HR Highlights April 2024

HR Data Insights and Phoenix Lunch and Learn Sessions

DHRM hosted virtual lunch and learn sessions on March 26 and 27 to provide a demonstration of the new HR Data Insights (HRDI) and Phoenix applications. Thank you for taking the time to attend, which was a great opportunity to ask questions about the new tools.

DHRM announced the full release of the Phoenix and HR Data Insights (HRDI) applications on March 4, which are now available to all agencies.

Phoenix is the new front end application tool developed to provide access to archived records in PMIS and BES. Phoenix will provide read only access to core benefits and employee historical data previously accessed through the HuRMan portal.

HR Data Insights (HRDI) is a query tool which will support an agency's need to filter and download historical employee and transaction data, sourced from Cardinal and transformed to user readable values. Much of the query functionality of HRDI, such as user selecting filter is not real time. As a reminder, this application is intended to augment existing Cardinal reports and queries.

Both applications, Phoenix and HRDI, can be accessed through the DHRM SecurePass portal. SecurePass is a gateway to many of our DHRM applications. All staff will be required to complete training on SecurePass before being granted access to these new applications. If you have not already taken this training, please do so at your earliest opportunity.

- All team members are required to complete the DHRM- SecurePass General Users training. Those with aHRD or aSO responsibilities are also required to complete the DHRM - SecurePass Training Agency SO training.
- The aHRD and aSO for your agency will be responsible for granting access for your staff.
- If your agency does not have an established aHRD or aSO, submit a Registration Form to ihelp@dhrm.virginia.gov.

As a reminder, user guides for both HRDI and Phoenix have been developed to help you navigate these new applications watch the Lunch and Learn videos by clicking here.

If you have questions about the applications, please contact the DHRM OCIO Applications team.