



Dear University Medical Center Managers,

We are pleased to advise that self-service online onboarding is available, beginning with the February 3, 2025 Orientation group. The live, virtual Orientation session offered on Day One from 8:30 – 10:00 am continues, and new hires now have the option to utilize the self-service functionality.

This new hire content can be viewed on the [New Hire Portal](#) through videos covering topics like I-9 documentation, parking, badges, claiming computing IDs, etc. New hires may explore these self-service videos at their convenience prior to their first day. For Day One, managers should ensure their new hire has a station to view the videos and complete their administrative tasks needed for access. For additional manager support including a suggested checklist for Day One, please visit the [Manager Toolkit](#).

If you have questions, please email AskHR@virginia.edu with subject line, "University Medical Center Orientation."

Thank you for everything you do to create a welcoming first day experience for our new team members.

Kindly,

Karmen Fittes
Chief, UVA Health HR

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