

Get the Facts on HR Direct: Understanding the Person Model

Enhancing the HR Application

The HR Direct Project is working on a major University initiative to advance the Human Resource Management System (HRMS) to the most current application release. The following activities are underway:

- Introduction of Commitment Accounting, three great features of Employee Self Service, and Enterprise Learning
- Upgrade of Core HR functionality, Base Benefits, Payroll, and Talent Acquisition
- Planned pilots of Manager Self Service and Time & Labor Employee and Manager Self Service

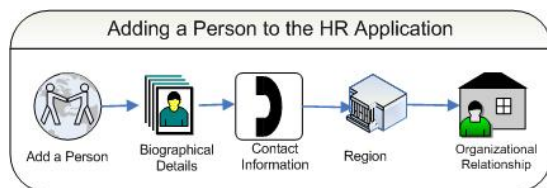
The upgrade of the **Core HR functionality** will introduce the new **Person Model** within the version 9.0 Human Resources application.

What is the Person Model?

The Person Model is the new process used to capture information about a person and how the person is related to the organization. This model enhances the employee record process by:

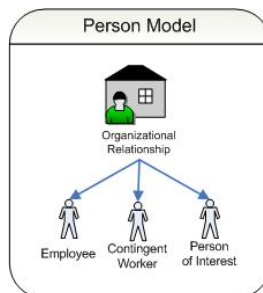
- Separating the creation of a person from the creation of that person's relationships with the organization
- Ability to use the same ID for a person across multiple relationships to the organization.
- Ability to track a person without creating a JOB record (Person of Interest)

The New Process for Adding a Person



Three Person Types

Previously, there were two person types: Employee and Non-employee. The Person Model introduces three types of organizational relationships. The Employee type remains the same. Non-employee is divided into two person types: Contingent Worker and Person of Interest.



1. Employee (EMP)

A person hired to provide services to the organization and has a legal employee relationship with the organization.

2. Contingent Worker (CWR)

A person providing services to the organization and does not have an official employee relationship with the organization (i.e. consultants).

3. Person of Interest (POI)

A person who is not an employee or contingent worker, but is of interest to the organization such as:

- Non-HR administered employees (e.g. Volunteers, Honorary Alumni)
- External instructors/trainees in relation to the Enterprise Learning module.
- Campus Solutions persons for Student Refunds

Note: Emergency contacts, dependents, beneficiaries, and health and safety physicians **are not POIs**. Please continue to enter these in specialized components.

Same ID, Multiple Relationships

The Person Model allows a person to have one ID for multiple organizational relationships. This means if a person has two organizational relationships, such as faculty member and administrative, the two relationships are under one person ID as separate job instances. Plus, this new model takes into consideration that a person's relationship can change over time. Perhaps the person was a consultant (CWR) for a period of time and then was hired on as an employee. Both instances (CWR and EMP) would be recorded under the same ID. This provides greater workforce tracking and reporting capabilities.

How does this affect me?

This change affects many existing end users, whether you are filling out a roll on form or entering a new person into the HR application. The HCM Project Change Management Team is working actively on identifying the people and processes impacted by this change.

Training: Courses, Tutorials, & More

The HR Direct Training team is currently working on online tutorials and training documentation. Your campus will communicate more details regarding the training schedule and courses prior to the Training Phase.