makes it easy and convenient to stay informed.
- **Guide for Emergencies and Unusual Occurrences:** This newly revised flip book is an important tool to ensure all staff know how to respond to various events that may occur within their facility. We couldn't print one book for every employee, so we created an interactive, online version of the flip book for fast, convenient access. Be sure to bookmark this link:
[http://www.insidekpcoco.net/sites/default/files/groups/Emergency Management/guide for emergencies unusual occurrences.pdf](http://www.insidekpcoco.net/sites/default/files/groups/Emergency%20Management/guide%20for%20emergencies%20unusual%20occurrences.pdf)
- **Ask Leadership:** Have a question for leadership? We'll help find the answer. Please visit <http://www.insidekpcoco.net/ask-leadership> to submit your question or to see previously asked and answered questions.
- **BeKP:** Want to be a stronger KP advocate with your family, friends, and neighbors? [Get informed, bring your best, and spread the word so more people can explore the KP experience.](#)
- We all can contribute to how our **3-1-1 Back on Track Strategic Plan** is implemented in our daily work. It's how we fuel our region's success! Get an overview of everything related to our KPCO strategic plan at http://www.insidekpcoco.net/strategy/our_strategy
- Looking for contact information for a specific CPMG area or leader? Check out the **CPMG Contact Lists & Organizational Charts page** at <http://www.insidekpcoco.net/cpmg/contacts-org-charts>
- Our [Communications Resources web page](#) is a convenient catch-all site with a host of resource links for KPCO employees. You'll find links to our Colorado fact sheets, executive biographies, KP/KPCO history, KPCO locations and hours, our KPCO Member Resource Guide and provider directories, KP Brand resources and Editorial Style Guide, and much more.