



USA STAFFING

Direct Hire Customer Workgroup Meeting

Wednesday, October 21, 2020

Agenda



Today's Topic: Using Data to Understand Direct Hire Needs



Go to
Menti.com
and use code
10 20 11 6



REQUEST 20201021-94535-DH-NH ▾



Request 20201021-94535-DH-NH

Request Number

20201021-94535-DH-NH

Customer

Center for Preparedness and Response - Customer B

Request Type

Onboard New Hire

Status

Incomplete

Request Information

Location Information

New Hire



Documents

0



Notes

0



History

Request Information

* = Required

Request Number *

20201021-94535-DH-NH

Generate

Requesting Customer *

Center for Preparedness and Response - Customer B

Request Type

Onboard New Hire

Requester *

Anthony Anderson

Request Tags

x Direct-Hire Authority |

Hiring Need Validated Date

Request Personnel Action Date

Position Descriptions 1

Interdisciplinary ☐

Add Position Description

<input type="checkbox"/>	Position Description #	Position Title	Pay Plan	Series	Grade(s)	Specialties
<input type="checkbox"/>	1234	IT Specialist	GS	2210 - Information Technology Manage...	x 12	+

Position Settings

Security Clearance Required

Not Required

Travel Required

Not required

☐ Telework Eligible☐ Drug Testing Required

Position Sensitivity and Risk

☐ Supervisory Position☐ Bargaining Unit Position



NEW HIRE RYN WONG



Overview



Assignments



Questionnaires

RYN WONG

RORYWILLIAMS890@GMAIL.COM

Customer

Customer A

New Hire Number

HECEX-TGLC

Status

Inactive



Onboarding Information

Notification History

Data Transmission History



Notes

0



History

Summary

Name	Ryn Wong
Pay Plan-Series-Grade	GS- 0301- 11
PCS Eligible	<input type="checkbox"/>
Position Title	Dog Sitter
Office	Philadelphia Services Branch
Customer	Customer A
Creation Date	7/6/2020
Start Date	Not Set
Request Number	20200706-12158-0001
Vacancy	10109000
Announcement Number	JR-10109000-DEST-20
Certificate Number	20200706-PH-005
Tentative Offer	Accepted: 7/6/2020

Login.gov/USAJOBS Username: rorywilliams890@gmail.com

Contact Information

Supervisor/Manager

Angel Velarde

Onboarding Process Owner

Carrie Dever

HR Contacts

Stuart Shave

Benefit Contacts

Carly Bruder

Payroll Contacts

Jessica Link

Additional Information

New Hire Tags

Direct-Hire Authority

Assignments



USA Staffing® Stage [Staffing](#) [Classification](#) [Recruit](#) [Admin](#) [Reports](#) [Search](#) Jenn Reaves - OPM

VACANCY 10108726 ✓ 📧 🔔 ?

Vacancy 10108726

Assessment Package

Announcement

Reviews

+

Office: OPM Washington DC
Customer: Avis Test Customer
Hiring Official: Avis Fisher

USAJOBS Job Title
Human Resources Specialist

Pay Plan Series Grade
GS-0201-7

Announcement Type
DE

Status
Active

Case File

Position Information

Eligibilities

Supporting Documents

Settings

Documents 1

Notes 0

History

Age Screening

☒ Do not collect age information
☐ Collect age information
☐ Use Minimum Age
☐ Use Maximum Age
☐ Use Effective Age (Calculated by subtracting Qualifying Experience from actual age)
☐ Do not screen out applicants who fail to meet age requirement(s)
☐ Exclude Veterans from calculation and screening
☐ Exclude Land Management Workforce Flexibility Act Eligibles from calculation and screening

Case File Retention

☐ Vacancy is under litigation - Do not archive
☐ Administrative Careers with America (ACWA) position - Do not archive

Application Confirmation Messages

☐ Automatically respond to all submitted online applications with the selected notification template
Application Received - Acknowledgement Letter
☒ Display online application confirmation message
Thank you for applying to this agency.

