

2026 Orientation Agenda

Agenda for Nicklaus employees at Nicklaus Children's Locations

Day 1

| Time | Topic | Duration | Focus |
|------------------------|-----------------------------------|-------------------|---|
| 8:30am-9:00am | Welcome | 30 minutes | Meet and greet of new Hires. |
| 9:00am-9:15am | ELT Connect | 15 minutes | Greetings from Matt video and ELT connect. |
| 9:15am-10:15am | Organizational Culture | 60 minutes | Show Mission Moment video and review of schedule for the day. Kahoot to test new hires' knowledge of Nicklaus Children's facts. Review Nicklaus Children's culture, including: CPO video, 4 Pillars video, review of CREATE Values and S2R. |
| 10:15am-10:30am | Break | 15 minutes | Break Session |
| 10:30am-11:30am | Benefits | 60 minutes | Review of Benefits program for the new hires. |
| 11:30am-12:00pm | Wellness | 30 minutes | Review of Wellness Program for new hires. |
| 12:00pm-12:30pm | Lunch Break | 30 minutes | Lunch Break Session |
| 12:30pm-1:10pm | TM&E | 40 minutes | Talent management discussion on harassment, discrimination, and requirements for reporting. |
| 1:10pm-1:40pm | Portal Review | 30 minutes | Review of logging in process and other resources. |
| 1:40pm-2:00pm | Closing: Know Before You Go & Q&A | 20 minutes | Review on onboarding requirements, important next steps for new hires, and the schedule for rest of the week. |
| 2:00pm-2:30pm | Leader Connect | 30 minutes | New hires will use this time to connect with their leaders. |
| 2:30pm-5:00pm | myles Curriculum | 2 hr 30 mins | New hires to complete Myles curriculum independently |

Additional Trainings for Clinical Staff

Clinical staff will be informed via email of additional trainings throughout the week.

Topics will include:

- PEDS FirstNet
- PEDS Powerchart
- Point of Care

Training Information

Orientation Day 1

Equipment: For virtual live Microsoft Teams orientation, you will need a laptop, computer or I-Pad with video and audio capabilities. **Cameras are mandatory for this program.**

Microsoft Teams App: You will need to download the Microsoft Teams app on the device you'll be using for orientation. Please be sure to download the app and test it prior to orientation. The virtual orientation log-in information is listed below:

Virtual Orientation Log in Information

Topic: Nicklaus Children's Health System
Time: 08:30 AM Eastern Time (US and Canada)

[Join the Microsoft Teams meeting now](#)

Meeting ID: 248 816 052 150 0
Passcode: JU7Q6Qw6

Microsoft Teams Etiquette: *We recommend that find an area that is free from distractions.* The dress code is business casual. **It is mandatory that you have your camera on, and that the facilitator can see you. Failure to show up on camera will result in the facilitator removing you from the program.**

To ensure the safety of you and others, driving is prohibited during orientation.

Additional Trainings for Clinical Staff

Dress attire: For any live training sessions, the dress code is business casual. Therefore, the following clothing items are not acceptable: denim jeans, tight fitting clothing or mini-skirts, athletic attire, spandex, sundresses, t-shirts, tank tops, sleeveless blouses or sleeveless dresses, see-through garments, running/athletic shoes or flip flops.

Plain and/or Nicklaus Children's scrubs are permitted. Other logos are NOT permitted and may result in dismissal.

Location: Clinical staff will be informed via email of the details for any additional trainings throughout the week.