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USA Staffing

Reporting and Analytics Release Notes

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U.S. Office of Personnel Management
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Reporting and Analytics

Hiring Data Warehouse

- Assessment Packages folder
 - Assessment Package Information sub-folder: a new query subject and query items were added to enable reporting on the category settings of an assessment package in a vacancy.
 - Assessment Package Categories query subject
 - 'Category Final Rating Cutpoint': The minimum final rating/score an applicant must receive in order to be placed into a category.
 - 'Category Name': The name of a category applicants can be placed into based on category rating criteria.
 - 'Category Rating Method': The type of category rating method (e.g., Final Score Cutpoint) used to place applicants into categories.
- Certificates folder
 - Certificate Information sub-folder: a new query subject and query items were added to enable reporting on the workflow assigned to a selectee during the applicant audit process.
 - Selectee Workflow query subject
 - 'Selectee Workflow ID': The unique database ID of the workflow associated with a selectee from a certificate.
 - 'Selectee Workflow Name': The name of the workflow assigned to a selectee from a certificate.
 - 'Selectee Workflow Time to Hire Goal': The goal/target for overall time to hire for a workflow assigned to a selectee from a certificate.
- New Hires folder
 - New Hire Request Information sub-folder: a new query subject and query items were added to enable reporting on the workflow associated with an onboard new hire request.
 - Onboarding Request Workflow query subject
 - 'Onboarding Request Workflow ID': The unique database ID of the workflow associated with an onboarding new hire request.
 - 'Onboarding Request Workflow Name': The name of the workflow assigned to the onboard new hire request.
 - 'Onboarding Request Workflow Time to Hire Goal': The goal/target for overall time to hire for the workflow assigned to an onboard new hire request.
- Requests folder
 - Request Information sub-folder: a new query subject and query items were added to enable reporting on documents uploaded to requests.
 - Request Documents query subject
 - 'Request Document ID': The unique identifying number associated with the request document.
 - 'Request Document Name': The name of the document uploaded to the request.
 - 'Request Document Submission Date/Time': The date/time a document was uploaded to the request.
 - 'Request Document Submitted By': The name of the individual that uploaded a document to the request.
- Vacancies folder
 - Vacancy Information sub-folder: new query subjects and query items were added to enable reporting on the documents uploaded to the vacancy case file as well as the staffing workflow associated with a request.
 - Case File Documents query subject

- 'Case File Document ID': The unique identifying number associated with the document in the vacancy case file.
- 'Case File Document Name': The name of the document uploaded to the vacancy case file.
- 'Case File Document Submission Date/Time': The date/time a document was uploaded to the vacancy case file.
- 'Case File Document Submitted By': The name of the individual that uploaded a document to the vacancy case file.
- Vacancy Workflow query subject
 - 'Vacancy Workflow ID': The unique database ID for the staffing workflow.
 - 'Vacancy Workflow Name': The name of the staffing workflow assigned to the request.
 - 'Vacancy Workflow Time to Hire Goal': The goal/target for overall time to hire for the staffing request.

Reports

- **Applicant Scores by Assessment Report:** The Applicant Scores by Assessment Report was modified. This report provides tabular data identifying the scores an applicant received on each assessment completed for each rating combination to which they applied. The report was updated to include columns to designate whether the assessment is used for screen-out and/or rating. The report was also updated to include grouping and to modify the report grouping setting to ungroup rows when exporting to Excel.
 - Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse > Assessment
- **Certificate Overview Report:** The Certificate Overview Report was modified. This report provides tabular data displaying an overview of one or more certificate(s), including detailed certificate application information. The report was updated to include columns for USAJOBS Job Status, final audit complete date/time, and certificate issuer email on the Certificate Details page/tab of the report. The report was also updated to include grouping and to modify the report grouping setting to ungroup rows when exporting to Excel.
 - Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse > Certificate
- **Incomplete Applications Report:** The Incomplete Applications Report was created. This report provides tabular data showing individuals that started but did not submit an application to a vacancy.
 - Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse > Vacancy
- **Recruitment Sources Dashboard:** The Recruitment Sources Dashboard was modified. This report provides visualizations and tabular data displaying recruitment sources by organization, office, and vacancy, as well as the identification of social media sites used for recruitment. The visualizations on the dashboard were updated to include a chart to show the percentage of applications for each response to the recruitment sources question by major step in the staffing process. New visualizations were added to show responses to the follow-up questions presented to applications when the "I saw it on social media" response is selected. New pages/tabs were also added to provide tabular data on the follow-up questions. Finally, the report was updated to modify the report grouping setting to ungroup rows when exporting to Excel.
 - Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse > Vacancy
- **Recruitment Sources Report:** The Recruitment Sources Report was modified. This report provides tabular data displaying recruitment sources by organization, office, and vacancy, as well as the identification of social media sites used for recruitment. New visualizations were added to show responses to the follow-up questions presented to applications when the "I saw it on social media" response is selected. New pages/tabs were also added to provide tabular data on the follow-up questions. Finally, the report was updated to modify the report grouping setting to ungroup rows when exporting to Excel.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse > Vacancy
- **USA Hire Tracking Report:** The USA Hire Tracking Report was modified. This report provides tabular data showing the vacancies that use one or more USA Hire assessments and the applicants that are pending completion of the required assessment(s). The report was updated to include columns to identify the total number of unique applications that were invited to complete USA Hire assessments but either did not complete the required assessments (Total IOIM Applications) or did not submit required reasonable accommodation documentation (Total IORA Applications) on the Vacancy Tracking page/tab. Additionally, the column titled “Applications Eligible for USA Hire” was relabeled to “Applications Invited to Complete USA Hire” and the formula for the calculation was updated to include IOIM and IORA applications as well as eligible and pending applications (which were originally the only applications included in the calculation). By changing this calculation, the USA Hire Eligibility Rate will provide a more accurate view of the percentage of applications that were invited to complete USA Hire assessments. Finally, the report was also updated to modify the report grouping setting to ungroup rows when exporting to Excel.
 - Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse > USA Hire
- **User Accounts by Primary Office Report:** The User Accounts by Primary Office Report was modified. This report provides tabular data displaying a list of the user accounts that exist for each primary office. The report prompt page was updated to provide clarifying instructions for the optional permission profile type prompt, as well as to add a new optional prompt for the Paid? flag on user accounts, which will enable users to decide whether to include or exclude user accounts that either have or do not have at least one paid permission profile associated with their account. The Paid? flag column was also added to the output of the report. Finally, the report was updated to include grouping and to modify the report grouping setting to ungroup rows when exporting to Excel.
 - Team Content > USA Staffing Packages and Folders > User License

APIs

The API team continues to add to the Data APIs available to pull bulk data sets from USA Staffing. For detailed information about each API, including data definitions, visit <https://developer.usastaffing.gov/>.

- **Applications API:** The Applications API provides detailed data about each application and applicant submitted to USA Staffing. Direct links to associated APIs are provided in the returned JSON for the offices, vacancies, and certificate applications APIs. The Applications API will also return data about the application and links to the following sub-entities:
 - Applicant
 - Announcement Items and Responses
 - Assessment Items and Responses
 - Eligibilities
 - Locations
 - Ratings
 - Recruitment Sources