Citizenship Screening

☒ Screen out non-U.S. Citizens

USAJOBS Apply Online

☒ Standard Announcement (include 'Apply Online' button)
☐ View-Only Announcement (remove 'Apply Online' button)

Application Processing

☐ Applicants may not update assessment responses after submitting an application
☐ Applicants may not update any part of their application after initial submission
☐ Override individual announcement and assessment question requirement indicators to set all questionnaire items as Required
☐ Do not collect Veterans' Preference for this application
☐ Do not collect Lowest Acceptable Grade for this application
☐ Limit the number of locations that a user can select
Maximum number of locations:
☐ Collect the applicant's Service Computation Date for this application
☒ Require Veterans' Preference supporting documents for application submission
☒ Require Eligibility supporting documents for application submission

Period of Eligibility

☐ Expire applications following the period of eligibility
Applicants will be eligible for
3 months

Demographic Data Collection

☒ Collect USAJOBS RNO Data

Vacancy Tags

Appointing Authority
x Direct-Hire Authority
Mission Critical Occupation
x COVID-19

Save

Cancel



Tracking Direct Hiring Authority

There is **no standard method** to track Direct Hiring Authority in USA Staffing. Agencies should **determine and implement a strategy** that meets their needs.



USA Staffing does not have the capability or authority collect **Nature of Action (NOA) or Legal Authority Code (LAC)**.



Agencies can use the **Direct Hire Authority tag** to designate a request, vacancy, and/or new hire as utilizing DHA.

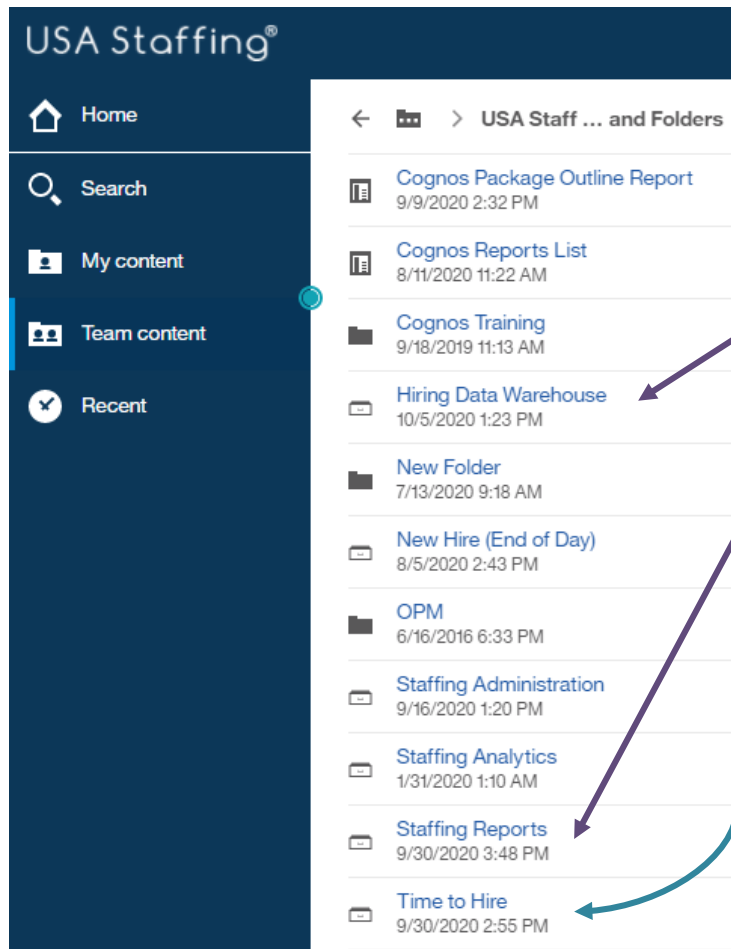


The **Onboard New Hire request type** may be used as a proxy for determining when DHA is used, but would not include use of DHA with a vacancy and may include non-DHA new hires.



Using Data to Inform Decisions

USA Staffing offers reporting through several data packages.



Detailed data about requests, vacancies, certificates, and new hires

Metrics and details for assessing Time to Hire

Request Type and Tag data are available in all areas of reporting.

