



USA Staffing TaskUpdate API



What is TaskUpdate API?



TaskUpdate API

Combined with existing functionality of the New Hire Interconnection (NHI), TaskUpdate API **reduces duplicate data entry and improves data quality and transparency** into the overall onboarding process **by allowing interconnected systems to send updates and notes to tasks in USA Staffing via a webservice REST API.**

Allows interconnected systems to send updates and notes to tasks in USA Staffing via a webservice REST API.

The screenshot displays a web application interface for task management. At the top, there are navigation tabs for 'Documents', 'Notes', and 'History'. The main section is titled 'Task Details' and contains several input fields: 'Due Date', 'Task Name' (with a dropdown menu showing 'Receive Physical Exam Result'), 'Active Date' (01/25/2023), 'Activating Task', and 'Task Status' (Active). Below these fields is a 'Task Instructions' section with a rich text editor toolbar. At the bottom, there are fields for 'Completion Date', 'Task Result' (with a dropdown menu open showing options: 'Select a result', 'Proceed', 'Do Not Proceed', 'Status Unknown'), and 'Task Definition ID' (70817). A 'Save' button is located in the bottom right corner.

External System sends Task Result Data to USA Staffing



**Selective
Service
System**



**Agency
Provisioning
Systems**



**Other
Interconnected
Systems**

New hire and task data sent to inform next step(s) in the onboarding process.

1. Workflow(s) assigned to the new hire include tasks specific to background and security requirements, for example. One or more of which are associated with an assigned Task Result Set.
2. New Hire form(s) data are received, and New Hire number collected in system of record*.
3. **Applicable POC completes action** in system of record and **system sends task data to USA Staffing**.
4. **USA Staffing updates and/or auto-completes** applicable task(s).

*New Hire Number can be obtained through NHI or RPI.

TaskUpdate API Process

Technical

TaskUpdate API Simulated Visual

Include the Task Definition ID

Include the New Hire Number

Use the API URL provided by USA Staffing

The screenshot shows a REST client interface for an API endpoint named 'Task Update'. The URL is `https://tasks-test.usastaffing.gov/api/V1/Task/70716/NewHire/H6F9E-44QC/SetResponse/...`. The response body is a JSON object with the following structure:

```
1 {  
2   "result": "3",  
3   "notes": "postman demo",  
4   "timestamp": "2023-01-24T22:50:48.2061188+00:00"  
5 }
```

Provide the result value & note, as applicable

* Note, this is a simulated visual; this is not the URL to utilize.

Production API requests are made to the API URL

https://tasks.usastaffing.gov/api/V1/Task/{TaskDefinitionID}/NewHire/{NewHireNumber}/SetResponse

POST /api/v1/Task/{taskDefinitionId}/NewHire/{newHireNumber}/SetResponse

Parameters

Name	Description
newHireNumber * required string (path)	<input type="text" value="newHireNumber"/>
taskDefinitionId * required integer(\$int64) (path)	<input type="text" value="taskDefinitionId"/>

Request body application/json

Example Value | Schema

```
{
  "result": "string",
  "notes": "string",
  "timestamp": "2023-04-06T14:43:07.242Z"
}
```

POST Possible Responses

POST /api/v1/Task/{taskDefinitionId}/NewHire/{newHireNumber}/SetResponse

Responses

Code	Description	Links
200	Success	No links
<p>Media type</p> <p><input type="text" value="text/plain"/></p> <p>Controls Accept header.</p> <p>Example Value Schema</p> <pre>{ "trackingID": "3fa85f64-5717-4562-b3fc-2c963f66afa6", "status": 0, "errorMessage": "string", "resultLocation": "string" }</pre>		
401	Unauthorized	No links
403	Forbidden	No links

The API returns data specific to the transaction

GET /api/v1/Task/SetResponse/Status/{transactionId}

Parameters Try it out

Name	Description
transactionId * required string(\$uuid) (path)	transactionId

Responses

Code	Description	Links
200	Success	No links
202	Accepted	No links
401	Unauthorized	No links
403	Forbidden	No links

Media type:

Controls Accept header.

