

# Human Capital Management: Job Aid

## Person of Interest (POI) Types

The following table lists POI types and when to use them. A POI may have more than one POI Type. Refer to *Adding an Additional POI Type Step-by-Step Guide* for more information.

For more information about provisioning (system access), refer to the following sites:

- **UCCS:** Identity and Access (<https://www.uccs.edu/oit/services/identity-and-access>)
- **CU Boulder:** IdentiKey (<https://oit.colorado.edu/services/identity-access-management>) and Identity Manager (<https://oit.colorado.edu/services/identity-access-management/identity-manager>)
- **CU Denver | AMC:** OIT Logins and Account Access (<https://www1.ucdenver.edu/offices/office-of-information-technology/services/logins-and-account-access>)
- **System:** UIS Request Access (<https://www.cu.edu/university-information-systems/access-it-security/request-access>)

POI Type	Description	Short Desc	Suggested Use and Provisioning Information
00007	External Trainee	Ext Stud.	Persons affiliated with the university, who are not paid by the university, who need to take university offered training courses. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Boulder:</b> IdentiKey and email, includes portal access and active directory.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00010	Other	Other	All others, such as temporary agency employees who are not paid by the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Boulder:</b> IdentiKey only, includes portal access.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00012	Affiliate	Affiliate	Persons who have an affiliation with the university but are not paid by the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Boulder:</b> IdentiKey and email, includes portal access and active directory.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>

POI Type	Description	Short Desc	Suggested Use and Provisioning Information
00013	Pre-employment	Pre-Emp	Persons who are future employees of the university, who need their employee ID, parking, library privileges, etc. prior to actual start date. (Social security number required.) <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• Provisioning for all campuses.</li> </ul>
00015	Security Access	Security	Persons who need security access to a university system such as HCM, Finance (FIN), or Central Information Warehouse (CIW). <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• Provisioning for all campuses.</li> </ul>
00016	Veterans Administration	Vet Admin	Persons from the Veterans Administration who have an affiliation with the university but are not paid by the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00017	Volunteer Clinical Faculty	Vol Clin	Persons who volunteer as clinical faculty but are not paid by the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Boulder:</b> IdentiKey only, includes portal access.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00018	External Instructor	Ext Instr	External instructors who need a university ID (parking, library privileges, etc.) but are not paid by the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Boulder:</b> IdentiKey and email, includes portal access and active directory.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00020	Volunteer	Volunteer	Persons who volunteer at the university (for example, museum, hospital), but are not paid by the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Boulder:</b> IdentiKey only, includes portal access.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>

POI Type	Description	Short Desc	Suggested Use and Provisioning Information
00021	Visiting Scholar	Vstg Schol	Visiting scholars who need a university ID (parking, library privileges, etc.) but are not paid by the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Boulder:</b> IdentiKey and email, includes portal access and active directory.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00023	Affiliate – VA	Aff – VA	Persons employed by the Veterans Administration who have an affiliation with the university. Use for School of Medicine. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00024	Affiliate – NJH	Aff – NJH	Persons employed by National Jewish Hospital who have an affiliation with the university. Use for School of Medicine. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00025	Affiliate – DHHA	Aff – DHHA	Persons employed by Denver Health & Hospital Authority who have an affiliation with the university. Use for School of Medicine. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00026	Affiliate – PSL	Aff – PSL	Persons employed by Presbyterian St Luke’s Hospital who have an affiliation with the university. Use for School of Medicine. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00027	Affiliate – Kaiser	Aff – Ksr	Persons employed by Kaiser Permanente who have an affiliation with the university. Use for School of Medicine. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00028	Affiliate – Rose	Aff – Rose	Persons employed by Rose Medical Center who have an affiliation with the university. Use for School of Medicine. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00029	Student Athlete	Stdnt Athl	Student athletes for ACH payments. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>

POI Type	Description	Short Desc	Suggested Use and Provisioning Information
00031	Regent	Regent	Board of Regent members who need affiliation with the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00032	eRA Primary	eRA1	Persons from the Electronic Research Administration. See also <a href="#">POI Type 00042</a> . <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00033	Training Access	Training	Persons who need access to online training through Skillsoft. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00034	CU Careers Search Committee	CUCSC	Persons who need access to CU Careers as a search committee member who are not employed by the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00035	Former Regent	FrmrRgnt	Former Board of Regent members who need affiliation with the university. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>UCCS:</b> Provisioning by OIT.</li> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00036	Affiliate – NCAR/UCAR	Aff-NCAR	Persons employed by either National Center for Atmospheric Research (NCAR) and University Corporation for Atmospheric Research (UCAR) who have an affiliation with the university (CU Boulder). <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• No services provided.</li> </ul>
00037	Affiliate – UCHMG	Aff-UCHMG	Persons employed by UHealth Medical Group who have an affiliation with the Anschutz Medical Campus. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>
00042	eRA Secondary	eRA2	Persons from the Electronic Research Administration who already have a <a href="#">POI Type 00032</a> at another campus. <b>Provisioning:</b> <ul style="list-style-type: none"> <li>• <b>CU Denver   AMC:</b> Last five digits of SSN are required for automatic provisioning.</li> </ul>