DAVITA NURSE TODAY PROGRAM
Educational Reimbursement for DaVita’s New Graduate RNs
Objectives, Application Process, and FAQs

Program Objective:
To provide financial assistance and a mentoring program to new or recently licensed nursing school graduates who want to pursue their career in nursing as a teammate with DaVita.

DaVita will provide reimbursement for educational costs up to a maximum of $5,000 per year of nursing school for an Associate’s Degree in Nursing (2 years) or a B.S.N. nursing program (maximum of 3 years). This is considered taxable income and the net value of the reimbursement will be the gross amount less deductions for applicable federal and state taxes.

Eligibility:
- Must be a graduate of an accredited school of nursing (and apply within 24 months of date of graduation).
- Must complete a minimum of six months clinical work as a Registered Nurse with DaVita (within 24 months of date of graduation).
- Cannot have received any other education assistance monies from DaVita while attending nursing school (tuition reimbursement monies).

Requirements:
- Must have graduated from nursing school with a GPA of 2.5 or higher.
- Must work under the direction of a preceptor for a time period as specified by the Facility Administrator.
- Must participate in all required training programs.
- Must be a full-time nurse with DaVita (regularly scheduled work week of 32+ hours).
- Must have a positive work record, free of any disciplinary actions.

Application Process
1. Nurse Today candidates must be current full-time teammates with a minimum of six months continuous, successful employment prior to date of application to the program. Teammate may not have been on a leave of absence at any time during the six-month period.

2. Candidates must submit the following information to their People Services Manager:
   - Completed Application for Nurse Today Program including essay
   - Official grade transcript (final)
   - Official documentation regarding educational costs/debts
   - Three (3) Letters of Reference
   - Copy of diploma from school of nursing

Nurse Today Program Guidelines  1/5    Effective Date: January 1, 2009
3. Program candidate submits all application materials, is interviewed, and approved/disapproved into the program by the Division Selection/Approval Committee. Teammate is notified by the People Services Manager as to decision. Teammate candidate’s application material may be reviewed individually by Approval Committee in lieu of a formal interview at discretion of division.

The Selection/Approval Committee is generally comprised of a Regional Operations Director, Facility Administrator/Group FA, Divisional Vice President and the Division’s People Services Manager. The number of candidates accepted into the Nurse Today Program varies annually based on division/number of candidates. The People Services Manager works with Total Rewards to determine amount of money to be received. Total Rewards submits approved request form to Payroll.

Obligation:

- Following full-time employment as a Registered Nurse, there is a six-month waiting period before a teammate is eligible to apply to the program or receive reimbursement to ensure candidate is a good fit for the organization and has brought the requisite skills to the position. A preceptor is assigned to new RNs to help teammates succeed with DaVita.
- Selected Nurse Today candidates will receive monies (up to $10,000 for Associate’s degree in nursing and up to $15,000 for Bachelor of Science in Nursing) as reimbursement for prior educational costs incurred. The amount will be dependent upon the candidate’s actual financial obligation to the respective school exclusive of any grants, scholarships, or other awards which the candidate was not obligated to pay.
- Nurse Today educational assistance recipients must work for DaVita full-time for two (2) years as a Registered Nurse. Recipients are bound by the repayment terms set forth in the signed program application form.

NOTE: Educational expenses cannot be reimbursed if they were paid by another source (for example: student financial aid, grants, scholarship monies, G.I. Bill) for which the recipient has or had no obligation to repay. Teammate must submit a financial statement from the school of nursing showing how costs were paid. (Living expenses, supplies, or similar expenses are not eligible for consideration.)

For questions regarding the Nurse Today Program, please contact the People Services Resource Center at 1-800-381-7063.
FAQs

What is the Nurse Today Program?
This is a uniquely DaVita program that allows newly or recently licensed RNs the opportunity to receive an educational reimbursement for nursing school loans, tuition, and books in exchange for a commitment to be a DaVita nurse for a minimum of two years. New Grad RNs also participate in the New Graduate Nephrology Nursing program in the areas in which it is offered.

Who does DaVita consider a Nurse Today candidate?
All Nurse Today candidates must be current teammates who have graduated within the previous two years (24 months) and have worked for DaVita for at least six months before applying within that same 24 month time period. If the teammate does not complete six months of continuous employment as a RN before the end of that two-year period (from date of graduation), the teammate may not apply.

What is the maximum award?
If the teammate graduated with an Associate’s Degree in Nursing, the maximum award is up to $10,000. If the teammate graduated with a Bachelor’s of Science in Nursing, the maximum award is up to $15,000. Teammates will be reimbursed only for actual eligible expenses minus any grants or scholarships received.

How may interested teammates get an application?
All program forms and materials are available on the DaVita Village Web.

Are the Nurse Today Program funds taxable?
Yes. All applicable local, state, and federal taxes will be deducted from any monies awarded.