Example Value | Schema

```
{
  "trackingID": "3fa85f64-5717-4562-b3fc-2c963f66afa6",
  "status": 0,
  "errorMessage": "string",
  "resultLocation": "string"
}
```

Primary Result Set for Applicable Onboarding System Tasks

Result Set			
Primary Set	Response Value	Result Responses	Task Status
	0	Pending Adjudication	Active
	1	Pending Results	Active
	2	Scheduled	Complete
	3	Initiated	Active
	4	Complete	Complete
	5	Adjudicated	Complete
	6	Proceed	Complete
	7	Do Not Proceed	Complete
	8	Pass	Complete
	9	Fail	Active
	10	Retest Required	Active
	11	Reschedule Required	Active
	12	Status Unknown	Active

System Task
Adjudicate Childcare Background Checks
Confirm Physical Exam Completion
Initiate Background Investigation/Security Clearance
Initiate Childcare Background Checks
Initiate e-Verify
Initiate Physical Exam
Initiate Suitability Review
Receive Background Investigation/Security Clearance Results
Receive Childcare Background Check Results
Receive Suitability Review Results
Retrieve Drug Test Results
Retrieve e-Verify Results
Schedule Drug Test

Result Sets options for Custom Onboarding Tasks

Result Set			
	Response Value	Result Responses	Task Status
Adjudication: Simple	0	Pending Adjudication	Active
	1	Adjudicated	Complete
	2	Status Unknown	Active

Result Set			
	Response Value	Result Responses	Task Status
Conditional Initiation	0	Initiated	Active
	1	Pending Results	Active
	2	Complete	Complete
	3	Status Unknown	Active

Result Set			
	Response Value	Result Responses	Task Status
Conditional Next Step	0	Proceed	Complete
	1	Do Not Proceed	Complete
	2	Status Unknown	Active

Result Set			
	Response Value	Result Responses	Task Status
Pass/Fail: Intermediate	0	Pass	Complete
	1	Fail	Active
	2	Retest Required	Active
	3	Status Unknown	Active

Result Set			
	Response Value	Result Responses	Task Status
Pass/Fail: Simple	0	Pass	Complete
	1	Fail	Active
	2	Status Unknown	Active

Result Set			
	Response Value	Result Responses	Task Status
Scheduling: Simple	0	Scheduled	Complete
	1	Reschedule Required	Active
	2	Status Unknown	Active

Business Rules via TaskUpdate API

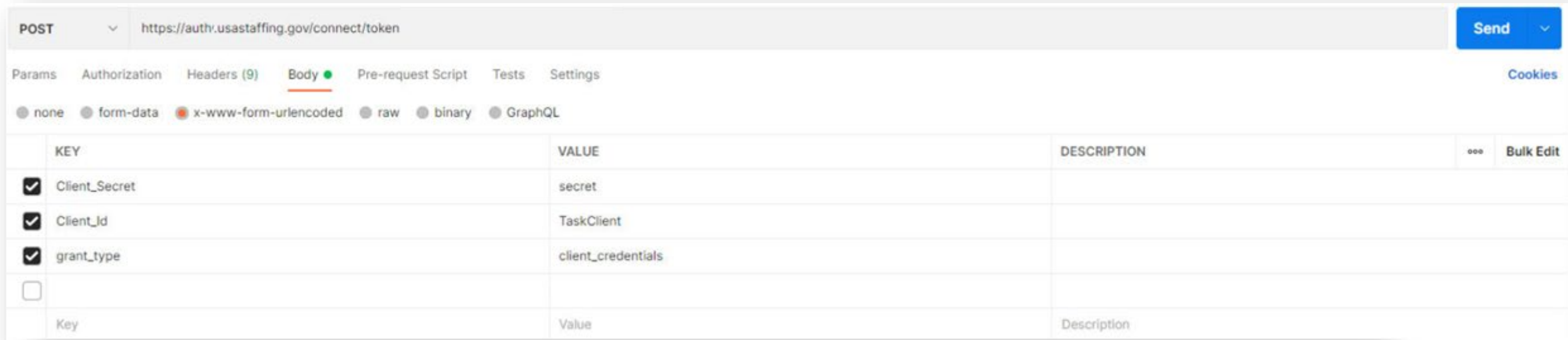
Current Task Status	Result Being Sent	New Result?	Task Note	New Task Status
Active / Pending	Is different	Update	Can include	May update*
Complete	Is the same	No change	Can include	No Change
Complete	Is different**	No change	No change	No change

