

Talent Acquisition Software Assessment Scorecard

The ability to provide exceptional care, control labor costs and foster a culture that enables growth all starts by finding and hiring the right people. Your talent acquisition software should be purpose built for senior care to help you source, recruit, screen, hire and onboard candidates from one easy-to-use system.

Use this scorecard to help you assess your talent acquisition software vendor. Select a number between 1 and 5 in each category, where 1 denotes that the vendor does not have the capability and 5 denotes full functionality exceeding expectations. At the end of the assessment, tally up your results to receive a vendor score.

Sourcing Candidates

Broaden candidate sources and make applying simple.

Job templates are easy to create & manage	1	2	3	4	5
Openings are automatically shared across popular job boards	1	2	3	4	5
Candidate information is automated & securely stored for future openings	1	2	3	4	5
Candidates have the option to apply without a resume	1	2	3	4	5

Total Score For Sourcing Candidates _____/20

Candidate Management

Easily track & communicate with candidates every step of the way

Candidates can be pre-screened with qualifying questions	1	2	3	4	5
Candidates & hiring managers can check on their progress in the online hiring portal	1	2	3	4	5
Candidates & hiring managers can communicate via text message	1	2	3	4	5
Candidates can manage the entire hiring process from their mobile device	1	2	3	4	5

Total Score For Candidate Management _____/20

Hiring Workflows

Automate your hiring process while infusing best practice efficiencies for a faster path to hire.

Automated hiring workflows quickly advance candidates to reduce time to hire	1	2	3	4	5
Configurable hiring workflows enable compliance by ensuring no steps are missed	1	2	3	4	5
Career pages can be customized and branded with your organization's logo	1	2	3	4	5
Background screening and drug testing orders are seamlessly integrated	1	2	3	4	5
Candidates can select interview day/time through a calendar integration	1	2	3	4	5
Interview notes can be shared with all members of the hiring team	1	2	3	4	5

Total Score For Hiring Workflows _____/30

Onboarding & Form Management

Ensure a comprehensive, streamlined onboarding process complete with form & document management.

Offer letter templates are readily available with electronic signatures	1 2 3 4 5
New hires are prompted to complete all of their paperwork online before day one	1 2 3 4 5
Forms are customizable to capture information relevant to your organization	1 2 3 4 5
Online portal provides easy access & communication with new hires	1 2 3 4 5

Total Score For Onboarding & Form Management _____/20

Analytics & Integrations

Track and report key hiring activities across all of your communities.

Standard reports measure key recruiting performance indicators	1 2 3 4 5
Key results are automatically shared with key stakeholders via emails	1 2 3 4 5
Job board performance reports help optimize ad spend	1 2 3 4 5
Integrates with HR & HRIS systems widely used by HR professionals	1 2 3 4 5

Total Score For Analytics _____/20

Customer Support

Partner with a software team designed for your success and focused exclusively on long-term & post-acute care.

Customer success team is comprised of experts in long-term & post-acute care	1 2 3 4 5
Availability of ongoing best practice coaching by industry experts	1 2 3 4 5
Customer success services are top-rated	1 2 3 4 5
Company's solutions are proven in the senior care industry	1 2 3 4 5
Company offers a suite of workforce management solutions to reduce vendor sprawl	1 2 3 4 5
Product enhancements are frequent & incorporate client feedback	1 2 3 4 5
The product meets the needs of all organization sizes	1 2 3 4 5

Total Score For Customer Support _____/35

Final Score

Tally up the total points from each section for a total score out of 145.

____/145

Analysis

135-145: You are working with a best-in-class talent acquisition software vendor who can help you achieve your goals.

125-134: Some functionalities exist to help you achieve some of your hiring and recruitment goals, but it may not be enough to help you maintain a steady pipeline and hire top talent, fast.

124 or below: There are some bright spots here, but they won't be enough to keep top talent from slipping through the cracks.

Why OnShift

OnShift Employ is purpose-built to help senior care providers with their end-to-end talent acquisition needs. Our clients are seeing significant results, including a 75% increase in the number of applications, a 35% reduction in time to hire and a \$60,000 savings in annual recruitment ad spend.

See how OnShift Employ can help you streamline hiring and elevate the candidate experience.

Schedule a demo today at www.onshift.com/employ-demo

ABOUT ONSHIFT, INC.

OnShift's next-generation platform fundamentally transforms the relationship between healthcare organizations and their employees. Our innovative approach to recruitment, hiring, workforce management, pay and engagement fosters a culture where people want to work. That's why thousands of healthcare organizations rely on OnShift's integrated suite of software and services to dramatically reduce turnover rates, decrease costs and improve the quality and continuity of care. For more information, visit www.onshift.com.