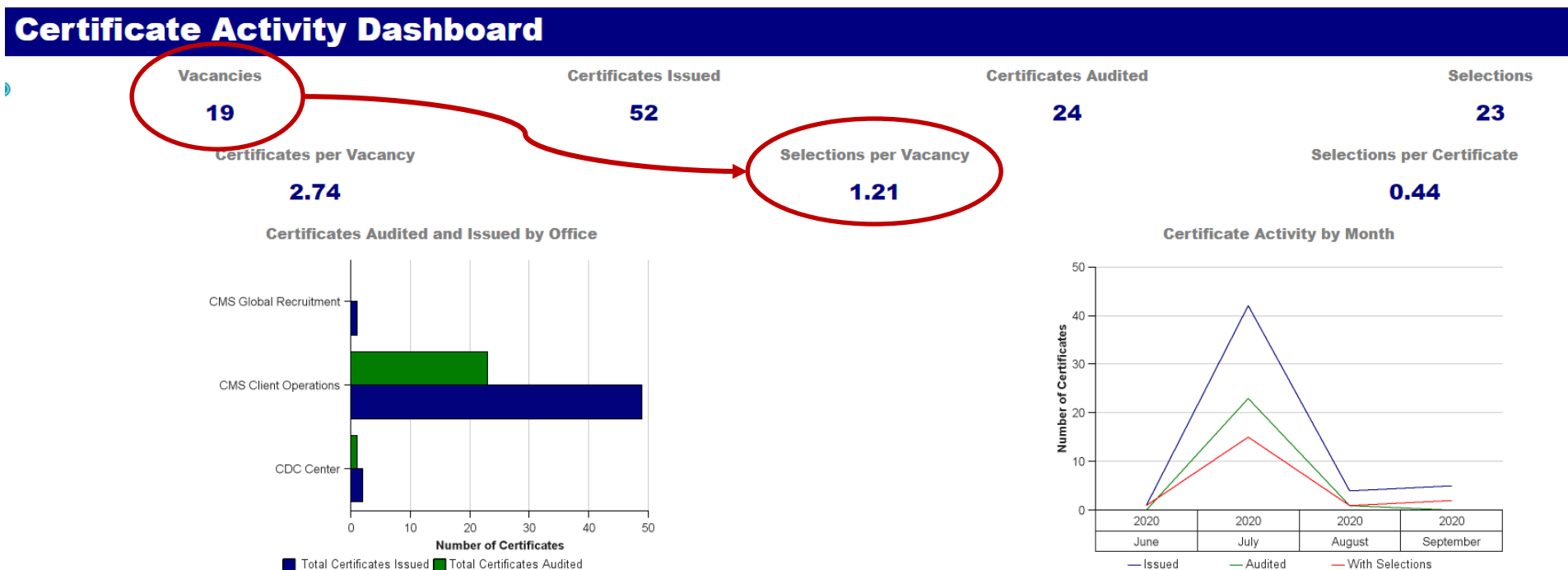


Using Data to Request and Maintain DHA

OPM requires data to support requests for and maintenance of DHA.

Sample Question:

How many vacancies have not resulted in selections?





Using Data to Request and Maintain DHA

OPM requires data to support requests for and maintenance of DHA.

Sample Question:

How many applications were received?

- What proportion of applications did/did not meet job requirements?
- What proportion of applications were referred?

Applicant Dashboard

Total Applications

157

Total Eligible

113

Total Referred

77

Total Selected

23

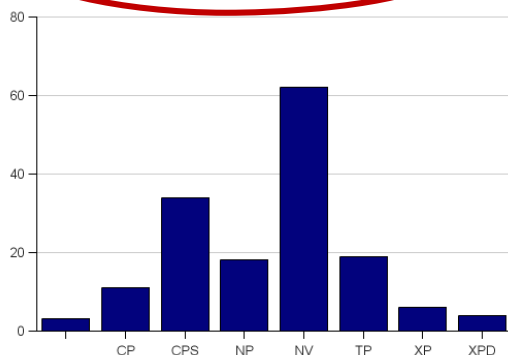
Total Hired

17

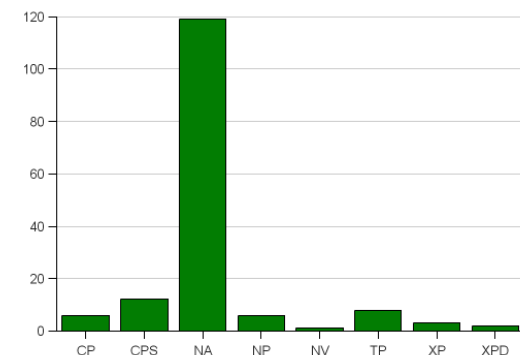
Total Entered on Duty

2

Applications by Claimed Veterans Preference



Applications by Adjudicated Veterans Preference





Using Data to Request and Maintain DHA

OPM requires data to support requests for and maintenance of DHA.

Sample Question:

What hiring flexibilities have been used?