* Configured by Result Response within a Result Set

** Return an error in the Task Note

Authentication

Your agency will be provided a *client_secret* and *client_id* that you will use to retrieve an authentication token by calling <https://auth.usastaffing.gov/connect/token>



The screenshot shows a REST client interface for a POST request to `https://auth.usastaffing.gov/connect/token`. The request body is configured as form-data with the following parameters:

KEY	VALUE	DESCRIPTION
<input checked="" type="checkbox"/> Client_Secret	secret	
<input checked="" type="checkbox"/> Client_Id	TaskClient	
<input checked="" type="checkbox"/> grant_type	client_credentials	
<input type="checkbox"/>		
Key	Value	Description

Stage Environment

You may utilize the stage environment when testing. The same authentication process applies. You will receive the client information after completing the Interconnections Request Form and returning it to your USA Staffing Account Manager.

POST:

<https://tasks-stage.usastaffing.gov/api/V1/Task/{TaskDefinitionID}/NewHire/{NewHireNumber}/SetResponse>

GET:

<https://tasks-stage.usastaffing.gov/api/V1/Task/SetResponse/{transactionID}>

TaskUpdate API Process

User Interface

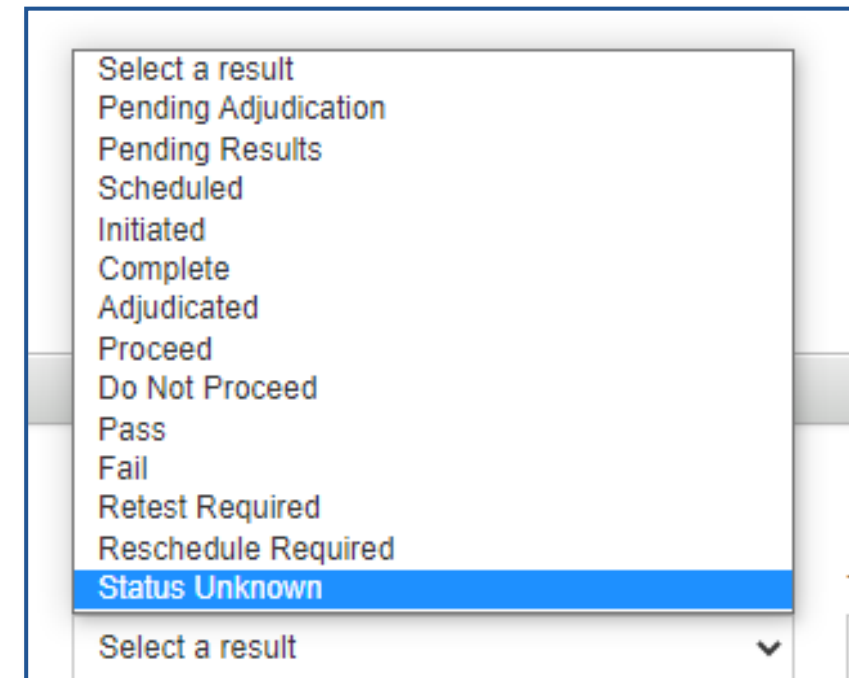
Sample Onboarding System Tasks and Primary Result Set

System Task	
Adjudicate Childcare Background Checks	Initiate Suitability Review
Confirm Physical Exam Completion	Receive Childcare Background Check Results
Initiate Background Investigation/Security Clearance	Retrieve e-Verify Results
Initiate Childcare Background Checks	Schedule Drug Test

Result Set	Result Responses						
Primary Set	Pending Adjudication	Pending Results	Scheduled	Initiated	Complete	Adjudicated	Proceed
	Do Not Proceed	Pass	Fail	Retest Required	Reschedule Required	Status Unknown	--

The Primary Result Set is assigned to 13 Onboarding system tasks. Responses are in a pseudo completion order.

