

# Nicklaus Children's at Broward Health

## The Employee Onboarding Path to Success

### AUGUST

Leadership Meet & Greet  
Employee Townhalls

### SEPTEMBER

TM&E Rounding Employee  
Q&A Communication

### OCTOBER

Employee Offer Letters

### NOVEMBER

Employee Health  
Screening  
HR Onboarding

### DECEMBER

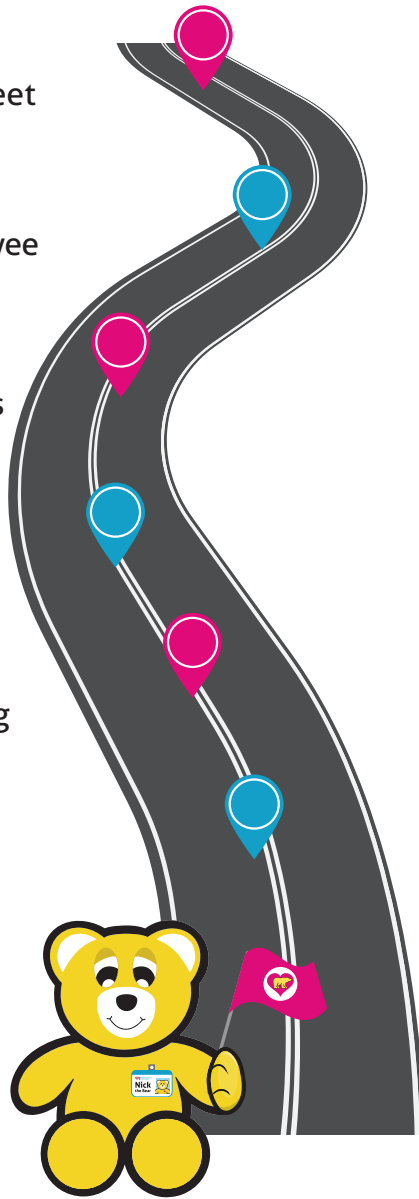
Finalize HR Onboarding

### JANUARY

Benefit Enrollment  
Welcome and  
Orientation Email

### FEBRUARY

Nicklaus Children's  
at Broward Health  
Celebration



#### ☐ Complete Taleo Application

#### ☐ Schedule Your Pre-boarding Appointment

Contact your leader to book your appointment. The appointment includes your employee health screening, drug test and meeting with TM&E to process your onboarding paperwork.

#### ☐ Background Screening

An email notification from our third-party vendor, **Universal**, will be sent to you to complete your background screening.

#### ☐ Form I-9

An email notification from our third-party vendor, **Fragomen**, will be sent to you with a link to complete your Form I-9.

#### ☐ Order Uniforms

An email notification from Nicklaus Children's (TM&E) will be sent with a link to order two uniform sets and a jacket.



**Nicklaus  
Children's**

Where Your Child Matters Most™

