

Daniela Navarro Healthcare Studies

Introduction

Bridgewell is a non-profit organization in Massachusetts that specializes in providing support to individuals with disabilities and substance abuse disorders. Through community housing day programs, outpatient treatment, and education employment training. Bridgewell strengthens communities and provides opportunities for people to become the most successful versions of themselves. (Bridgewell, Nd).



Literature Review

Human Resources technologies in healthcare focus on minimal types of technologies such as, Artificial Intelligence (AI) (Tursunbayeva,2019). This article argues that a broad range of HR technologies can, improve and support HR practices in healthcare and help direct the approaching HRH crisis. In analyzing this the article draws on the actual typology of innovative HR technology interruptions that could reconstruct the way we manage and work organizations.(Tursunbayeva,2019).

The process of recruitment implicates tasks like screening applicants, attracting candidates, analyzing job requirements, and hiring and welcoming the new hire to the organization. E- Recruitment is the practice of using network based resources for tasks involved with attracting, searching, assessing, interviewing and employing new hire's. (Okolie and Irabor, 2017).

Objectives

- To shift from manually doing job requisitions electronically in the Applicant Tracking System
- Open the job postings after the job requisitions are approved
- Train managers on how to create their own job requisitions
- Replace the manual vacancy report to an electronic version through the Applicant Tracking System

Methods and Tasks

- Create job requisitions for all “open” jobs
- Wait for approval from the Human resources manager and assigned recruiters
- Once approval is received, create official online job listing
- Ensure the job listing is accessible for both internal and external recruitment
- Provide adequate training to hiring managers on how to create job requisitions

Results

Dates & Steps	<ul style="list-style-type: none"> • By October 10th the job requisitions will be created for all open jobs total of 200 • By October 18th all job requisitions will be approved by HR Manager and recruiter • By October 21st the 200 the job listings will be created
Training plan	<ul style="list-style-type: none"> • Provide virtual training via zoom on how to create job requisitions to hiring managers • Dates and times virtual training will take place <ol style="list-style-type: none"> 1. Tuesday November 29th, 2022 11AM-12PM 2. Friday December 2nd, 2022 1PM-2PM
Feedback/Updates	<ul style="list-style-type: none"> • Can managers add to the general job description? • Is there any way to add more information to a previous requisition?
Future Planning	<ul style="list-style-type: none"> • Create a screen recording on how to create a job requisition step by step for managers that couldn't attend the zoom meetings • Answer frequently asked questions managers had via zoom session and also via screen recording

Conclusions

- The overall goal of developing this project of creating job requisitions for all of the open jobs is to shift gears from managers having to manually create notification of vacancies (vacant positions) to doing it online via the Applicant Tracking System.
- Creating job requisitions online will significantly decrease the workload in Human Resources/ recruitment because the department is able to focus on other tasks to help the organization run smoother and efficiently.
- The Hiring managers will have the opportunity of posting a vacant job online eliminate administrative work for the managers and will enable to spend more time on patient care.
- The applicant Tracking system will eliminate additional unnecessary steps because everything will be done online.

References

Tursunbayeva, A. (2019, April 29). *Human Resource Technology Disruptions and their implications for Human Resources Management in healthcare organizations - BMC Health Services Research*. BioMed Central. Retrieved September 18, 2022, from <https://bmchealthservres.biomedcentral.com/articles/10.1186/s12913-019-4068-3>

Okolie, U. C., & Irabor, I. E. (2017). *E-recruitment: Practices, opportunities and challenges*. European Journal of Business and Management. Retrieved December 3, 2022, from <https://iiste.org/Journals/index.php/EJBM/article/view/36399>

About Bridgewell: Massachusetts Disability & Recovery Services. Bridgewell. (2022, June 21). Retrieved December 8, 2022, from <https://bridgewell.org/about/>

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