

# HPT Corner

## Attachments



Hiring VA Health Professions Trainees (HPTs)



[Hiring HPT YouTube Video](#)

## Contact the VHA TRE Support Team



HPT Helpdesk:  
<https://htm2.va.gov/HelpDesk/>



Email:  
[VHATREResponseTeam@va.gov](mailto:VHATREResponseTeam@va.gov)



SharePoint:  
<https://dvagov.sharepoint.com/sites/vhaWMCHCM/NHRS/Recruitment/Pages/HPTResourceToolkit.aspx>



VA produces a steady flow of qualified and interested healthcare professionals each year, and we see unfortunate situations where HPTs are mistakenly disqualified or their start dates unnecessarily delayed.

### ***YOU – can prevent similar real-life scenarios!***

A psychiatry resident was mistakenly **disqualified** because he/she hadn't completed his/her residency **by the close date of the (optional) USA Jobs job opportunity announcement.**

### **What can you do to prevent disqualifying HPTs?**

- Utilize non-competitive recruitment and hiring flexibilities by:
  - Recruiting current and former HPTs **outside** of USAJobs and Job Opportunity Announcements (JOAs)
  - If you must post positions on USAJobs (in accordance to local bargaining unit), utilize the new JOA templates to allow HPTs to apply and be considered at the time of recruitment if they are on track for meeting the qualifications at the time of the **appointment**



## JOB OPPORTUNITIES

Hiring current HPTs can be quick and easy! HPTs may be selected and tentatively offered positions prior and any time after completion of their training. Just like all other title 38 and hybrid title 38 applicants:

- No restrictions on how early you extend job offers to HPTs
- HPTs DO NOT have to apply through USAJobs
- HPTs can be manually uploaded into USAStaffing
- HPTs may be considered up to the time of **selection** (i.e., even after an announcement closed)
- HPTs can be recruited and offered positions contingent on meeting grade requirements by the date of appointment

For more information, please go to the VA-TRE SharePoint site:  
<https://dvagov.sharepoint.com/sites/vhaWMCHCM/NHRS/Recruitment/Pages/HPTResourceToolkit.aspx>