

	<b>Personal Services Agreements Waivers: Appendix A3</b>	<b>Responsible Administrative Units:</b> Human Resources
	<b>Issued: May 31, 2006</b>  <b>Revised:</b>	<b>Contacts:</b> Director of Human Resources, Christine Homer (chomer@mines.edu)

### **A3 - Purchased Services**

Purchased services are those that *directly benefit* individuals or groups of individuals in the public at large.

#### **Type of Service**

1. Medical Services: To meet the varied medical needs of our students, CSM contracts with medical providers and medical testing providers to render specialized services that we are unable to perform with our equipment or by our staff, as needed.
2. Third Party Health Plan Administrator: CSM contracts with a third party health plan administrator for student health insurance claims; CSM does not have staff qualified to perform these specialized services.
3. Official, Referee, School Event Worker: CSM has need for officials, referees and workers at school events; the University does not have staff qualified to perform these specialized services. Officials and referees are required to be impartial and must meet NCAA standards.
4. Performers: Performers include bands, theater performances, dance groups that are unique in nature and that CSM does not have staffing to provide.
5. Guest Lecturer/Instructors and Special Programs and Continuing Education: Individuals are needed for the delivery of educational programs offered to the campus community, both at CSM and as well as at remote locations. These positions would be exempt from the state personnel system if hired as employees on a regular basis.
6. Sign Language Services: The School requires translation of certain courses into sign language to meet that Americans with Disabilities act when hearing impaired students are registered. The School does not have staff qualified to perform these specialized services.

**The statutory citation approvable basis for this type of service can include one or more of the following:**

**Section 24-50-504 (1)** – The contract is for personal services for functions that are normally performed by persons exempt from civil service by section 13 of article XII of the state constitution or by statues enacted pursuant thereto.

**Section 24-50-504(3)** – The contract is for purchased services. (The acquisition of services which directly benefit specific groups or individuals in the public at large.)