



Rhode Island Department of Human Services
25 Howard Avenue, Building 57
Cranston, RI 02920
Phone: (401) 462-2121 Fax: (401) 462-6594

November 14, 2023

The Honorable Patricia A. Serpa
Chair, House Committee on Oversight
State House, Room 101
Providence, RI 02903

**Re: Additional Information to Follow-ups from DHS House Oversight Hearing on
Wednesday, Oct. 25, 2023**

Dear Chair Serpa:

Attached, please find supplemental information to follow-up responses the Department of Human Services (DHS) transmitted on November 3. The information provides additional context on agency vacancies and the timeline for filling these positions.

Information provided has been cross-referenced with data from the Department of Administration and DHS to ensure an accurate reflection of the hiring process. If you have any questions, please do not hesitate to reach out.

Sincerely,

A handwritten signature in black ink that reads "Kimberly Merolla-Brito".

Kimberly Merolla-Brito
Director
RI Department of Human Services

Please provide the date of ET and social case worker vacancies and the time for each step of the hiring process.

Please see the following page for information on specific vacancies and where those positions are in the recruitment process.

Job Title	PAR Logged	PAR Completed	Time for PAR Completion (Days)	Posting Start Date	Posting End Date	Date Sent for Civil Svs List	Date Candidate Names to agency	Time Lapse To Receive Names, Including when/if Lateral Offer Process Present (Days)	Date HR Informed of Selection	Date Hire Recommendation Submitted	Date Hire Recommendation Approved	Effective/ Transfer Date	PAR Initiation to Position Filled (Days)
Eligibility Technician	1/10/2023	1/25/2023	15	9/22/2023	10/1/2023	10/11/2023	10/16/2023	15	Awaiting candidate acceptance				
Eligibility Technician	1/23/2023	2/2/2023	10	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	In recruitment				
Eligibility Technician	3/9/2023	3/21/2023	12	9/22/2023	10/1/2023	10/11/2023	10/16/2023	15	Awaiting candidate acceptance				
Eligibility Technician	3/29/2023	4/11/2023	13	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	In recruitment				
Eligibility Technician	5/23/2023	6/12/2023	20	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	10/11/2023	10/25/2023	10/25/2023	11/5/2023	166
Eligibility Technician	5/31/2023	6/19/2023	19	9/2/2023	9/11/2023		Lateral: 9/12/23		Pending Lateral				
Eligibility Technician	6/7/2023	6/19/2023	12	9/22/2023	10/1/2023	10/11/2023	10/16/2023	15	Awaiting candidate acceptance				
Eligibility Technician	6/15/2023	7/6/2023	21	9/2/2023	9/11/2023		Lateral: 9/12/23		Pending				
Eligibility Technician	6/21/2023	7/6/2023	15	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	9/29/2023	10/6/2023	10/6/2023	11/5/2023	137
Eligibility Technician	7/19/2023	7/24/2023	5	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	9/27/2023	9/27/2023	9/27/2023	11/5/2023	109
Eligibility Technician	7/20/2023	7/24/2023	4	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	In recruitment				
Eligibility Technician	8/1/2023	8/10/2023	9	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	9/29/2023	10/25/2023	10/25/2023	11/5/2023	96
Eligibility Technician	8/9/2023	8/19/2023	10	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	10/13/2023	10/25/2023	10/25/2023	11/5/2023	88
Eligibility Technician	8/16/2023	8/23/2023	7	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	10/13/2023	10/25/2023	10/25/2023	11/5/2023	81
Eligibility Technician	8/16/2023	8/23/2023	7	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	Candidate declined - resume recruitment				
Social Case Worker	8/22/2023	9/5/2023	14	10/14/2023	10/18/2023	10/25/2023	10/25/2023	7	In recruitment				
Eligibility Technician	8/24/2023	9/12/2023	19	9/22/2023	10/1/2023	n/a	Lateral: 10/3/2023		10/6/2023			11/5/2023	73
Eligibility Technician	8/31/2023	9/12/2023	12	9/2/2023	9/11/2023	9/12/2023	9/12/2023	1	9/27/2023	9/27/2023	9/27/2023	11/19/2023	80
Eligibility Technician	9/1/2023	9/19/2023	18	9/2/2023	9/11/2023		Lateral: 9/12/2023		Pending				
Eligibility Technician	9/1/2023	9/12/2023	11	9/2/2023	9/11/2023	9/28/2023	9/28/2023	17	10/16/2023	10/25/2023	10/25/2023	11/19/2023	79
Social Case Worker	9/12/2023	9/29/2023	17	10/13/2023	10/17/2023	11/10/2023							
Eligibility Technician	9/12/2023	9/22/2023	10	9/22/2023	10/1/2023	10/13/2023	10/16/2023	15	Offer in progress				
Social Case Worker	9/15/2023	9/22/2023	7	9/21/2023	9/26/2023	10/25/2023	10/25/2023	29	In recruitment				
Eligibility Technician	9/20/2023	9/22/2023	2	9/22/2023	10/1/2023	n/a	11/3/2023	33	In recruitment				
Eligibility Technician	10/6/2023	10/18/2023	12	11/2/2023	11/8/2023		Lateral referrals in process		Pending				

Eligibility Technician Civil Service Test Administered on August 25, 2023.