



**Centers for Medicare & Medicaid Services
Federal Equal Opportunity Recruitment Program
Annual Report FY 2001**

The Centers for Medicare & Medicaid Services (CMS) utilizes the Federal Equal Opportunity Recruitment Program (FEORP) to recruit and retain a diverse workforce and to eliminate underrepresentation of ethnic/racial groups and women in the agency. The FY 2001 CMS FEORP report shows the results of the agency's commitment to increasing the representation of underrepresented groups.

At the end of FY 2001¹, CMS maintained a workforce of 4,607 full- and part-time permanent employees. Women comprised 64.2% of this total workforce, compared with a National Civilian Labor Force (CLF) representation of 45.7%. Historically underrepresented EEO groups accounted for 32.9% of the CMS workforce, which exceeds the overall representation of all EEO groups (22.1%) in the civilian labor force. At 24.3%, 3.7%, and 1.04% respectively, African Americans, Asian Americans, and Native Americans all meet or exceed parity with their CLF representation of 11.0%, 2.8%, and 0.6%. Hispanics, particularly males, in CMS's workforce at the end of FY 2001 continued to be below parity with the 1990 civilian labor force; this group comprised 3.8% of the workforce compared to a CLF representation of 8.1%.

FY 2001	CMS Males	CMS Females	National CLF Males	National CLF Females
Native American	0.3%	0.7%	0.3%	0.3%
Asian American	1.4%	2.3%	1.4%	1.4%
African American	4.6%	19.7%	5.2%	5.8%
Hispanic	1.2%	2.6%	4.3%	6.5%
White	28.2%	38.8%	39.5%	34.5%

In FY 2001, CMS hired 421 employees from other government agencies or from outside the Federal government. EEO groups represented approximately 43.7% of these new hires, up from 35% increase from FY 2000. The distribution of new hires by EEO group is as follows: 28.7% were African American; 7.4% were Hispanic; 6.2% were Asian American; and 1.4% were Native Americans. Women represented nearly 70% of all new hires. Individuals with disabilities comprised approximately 7.1% of the 421 new hires in FY 2001, and individuals with targeted disabilities, 2.4%.

The total recruitment from EEO groups during FY 2001 is outlined in the table below:

	Women	Men
Native American	4	2
Asian American	19	7
African American	97	24
Hispanic	26	5
White	147	90

¹Data is as of September 9, 2001; most recent pay period information used to compute figures.

CMS utilized the recruitment strategies listed below to recruit a diverse, well-qualified workforce:

- During FY 2001 Agency representatives participated in the following national and local job fairs and recruitment efforts to ensure equal access to employment opportunities to all EEO groups:

- University of Puerto Rico, Bayamon Campus, PR
- American Indian Higher Education Consortium, Cloquet, MN
- Office of Personnel Management Job Fair, Sagrado Corazon, PR
- National Committee on Employment of People with Disabilities, Washington, DC
- Federal Asian Pacific American Council National Leadership Conference, Arlington, VA
- National IMAGE Conference, Atlantic City, NJ
- National Association of Colleges and Employers, Las Vegas, NV
- League of United Latin American Citizens (LULAC), Phoenix, AZ
- Academy for Health Services Research, Atlanta, GA
- American Association of Health Plans Managed Care Institute, Los Angeles, CA
- National Council of La Raza, Milwaukee, WI
- National Association for the Advancement of Colored People (NAACP) Conf., New Orleans, LA
- Organization of Chinese Americans, Seattle, WA
- National Medical Association Annual Convention and Scientific Assembly, Nashville, TN
- Blacks In Government (BIG), Los Angeles, CA
- World Congress and Expo on Disabilities, Atlanta, GA
- American Public Health Association, Atlanta, GA
- National Society of Hispanic MBAs, Orlando, FL
- University of Puerto Rico, Rio Piedras Campus, PR
- University of Maryland Baltimore County Job Fair, Catonsville, MD
- University of Maryland School of Law Health Careers Fair, Baltimore, MD
- University of Maryland Baltimore County Technology Conference
- Mercer University, CMS Campus
- Harbour School, CMS Campus
- Globaltech Bilingual Institute, Baltimore, MD
- Maryland Job Service Annually Summer Job Fair, Towson, MD

- Dunbar-Hopkins Health Partnership Advisory Board

CMS has maintained active participation on the board for the 2000-2001 school year as a result of the MOU which established a partnership between the school and the agency.

