

USA Staffing[®]


Stage Release Notes

Release 15.9

August 11, 2023

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Completed System Functionality

The USA Staffing Release Notes provide an overview of the most recent functionality deployed to the USA Staffing Stage and Production environments. The  icon designates the completion of a feature previously defined in the Program Roadmap. To learn more about upcoming features and the release schedule for the USA Staffing Stage and Production environments, please visit the [USA Staffing Resource Center](#).

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System

Updated the Rules of Behavior to add the following requirement: "Users are required to sign out at the conclusion of work assignments or at any time they are not actively involved in work assignments requiring the usage of USA Staffing."

Request

Added an optional *Request Process Owner* field to the Request Information section within a request. HR users with *Create/Edit Request* permission may select any Human Resources or Onboarding user associated with the request's Customer as the *Request Process Owner*. This field may be added, changed, or removed on any request that is not in *Complete* or *Cancelled* status. All changes are tracked in *History*.

Assessment Package

Restricted the *SME Evaluation* Assessment Type to be available only in vacancies using a single rating combination. **Note:** The *Subject Matter Expert (SME)* review functionality is not currently designed to be used with interdisciplinary, multi-grade, or multi-specialty vacancies.

Applicant Overview

Updated the Manage Late Filers page by streamlining the content presented, giving users the option to open the HTML/PDF copy of the late filer invitation email and modified the invitation button to dynamically update based on the invitation status as follows:

- *Resend Invitation* – Displays when the previous link access duration date/time has not expired.
- *Send New Invitation* – Displays when the previous link access duration date/time has expired.

Certificates

Modified the appearance of eligibilities used to create a certificate to display in bold font to inform HR users and Hiring Managers that applicants may not be selected for non-bolded eligibilities, even if they are adjudicated, since they were not used to create that specific certificate.

New Hire

Added an *Activity Summary* toggle on the Onboarding Information page within a New Hire record. This toggle is automatically defaulted on (enabled) for all new hire records. When the *Activity Summary* toggle is enabled, New Hires in Active status will receive a single batched notification email on Monday, Wednesday and Friday identifying all overdue and upcoming tasks, the action required, and due date. New Hires in Complete, Inactive, and Cancelled status will not receive any *Activity Summary* notifications. Changes made to this toggle are captured in *History*.

Note: This functionality will remain in the Stage environment while further development is completed, including New Hire Activity Summary default settings. Please forward any feedback to your Account Manager.

The following forms have been added in USA Staffing:

- AOUSC 1 – Prior Service Questionnaire
- ARC MOU ESA RRB – Employee Service Agreement - Recruitment and/or Relocation Bonus
- IF 238 – Military Service Information

The following forms have been updated in USA Staffing:

- DD 1617
- Tax PR

Hiring Manager Functionality

No updates.

Administrative Functionality

No updates.

USA Hire Functionality

Enabled the use of USA Hire Assessment Package Templates on non-GS vacancies based on corresponding series and grades.

Modified the *Update USA Hire Assessment Data* option under the gear icon on the Assessment Package tab to apply any updates to the template. Selecting this option will update USA Hire attributes, assessment standard deviation, mean, transmutation range, and assessment weight.

Reporting and Analytics

Reporting and analytics enhancements can be reviewed in the Release Notes section of the [Reporting and Analytics](#) page on the [USA Staffing Resource Center](#).