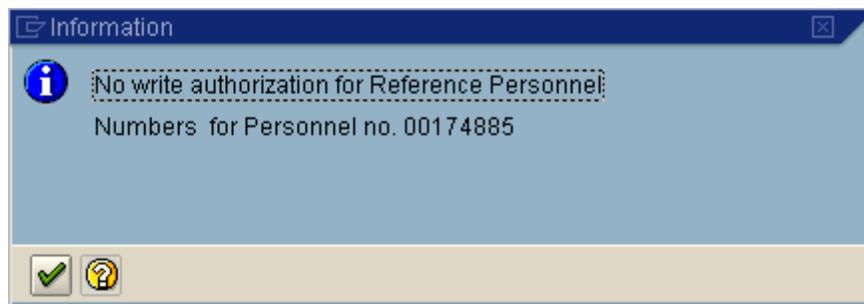


- **ZPREHIRE, when executed as the first step of a REHIRE action, now changes the employee's status to ACTIVE, rather than Inactive.**

As before, until the actual Rehire action is performed, even though the employee's status is active, ISIS HR paid employees will appear on ZP45, Potential Payroll/FI Audit Error Report, and not process through payroll.

- **To create a listing of employees that require a REHIRE action (ZPREHIRE only has been done), execute ZP13 and select action type = ZC. Previously, use of ZP82 was recommended.**
- **When performing a Dual Employment Hire action, users may receive a new informational pop up window.**

After entering the employee's SSN in the Employee Recognition pop-up box, the system will search for and present the user with a name and personnel number that already exists in ISIS HR as an active employment record. Users are instructed through online help to double-click on the employee they want to Dual-employ. A pop-up box MAY appear before the New Work Relationship pop-up is displayed. This pop-up is only an informational message (shown below).



When received, the user should simply validate the message (click on the green check mark) and continue their action.

To review the dual employment process in its entirety, use either of the following links:

[Execute Dual Employment Hire – ISIS HR Paid](#)

[Execute Dual Employment Hire – Non-ISIS HR Paid](#)