Vacancy Overview Report

Appointing Authority	Staffing Organization Name	Staffing Office Name	Vacancy Number	Vacancy Job Title	Vacancy Status	Announcement Number	Vacancy Announcement Types	Announcement Open Date	Announcement Close Date	Announcement Status	Under Litigation?	Total Openings	Total Certificates	Total Applications	Total Eligible Applications	Total Ineligible Applications
Competitive Service	Sample Org 1	Sample Office 1	10111128	Program Analyst	Active	HHS-CDC-M3-20-10111128	ST, IMP	08/17/2020	08/20/2020	Closed	No	2	2	7	5	1
	Sample Org 2	Sample Office 2	10106786	Human Resources Specialist	Active	CMS-CCSQ-20-10106786-DE	DE	05/12/2020	06/05/2020	Closed	No	Few	0	1	1	0
			10108660	Human Resources Specialist	Active	CMS-OHC-20-10108660-IMP	IMP	06/30/2020	07/02/2020	Closed	No	2	0	0	0	0
			10113853	Human Resource Specialist	New	CMS-OHI-20-10113853-DE	DE	10/02/2020	10/09/2020	Open - Pending Release	No	1	0	0	0	0
	Sample Office 3	10105982	Supervisory Health Insurance Specialist	Active	CMS-CCIO-20-10105982-ST	ST	06/07/2020	06/10/2020	Closed	No	4	3	4	3	1	
		Sample Office 4	10108663	Human Resources Specialist	Active	CMS-OHC-20-10108663-IMP	IMP	06/30/2020	07/02/2020	Closed	No	2	0	3	3	0
	Competitive Service - Total														15	12
Excepted Service	Sample Org 1	Sample Office 1	10108660	Human Resources Specialist	Active	CMS-OHC-20-10108660-IMP	IMP	06/30/2020	07/02/2020	Closed	No	2	0	0	0	0
Excepted Service - Total														0	0	0
Overall - Total														15	12	2

