Welcome Liaisons!

June 2021 Slide Deck
ID Badges

• The Human Resources department will be unable to issue badges on June 29-30th, due to Resident Orientation

• If you have a concern with this blackout period, email HRMidbadge@lsuhsc.edu
Distribution Lists

• Target date: Monday, June 28th

• Standardization of display names for HRM distribution lists

• This change is for display name only in the Global Address List (GAL)
<table>
<thead>
<tr>
<th><strong>Currently Displayed:</strong></th>
<th><strong>Changed to:</strong></th>
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</thead>
<tbody>
<tr>
<td>N.O. HRM</td>
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<td>N.O. HRM Benefits</td>
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<td>N.O. HRM Employment and Talent</td>
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<td>N.O. HRM Operations</td>
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<td>PeopleAdmin Liaisons</td>
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<td>Records Requests</td>
<td>HRM Records Requests</td>
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<tr>
<td>Talent Development</td>
<td>HRM Talent Development</td>
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Return of In-person New Employee Orientation (NEO)

• We will be resuming in person NEO on August 10, 2021.
• If you were a stakeholder that presented at NEO, please be on the lookout for information regarding this transition.
Louisiana State Civil Service PES Evaluation and Planning

- PES Evaluation Period: July 1, 2021-August 9, 2021 **
- PES Planning Period: July 1, 2021-September 10, 2021**

**We highly encourage you to do both the evaluation and planning in the same sitting by August 9, 2021.

- All PES Evaluation and Planning must be done electronically in the People Admin system
- Informational slides will be sent out before July 1st giving a step by step guide to the system
Budget Time

- Please get all FY 2021 Actions in ASAP!
- HR will not key for Classified, Unclassified and Faculty positions in PeopleSoft between July 1\textsuperscript{st} and July 13\textsuperscript{th}
Classified Market Adjustments

- Effective July 15, 2021, a market adjustment will go in effect.
- The new pay rate will be included in paychecks beginning July 30, 2021.

Cost of Living Increases (COLA)

- Effective July 1, 2021 a COLA will go in effect.
- The new pay rate will be included in paychecks:
  - July 16th for biweekly pay cycles
  - July 30th for monthly pay cycles
Worker’s Compensation

- Report any incident to HR immediately
- Form DA2000 needed for all incidents
- Form DA1973 also needed if incident incurs medical expenses
- Forms can be found on the [EH&S webpage](#)
- Employee can seek medical treatment at UMC, Concentra, or provider of their choice
- All Workers’ Comp claims require drug testing
  - Only exceptions: needle sticks and blood exposures
  - Employee can either go to Concentra or request testing while seeking medical treatment (note: many ERs will not provide drug testing)
Thank you!