Result Set			
	Response Value	Result Responses	Task Status
Primary Set	0	Pending Adjudication	Active
	1	Pending Results	Active
	2	Scheduled	Complete
	3	Initiated	Active
	4	Complete	Complete
	5	Adjudicated	Complete
	6	Proceed	Complete
	7	Do Not Proceed	Complete
	8	Pass	Complete
	9	Fail	Active
	10	Retest Required	Active
	11	Reschedule Required	Active
	12	Status Unknown	Active



Configure Custom Task(s) to use Result Set

Personnel Security Adjudication

Task Name *
Personnel Security Adjudication

Task Instructions
Alt+0 opens the Accessibility Instructions dialog window

Purpose *
Onboarding

Owned By
Human Resources

State
Published

Task Type
General

Allow this task to be assigned to candidates with a return status of Vetting? Yes No

Add a Task Results Set to this Task Template? Yes No

Owing Office *
Program Office

Tags
Program Office x Office of Personnel Management x OPM Program x OPM Reimbursable

Task Definition ID
70901

Change Task Result Set

Task Results Set Name	Task Results Set Description	Delete
Conditional Next Step	Results Include: Proceed, Do Not Proceed, Status Unknown	<input type="button" value="x"/>

The name of the assigned Task Results Set

A brief explanation of Task Results Sets content

The Task Definition ID is a unique identifier for the task

Select from Granular Result Sets for Custom Onboarding Tasks

Result Set			
	Response Value	Result Responses	Task Status
Adjudication: Simple	0	Pending Adjudication	Active
	1	Adjudicated	Complete
	2	Status Unknown	Active

Result Set			
	Response Value	Result Responses	Task Status
Conditional Initiation	0	Initiated	Active
	1	Pending Results	Active
	2	Complete	Complete
	3	Status Unknown	Active

Result Set			
	Response Value	Result Responses	Task Status
Conditional Next Step	0	Proceed	Complete
	1	Do Not Proceed	Complete
	2	Status Unknown	Active

Select from Granular Result Sets for Custom Onboarding Tasks

Result Set			
	Response Value	Result Responses	Task Status
Pass/Fail: Intermediate	0	Pass	Complete
	1	Fail	Active
	2	Retest Required	Active
	3	Status Unknown	Active

Result Set			
	Response Value	Result Responses	Task Status
Pass/Fail: Simple	0	Pass	Complete
	1	Fail	Active
	2	Status Unknown	Active

Result Set			
	Response Value	Result Responses	Task Status
Scheduling: Simple	0	Scheduled	Complete
	1	Reschedule Required	Active
	2	Status Unknown	Active

Task(s)* assigned to and completed by New Hire

New Hire form(s) data are received, and New Hire number collected in system of record**.

The screenshot displays a user interface for managing a new hire, Bradley Harper. The main window shows the 'NEW HIRE BRADLEY HARPER' record with tabs for Overview, Assignments, and Questionnaires. A modal window titled 'Add Tasks' is open, listing 15 tasks with checkboxes. The background window shows a list of tasks with columns for 'Task Name', 'Due', and 'Completed Date'. The status of the new hire is 'Active'.

Task Name	Due	Completed Date
Adjudicate Childcare Background Checks		
Personnel Security Adjudication		
Send Tentative Offer		
Set Document Type for New Hire Documents		
Receive Tentative Offer Response		
Send Official Offer		
Verify the New Hire Arrived for their First Day of Duty		
Transmit Documents to eOPF		
Receive Background Investigation/Security Clearance Results		
Receive Childcare Background Check Results		
Receive Invitation Response		
Receive Official Offer Response		
Receive Suitability Review Results		
Request Licenses		
Retrieve Drug Test Results		
Retrieve e-Verify Results		
Review and Accept SF 144		
Route Memo of Understanding for signature		
Schedule Drug Test		
Send Invitation		

* Onboarding workflow with applicable task(s) can also be assigned.

