



## HR Highlights April 2022

### Alternative Hiring Process Introduced

In collaboration with the Department for Aging and Rehabilitative Services (DARS) and our Agency HR Partners, DHRM is excited to introduce the new **Alternative Hiring Process (AHP)**. It is DHRM's goal to proactively foster an inclusive workforce culture for the Commonwealth and cultivate a leading-edge roadmap to incorporate diversity and inclusion best practices in attracting and retaining the state workforce. AHP is an alternative application process for the employment of people with differing abilities in response to Code of Virginia § 2.2-1213, which was effective July 1, 2021.

Here are some highlights of the new process:

- Applicants with documented disabilities, as certified by a DARS Certified Rehabilitation Counselor, are eligible for consideration through AHP.
- Applicants will note their interest in being considered for the AHP when they apply in RMS and attach their Certificate of Disability to their employment application.
- Approved applicants may receive priority consideration during the recruitment process.
- Agencies are strongly encouraged to provide a 6-month provisional period to AHP new hires to ensure accommodation needs are met and employees are set up for success.

Please review the [Alternative Hiring Process Guidance](#), [Frequently Asked Questions for Applicants](#), and [Frequently Asked Questions for Agency HR and Hiring Managers](#) for details regarding this initiative.

The following policies will be updated to incorporate the new Alternative Hiring Process:

- Policy 2.10 - Hiring Policy
- Policy 1.30 - Layoff

This process is only the beginning of our strategy to demonstrate our commitment to this talent pipeline. AHP is part of a more comprehensive strategy, which includes accommodations, communication, education and awareness, compliance and retention of individuals with differing abilities. We expect this process to continue to evolve as we build and implement the comprehensive strategy.

DHRM would like to express our deep gratitude and appreciation to our Agency HR Partners for their input and dedication to this effort:

- Antoinette Johnson, DVS
- Lisa Knicely, DARS
- Cindy O'Connor, VEC
- Stacy Pendleton, DBHDS
- Melinda Raines, DSS

Please reach out to Natalie Brannon or Sandra Phipps, our DHRM Liaison for questions regarding the Alternative Hiring Process.