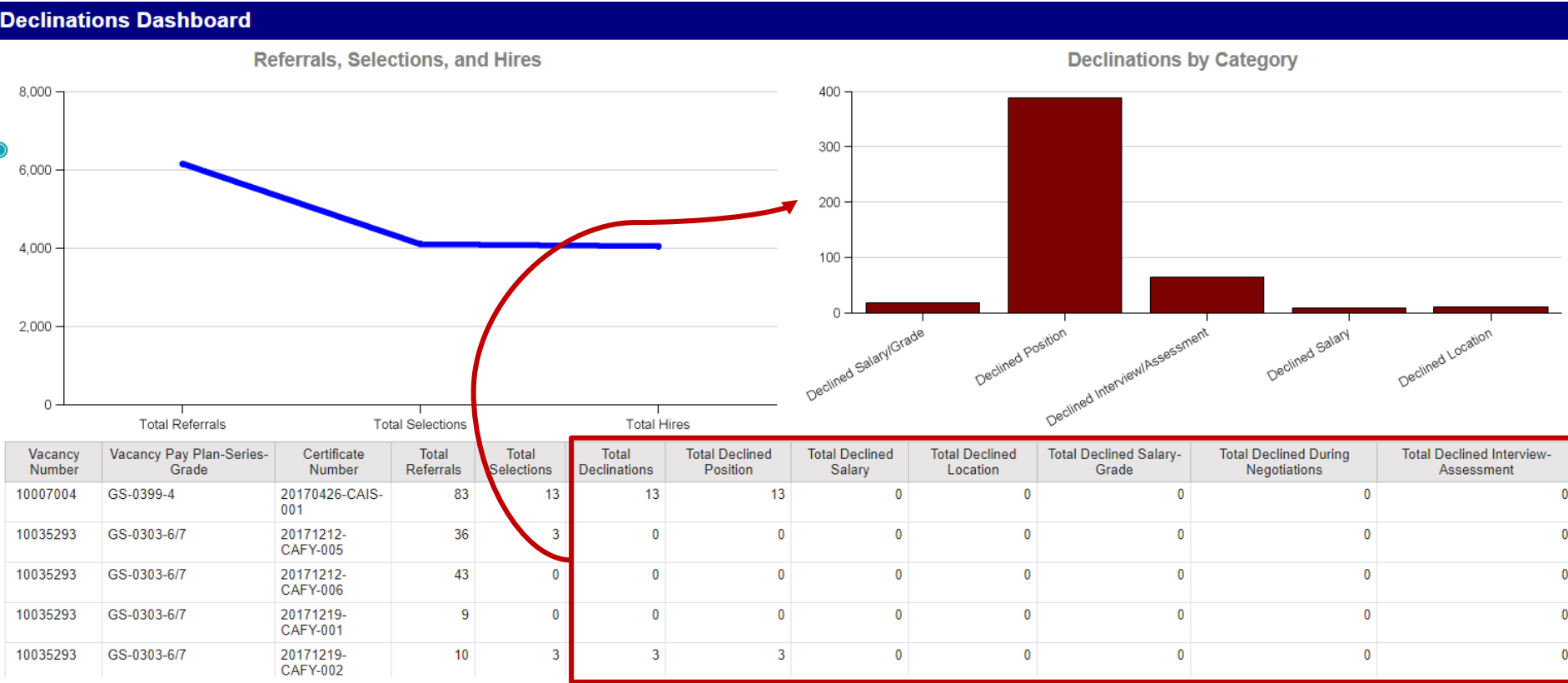


Using Data to Request and Maintain DHA

OPM requires data to support requests for and maintenance of DHA.

Sample Question:

How many selectees have declined offers? What were the reasons for declinations?





Using Data to Inform Decisions

Agencies should use **data about usage and outcomes** of of DHA to inform decisions about continued use.

Time to Hire Data

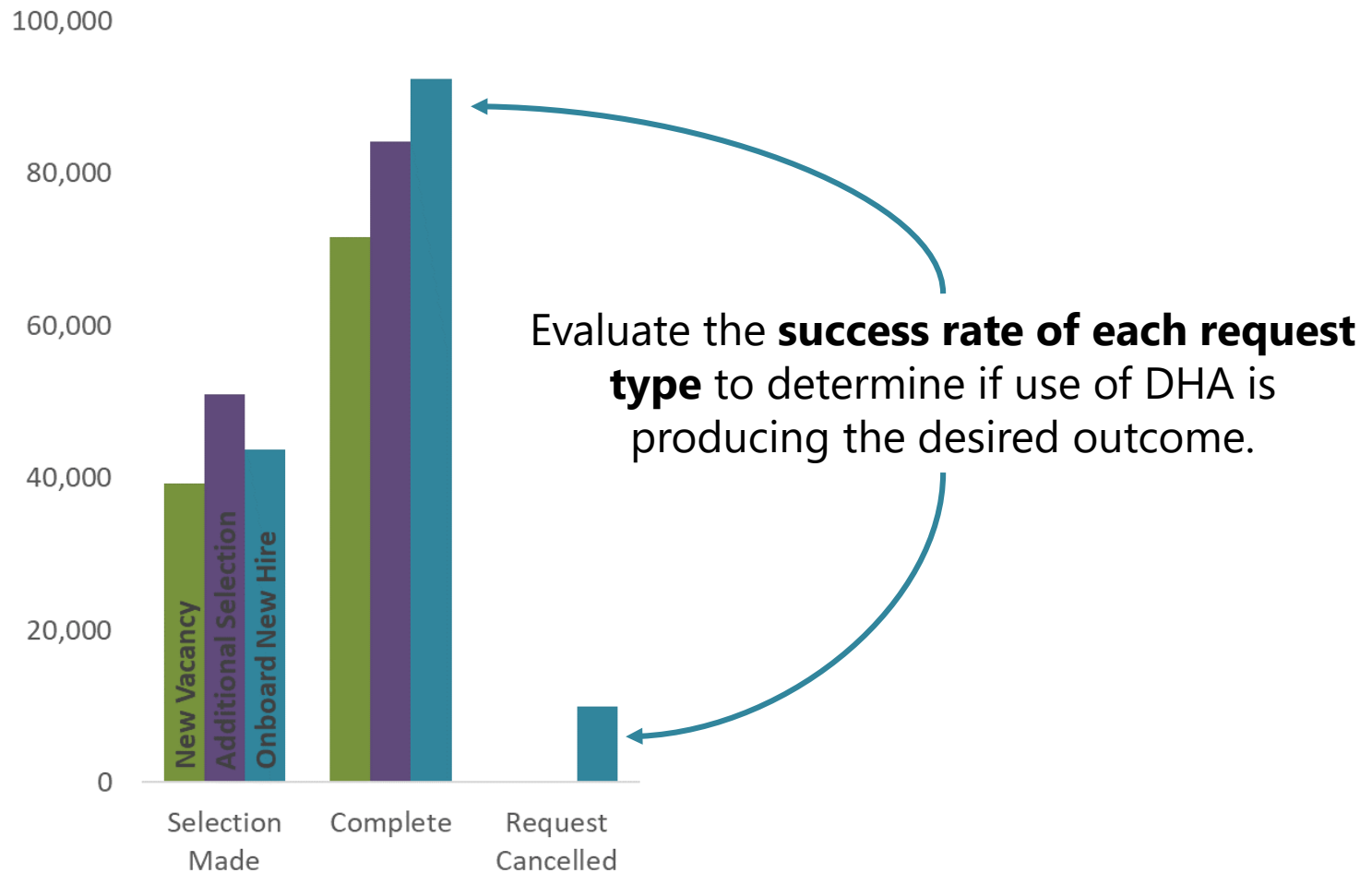
Time to Hire Summary Report by Request Type - Organization and Office					
Staffing Organization Name	Staffing Office Name	Request Type	Requests Count	Hiring Need Validated to Tentative Offer Accepted	Overall Days to Hire (Hiring Need Validated Date)
Sample Organization	Sample Office 1	Additional Selection	28	17.9	172.8
		New Vacancy	130	77.1	185.8
		Onboard New Hire	93	6.0	83.6
	Sample Office 2	Onboard New Hire	24	2.9	45.1
		Additional Selection	1,043	18.8	310.7
	Sample Office 3	New Vacancy	1,803	69.2	418.2
		Onboard New Hire	2,605	5.9	158.4
	Sample Organization Summary		5,726	24.6	132.8
	2020 Summary		5,726	24.6	132.8

