

# **EDI Standard Business Hours and Downtimes - 2018 Schedule**

### EDI operations support team standard business hours

Monday - Friday 8 a.m. to 4 p.m. (PT) IT Help Desk - 24/7 (206) 630 6700 Email - ITEISSupportDL@kp.org

## Real time system availability

24/7 except during scheduled downtimes

### **Scheduled 2018 downtimes**

There is a scheduled bounce of our systems every Sunday evening at 10:00 p.m. for 10 minutes. Scheduled downtime usually occurs the weekend following the third Friday of the month; see the list below for dates. Downtime is scheduled Sunday morning from midnight to noon. Note: Most weekend downtimes will be completed before 6 a.m. (PT).

January 27-28	February 24-25	March 24-25	April 28-29
May 19-20	June 23-24	July 28-29	August 25-26
September 29-30	October 27-28	November 17-18	December 15-16

#### 2018 observed holiday closures

Martin Luther King Day - January 15
Presidents Day - February 19
Memorial Day - May 28
Independence Day - July 4
Labor Day - September 3
Thanksgiving Day - November 22
Christmas Day - December 25
New Year's Day - January 1, 2019