**New Hire Number can be obtained through NHI or RPI.

TaskUpdate API posts Task Results to USA Staffing

The screenshot displays a web interface for task management. At the top, there's a 'Task Details' tab and navigation links for 'Documents', 'Notes', and 'History'. The main form includes fields for 'Due Date', 'Task Name' (with a red asterisk), 'Active Date', 'Activating Task' (with a red asterisk), and 'Task Status'. The 'Task Name' field contains 'Receive Physical Exam Result' and 'Active Date' is '01/25/2023'. Below this is a 'Task Instructions' section with a rich text editor toolbar. At the bottom, there are fields for 'Completion Date', 'Task Result' (a dropdown menu), and 'Task Definition ID'. The 'Task Result' dropdown is open, showing options: 'Select a result', 'Proceed', 'Do Not Proceed', and 'Status Unknown'. A 'Save' button is located at the bottom right.

Due Date	Task Name *	Active Date	Activating Task *	Task Status
<input type="text"/>	Receive Physical Exam Result	01/25/2023		Active

Task Instructions

Completion Date:

Task Result: Select a result

- Select a result
- Proceed
- Do Not Proceed
- Status Unknown

Task Definition ID:

Save

* Note, this depicts how a User can manually update the Task Result in some scenarios.

TaskUpdate API can post a Task Note

The screenshot shows a user interface for a new hire, Bradley Harper. The main content area displays task details for 'Personnel Security Adjudication', including the due date (04/06/2023), task instructions, completion date (04/06/2023), task result (Proceed), and task definition ID (990). A 'Notes' modal is open, showing a note titled 'System Interconnection' with the text 'Personnel security cleared check 04/05/2023'. The note is dated 4/6/2023 11:53 EDT and has options to 'Show on this tab only', 'Reply', and 'Delete'. At the bottom of the modal, there is a text input field 'Add your note text here.' and a checkbox 'Show as Task Note Only' which is checked and highlighted with a yellow box. Other buttons in the modal include 'Add Note' and 'Cancel'. A 'Save' button is visible at the bottom right of the main task details area.

When the Box is Unchecked, the Notes will also populate on the Overview and Assignments pages

User Reviews Task Results and Onboarding Continues

Result Assigned visible:

1. In Task Details
2. On Manage Tasks Page *(seen here)*

NEW HIRE BRADLEY HARPER

Overview | Assignments | Questionnaires

BRADLEY HARPER
TESTINGSTUART@GMAIL.COM

Customer: Customer 1 - Linked to Office A
New Hire Number: HFTCI-JJ7N

Status: Active

Manage Tasks | Documents | Forms

Documents (5) | Notes (0) | History

Tasks (8)

All Statuses | Human Resources

<input type="checkbox"/>	Task Name	Owner	Status	Due	Completed Date
<input type="checkbox"/>	Adjudicate Childcare Background Checks	Carrie Dever	Active		
<input type="checkbox"/>	Personnel Security Adjudication	Carrie Dever	Active		
<input type="checkbox"/>	Send Tentative Offer	Test HR	Complete		06/16/2022
<input type="checkbox"/>	Set Document Type for New Hire Documents		Complete		07/06/2021
<input type="checkbox"/>	Receive Tentative Offer Response		Active	09/20/2020	
<input type="checkbox"/>	Send Official Offer		Pending	09/28/2020	
<input type="checkbox"/>	Verify the New Hire Arrived for their First Day of Duty	Stuart Shave	Pending	10/12/2020	
<input type="checkbox"/>	Transmit Documents to eOPF	Kelly Hobbs	Active	12/17/2020	

Assign Workflow | Add Task

Task Result No Result Entered

Hover over Task Status to view currently assigned Task Result

Save

What's next?



Your Agency will

- ✓ Define plan to use the functionality and create an implementation timeline.
- ✓ Identify what's needed, if anything, for your system to use the functionality*.
- ✓ Complete the [Interconnections Request Form](#).
- ✓ Contact your USA Staffing Account Manager for a copy of the ISA/MOU.
- ✓ Update HR / Onboarding User resources outlining process changes.
- ✓ Test in the Stage environment.
- ✓ Launch in the Production environment.



*We are happy to coordinate discussions between our technical POCs and yours.



**Reach out to
usastaffinginterconnections@opm.gov
with your questions**