Summary data and detailed information about the steps in the staffing and onboarding process, can **provide insight** into whether the use of DHA has an impact on overall time to hire.



Using Data to Inform Decisions

Success Rate

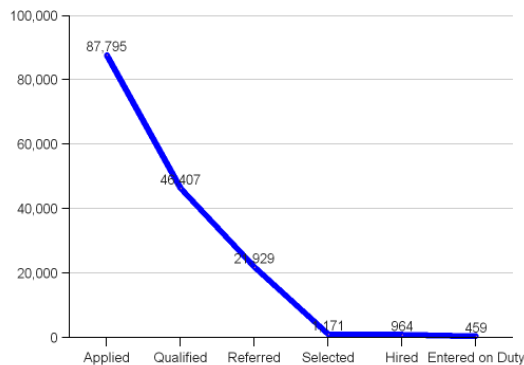




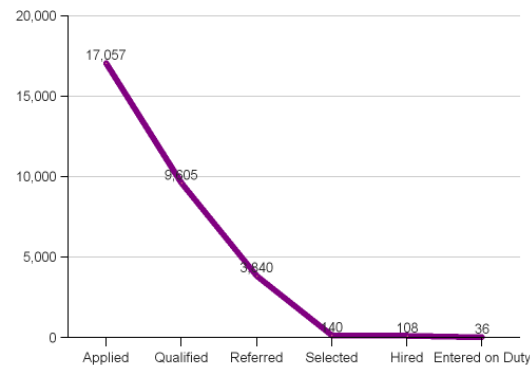
Using Data to Inform Decisions

Applicant Volume and Flow

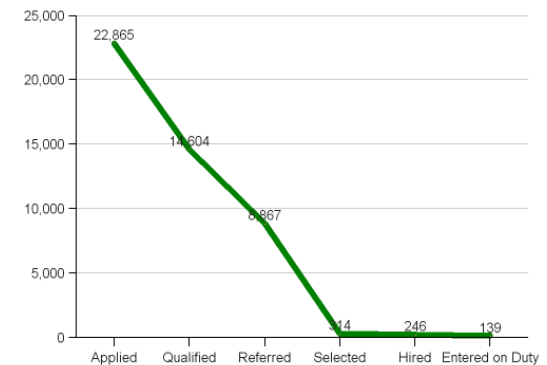
Competitive Service



30% Disabled Veterans



Direct Hire



When vacancies are tagged as DHA, compare applicant volume and flow of DHA vacancies to vacancies using other hiring authorities to determine if DHA will result in the desired pool.



Flexibility in Reporting

Data can be provided **using a range of different dimensions**, including request type, occupational series, organization, tags, and many more.

Time to Hire Summary Report by Request Type - Series

Series and Title	Request Type	Requests Count	Hiring Need Validated to Tentative Offer Accepted	Overall Days to Hire (Hiring Need Validated Date)
Sample Series 1	Additional Selection	53	14.3	120.4
	New Vacancy	281	69.3	198.3
	Onboard New Hire	72	12.5	108.3
Sample Series 2	New Vacancy	133	63.4	163.6
	Additional Selection	158	12.0	152.3
	Onboard New Hire	137	66.7	158.8

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Questions?



Thank You

For Your Participation!