USA Staffing Upgrade

Production Release Notes 7.1
August 11, 2016

Completed Release Plan Items are designated with a green check and the month they were projected (i.e. ✅ **July**)

REQUEST

☐ The 'Position Title' field now allows these special characters: ampersand (&) and underscore (_). The 'Position Description Number' field now allows these special characters: underscore (_) and space ( ).
https://help.usastaffing.gov/USAS/index.php?title=Create_Request_Information
https://help.usastaffing.gov/USAS/index.php?title=Create_Position_Description

APPLICANT LIST/CERTIFICATE

☐ ✅ **July -** HR users can create new requests from a certificate to link to additional selections. Selectees must be associated with a request number in order to trigger the onboarding process, so in vacancies where multiple selections are being made, HR users can create additional requests during the audit to link to these selectees.
https://help.usastaffing.gov/USAS/index.php?title=Applicant_List

ASSESSMENT

☐ ✅ **July -** Users can build custom response options for items created in competency networks. This allows agencies to establish a library of competency networks to cover minimum qualifications questions and to add items to the library that do not use one of the default rating scales.
https://help.usastaffing.gov/USAS/index.php?title=Building_custom_response_options_for_items_created_in_a_competency_network

REPORTS

- Added applicant Scores to Cognos. These are now reportable.
- Added New Hire Status to Cognos. It is now reportable.
https://help.usastaffing.gov/USAS/index.php?title=Cognos

ADMINISTRATION

- ✅ **July -** The USA Staffing program office now has the ability to change the email address for an existing user account. If users have a new email account and would like their USA Staffing account to be updated to reflect their new email address, please contact the USA Staffing Help Desk to have the email address updated.
https://help.usastaffing.gov/USAS/index.php?title=Using_Online_Help

- Custom permission profiles tagged with an organization can now be assigned to any user within that organization.
https://help.usastaffing.gov/USAS/index.php?title=Create_Permission_Profile

ONBOARDING/NEW HIRE

- ✅ **July -** Enabled attachment of documents to new hire notifications.
https://help.usastaffing.gov/USAS/index.php?title=Sending_a_notification_to_a_new_hire_with_an_attachment

- Updated the New Hire welcome page to indicate whether the new hire has received a tentative or official offer.
https://help.usastaffing.gov/NewHire/index.php?title=New_Hire_Welcome_Page

- The 'Send Formal Offer' and 'Confirm EOD' tasks are now required in all onboarding workflows so that accurate time-to-hire metrics may be captured.
https://help.usastaffing.gov/USAS/index.php?title=Create_Workflow

- Once a form is complete and ready to be sent to eOPF, the content is locked so that the new hire cannot change the form information unless HR specifically allows it.
https://help.usastaffing.gov/USAS/index.php?title=New_Hires_Forms

- Published these DOD specific forms: DA 5369-R, DA 5370-R, DA 5371-R, DLA RA Memo 1.

- Published standard government form SF 93 to allow medical history to be collected from New Hires.