Next Steps & Helpful Reminders

Atrium Health

☐ ## Enroll in Benefits

Your deadline to enroll is **30 days after your hire date**. Your benefits will be effective the first day of the month after 30 days of employment.

PeopleConnect → Human Resources → Comp Benefits →YourHRLink → Sign in using your User ID & Password → Select Employee Tab

Questions? Please contact the HR Service Center at **HRServiceCenter@atriumhealth.org** or **(704) 631-1500**
https://atriumhealth.org/newproviderportal/benefits

☐ ## Set up Direct Deposit

PeopleConnect → Human Resources → Compensation and Benefits→ YourHRLink → Sign in using your User ID & Password → Select Employee Tab → Click My Personal & Paycheck Info → Direct Deposit → Add Account

☐ ## Update Federal Tax Withholding

PeopleConnect → Human Resources → YourHRLink → Sign in using your User ID & Password → Select Employee Tab →Click My Personal & Paycheck Info → W-4 Tax Information → Make your changes and click **Submit**

☐ ## Badge Access/ Parking

Badge access or parking issues? Contact your Practice Manager for specific instructions on where to park. For access issues you can contact the IS helpdesk at 704-446-6161.

Additional Items

Create a Doximity network profile:
https://www.doximity.com/

Interested in a mentor or coach?
CPL@AtriumHealth.org

Know a talented physician or APP?
ProviderRecruitmentRewards@atriumhealth.org

Does your spouse/significant other need help with their job search?
ProviderRetention@atriumhealth.org

New Physician & APP Portal:
https://atriumhealth.org/newproviderportal/

Download Mobile Apps

Download via the iPhone App Store, Google Play, and Windows Phone Store

- Atrium Teammates
- MyAtriumHealth
- MyAtriumHealth Tracker
- Atrium Health Directions
- Virtual Visit
- Castlight Mobile
- My MedCost
- The Empower Retirement app
- BofA Health