OEOCR staff has conducted mock employment interviews with graduating seniors at Dunbar.

- Outreach to College and Universities

The agency has been successful in building relationships with graduate schools to identify minority students to be placed within the agency specifically in the Dallas region. The Dallas regional office expressed interest in providing internships for students pursuing graduate studies in health related fields. CMS has been successful in identifying and placing a graduate student from Florida A&M University. While the internship provided relevant work experience for the student to meet degree requirements, it also provided the agency with a potential candidate for employment.

- Scholars Program
CMS is working to identify faculty members from HBCU's and HSI's to be placed at CMS under the IPA authority for one-year assignments. The temporary appointments will provide opportunities for selected candidates to gain an understanding of the Medicare and Medicaid programs, thus increasing capacity for HBCU's and HSI's to participate in research opportunities with CMS, and strengthen relationships between the agency and the educational institutions.
- Minority Summer Internship Program
CMS was successful in recruiting twenty- four college students to participate in the Minority Summer Internship Program; participants included seven Asian American/Pacific Islander students, seven African American students, seven Hispanic students, and three Native American/Alaskan Native students. This program is in keeping with the executive order that requires federal agencies to increase capacity /involvement with minority initiatives.
- American Association of Health Plans, Minority Management Development Program
CMS works closely with AAHP Minority Management Development Program to address the need for minority managers and administrators in health plans. This cooperative relationship fosters the a unique educational exchange affords the Fellows the opportunity to participate in the Medicare and Medicaid policy and rulemaking process and to cultivate Fellow's interest in working in the public sector. This year CMS provided opportunities for three African American Fellows, all of which worked in CMS Regional Offices.
- CMS is working to identify the need for bilingual positions within central office and the regions.

**Annual Federal Equal Opportunity Recruitment Program (FEORP)
Plan Certification--Fiscal Year 2002**

Please type or print clearly and return this sheet **with original signature** to:

Director, Office of Diversity
U.S. Office of Personnel Management
1900 E Street, NW, Room 2445
Washington, DC 20415-9800

A. Name and Address of Agency

Centers for Medicare & Medicaid Services
7500 Security Boulevard
Baltimore, MD 21244-1850

B. Name and Title of Designated FEORP Official

(Include address, if different from above, and telephone and FAX numbers.)

Ramón Surís Fernández, Director
CMS Office of Equal Opportunity and Civil Rights
(410) 786-5110
(410) 786-9549 fax

C. Name and Title of Contact Person

(Include address, if different from above, and telephone and FAX numbers.)

Brian Sutherland
CMS Office of Equal Opportunity and Civil Rights
(410) 786-5118
(410) 786-9549 fax

CERTIFICATION:

I certify that the above named agency: (1) has a current Federal Equal Opportunity Recruitment Program (FEORP) plan and the program is being implemented as required by Public Law 95-454 and subsequent regulations and guidance issued by the Office of Personnel Management; (2) that all field offices or installations having less than 500 employees are covered by a FEORP plan; (3) that all field offices or installations having 500 or more employees are covered either by this plan or by a local plan; and (4) that such plans are available upon request from field offices or installations.

Signature _____ **Date** _____

Utilization of Career Development Programs

Formal Agency Career Development Programs: Formal agency career development programs include such programs as long-term training programs, career enhancement programs, career development programs, academic degree programs for shortage occupations, leadership development programs, supervisory development programs, management development programs, Senior Executive Service candidate development programs, and others.