Can a teammate participate in the Nurse Today Program and receive the program monies if he/she also received money from DaVita in the Nurse Tomorrow (previously RN Scholarship) program and/or tuition reimbursement?
No. Teammates may only receive educational assistance in the Nurse Today Program if he/she has not received any prior educational assistance from DaVita in either the tuition reimbursement or Nurse Today (previously RN Scholarship) programs.

However, after completing at least two years of employment with DaVita, the Registered Nurse is no longer considered a “new graduate” and may apply for tuition reimbursement if seeking a higher level of education (i.e. Master’s degree, Nurse Practitioner).

If a teammate receives both Nurse Today reimbursement funds and then, subsequently, tuition reimbursement funds, the period of obligation to the company (without incurring repayment of monies) could be as long as five (5) years or more depending on length of coursework, etc. Repayment periods are consecutive, not concurrent (combined) because they are associated with different programs.

Nurse Today Program Guidelines 3/5 Effective Date: January 1, 2009
What factors are considered in the approval process for the Nurse Today Program?
The Division’s Selection/Approval Committee considers items such as performance, whether the teammate makes an effective team contribution, nursing competencies, desire to work in dialysis, and did he/she effectively complete the application packet, including writing a quality essay. Also considered is whether the teammate has expressed a desire to remain with DaVita and meet the length of service commitments.

How many Nurse Today applications will be approved in each division?
It depends on the needs of the division and the number of applicants. There are no set limits at this time.

Whose budget will the cost of the program assistance fall under?
The costs associated with this program will be charged to the applicable division.

How does the Nurse Today program application get processed?
- The teammate submits the completed application to participate in the program with all the applicable paperwork to his/her People Services Manager. The PSM submits the paperwork to the Selection/Approval Committee for review and approval.
- If the application is approved, the People Services Manager sends all original paperwork to People Services/Total Rewards at The Lodge.
  - The PSM is responsible for ensuring all required program application documents have been received, reviewed, approved and sent to People Services/Total Rewards prior to the end of the 24 month time period.
- If the application for participation in the Nurse Today Program is rejected, the People Services Manager will inform the teammate of the reasons why. Teammates may only apply once for this program.
- If the teammate does not achieve the six months of DaVita employment before the end of two years following nursing school graduation, the teammate is not eligible to apply.

What types of letters of recommendation will be accepted?
The teammate must submit three letters of recommendation from work and school, of which at least one letter must be from an educator.

Can the Selection/Approval Committee contain other members of leadership outside the group listed above?
Yes; it is ultimately at the discretion of the division who they choose as part of their Selection/Approval Committee. But the signatures on the program application form must be from the DVP, ROD, FA, and PSM.

Can a PCT or RN serve on the Selection/Approval Committee?
No. Only members of management can serve on the approval committee.

Is it necessary to conduct a panel interview as part of the program selection process?
No. Although a panel interview is considered a valid part of any employment process or selection process, each divisional office may decide whether or not to form a committee or simply use the factors stated as the guidelines for
making their decisions. The PSM is the central point person for submitting the completed packet to Total Rewards. Four signatures are required to approve a candidate’s participation in the Program and each person signing the application must use the following factors in determining if an individual is awarded this money:

- Completed Application for Nurse Today Program including quality of essay
- Official grade transcript (final) from school of nursing
- Official documentation regarding educational costs/debts
- Copy of diploma from school of nursing
- Copy of RN license
- Three (3) Letters of Reference
- Teammate’s overall work record
- Teammate’s overall performance and nursing competencies

**How many hours do I have to work as a Nurse Today recipient?**
This program requires full-time employment in a dialysis facility, usually chronic, but may also be in any of the patient treatment modalities at discretion of hiring manager and People Services Manager.

**What if a Nurse Today recipient/teammate leaves DaVita prior to the time specified in the Promissory Agreement?**
The teammate will be required to repay the educational costs as outlined in the Program Application and this document. Reimbursement of costs is on a sliding scale dependent upon length of time worked for DaVita after receipt of money. These funds will be deducted from the teammate’s final paycheck up to the legal limits and the teammate will be expected to repay any remaining balance within 12 months of termination/resignation.

**What happens if I go on a leave of absence?**
1. If a teammate takes an approved leave of absence (including FMLA), the length of service requirement (the 6 months) to receive the Nurse Today educational assistance is extended by that amount of time. Service must be continuous, without any breaks. 2. If the LOA occurs after the benefit is received, the teammate’s work commitment to DaVita is extended by the time the teammate is out on leave. 3. If a teammate does not return from leave, full repayment of the balance due (less any monies deducted from final pay check) will be expected within 12 months of termination. Depending upon the circumstances of the leave, a doctor’s release may be required by the FA and PSM if a teammate is on leave of absence due to injury or illness and returns to work. Please contact the Resource Center with specific LOA questions or concerns.

**Who should teammates contact for additional information?**
Please contact the Resource Center at 800-381-7063.