The Centers for Medicare & Medicaid Services (CMS) utilized the following formal agency career development programs during Fiscal Year 2001:

1. CMS Career Development Assistance Program	107 participants
2. CMS Mentoring Program	77 participants
3. CMS Management & Technical Training Program	30 participants
4. CMS Managerial Competency Writing Program	285 participants
5. CMS Intern Program	24 participants
6. CMS New Perspectives Program	11 participants
7. CMS Stride Program	9 participants

Formal Government-wide Career Development Programs: Formal government-wide career development programs include academic programs (accredited schools, colleges, universities) used in conjunction with formal development programs and other formal training programs, such as OPM's Management Development Centers; OPM's Federal Executive Institute; USDA's Aspiring Leader, New Leader, Women's Executive Leadership or Executive Potential Program; and the Legislative Fellows Program.

The Centers for Medicare & Medicaid Services (CMS) utilized the following formal government-wide career development programs during Fiscal Year 2001:

1. Federal Executive Institute	5 participants
2. Presidential Management Intern Program	9 participants
3. Council for Excellence in Government Program	7 participants

FEORP: PARTICIPANTS IN FORMAL AGENCY CAREER DEVELOPMENT PROGRAMS

RNO AND SEX	GS 1-4		GS 5-8		GS 9-12		GS 13-15		Senior Pay	
		%	#	%	#	%	#	%	#	%
Overall Total	2	100%	92	100%	203	100%	226	100%	3	100%
Total Men	0	0	2	3%	40	20%	77	34%	0	0
Total Women	2	0	90	97%	163	80%	149	66%	3	100%
Total African Americans	0	0	50	100%	83	100%	52	100%	0	0
Black Men	0	0	2	4%	12	14%	15	29%	0	0
Black Women	0	0	48	96%	71	86%	37	71%	0	0
Total Hispanics	0	0	2	100%	3	100%	4	100%	0	0
Hispanic Men	0	0	0	0	0	0	3	75%	0	0
Hispanic Women	0	0	2	100%	3	100%	1	25%	0	0
Total Asian/Pacific Islanders	2	100%	1	100%	7	100%	4	100%	0	0
Asian/Pacific Islander Men	0	0	0	0	3	43%	0	0	0	0
Asian/Pacific Islander Women	2	100%	1	100%	4	57%	4	100%	0	0
Total Native Americans	0	0	4	100%	0	0	2	100%	0	0
Native American Men	0	0	0	0	0	0	2	100%	0	0
Native American Women	0	0	4	100%	0	0	0	0	0	0
Total White	0	0	35	100%	110	100%	164	100%	3	100%
White Men	0	0	0	0	25	23%	57	35%	0	0
White Women	0	0	35	100%	85	77%	107	65%	3	100%

FEORP: PARTICIPANTS IN FORMAL GOVERNMENT-WIDE CAREER DEVELOPMENT PROGRAMS

RNO AND SEX	GS 1-4		GS 5-8		GS 9-12		GS 13-15		Senior Pay	
		%	#	%	#	%	#	%	#	%
Overall Total	0	0	0	0	16	100%	9	100%	5	100%
Total Men	0	0	0	0	4	25%	3	34%	2	0
Total Women	0	0	0	0	12	75%	6	66%	3	100%
Total African Americans	0	0	0	0	3	100%	2	100%	1	100%
Black Men	0	0	0	0	0	0%	0	0%	1	100%
Black Women	0	0	0	0	3	100%	2	100%	0	0
Total Hispanics	0	0	0	0	3	100%	2	100%	0	0%
Hispanic Men	0	0	0	0	0	0	0	0%	0	0
Hispanic Women	0	0	0	0	3	100%	2	100%	0	0
Total Asian/Pacific Islanders	0	0	0	0	7	100%	0	100%	0	0%
Asian/Pacific Islander Men	0	0	0	0	3	43%	0	0%	0	0%
Asian/Pacific Islander Women	0	0	0	0	4	57%	0	100%	0	0%
Total Native Americans	0	0	0	0	0	0	2	100%	0	0%
Native American Men	0	0	0	0	0	0	2	100%	0	0%
Native American Women	0	0	0	0	0	0	0	0	0	0%
Total White	0	0	0	0	3	0	3	100%	4	100%
White Men	0	0	0	0	1	0	1	35%	1	0
White Women	0	0	0	0	2	0	2	65%	3	100%