

## Common Acronyms and Terms



### A

**ACCES-VR** – Adult Career & Continuing Education Services – Vocational Rehabilitation – Assists individuals with disabilities to achieve and maintain employment and to support independent living.

**ADA**- Americans with Disabilities Act

**ADL** – Activities of Daily Living

**AMAP**- Approved Medication Administration Personnel

**AT**- Assistive Technology

### B

**BIP** – Behavioral Intervention Plan

**BOCES**- Board of Cooperative Educational Services

**BOE**- Board of Education

**BSP**- Behavioral Support Plan

### C

**CAB** – Consumer Advisory Board – (for Willowbrook class)

**Care Coordination** – Oversight of services combining developmental disability services and supports with health, behavioral health and wellness services.

**Care Manager (CM)** – A person who coordinates and arranges for the provision of needed services in accordance with goals contained in an individual's Life Plan.

**CAS** – Coordinated Assessment System – An assessment tool specifically tailored to capture the unique health and support needs of individuals with I/DD in New York State.

**CBVI**- Commission for the Blind and Visually Impaired



**CCO** – Care Coordination Organization

**CCS** – Care Connection Specialist – Specific to LIFEPlan CCO – Cover enrollment activities and referrals in all 38 counties.

**CH**- Community Habilitation

**CI**- Community Inclusion

**CMS**- Center for Medicare and Medicaid Services

**Circle of Support**- Often used interchangeably with Interdisciplinary Team (IDT) – a group of people decided by the member who help support them in their decision making related to their services. This includes the Care Manager, Service Providers and Natural Supports.

**CPS**- Child Protective Services

**CSE**- Committee on Special Education

**CQL**- Council on Quality and Leadership

## **D**

**DC**- Developmental Center

**DD**- Developmental Disability or Dual Diagnosed

**DDP-2** – Developmental Disability Profile – a questionnaire used to provide an accurate and thorough description of the skills and challenges of a person with developmental disabilities that are related to their service needs.

**DDRO** – Development Disabilities Regional Office (The Office of People With Developmental Disabilities is divided among 5 regions, which cover New York State. Families will interact with the DDRO that oversees the county they reside in.

**DDSO**- Developmental Disabilities Service Office

**DME** – Durable Medical Equipment

**DNR**- Do Not Resuscitate

**DOH** – Department of Health

**DSM IV-** Diagnostic and Statistical Manual of Mental Disorders- 4<sup>th</sup> Edition

**DSP-** Direct Support Professional

**DSS-** Department of Social Services

**LDSS:** Local Department of Social Services

**SDSS:** State Department of Social Services

## E

**EI -** Early Intervention

**ER-** Emergency Room

**EMOD –** Environmental Modification

## F

**FBA-** Functional Behavioral Assessment

**FC-** Family Care

**Front Door –** First point of contact containing OPWDD eligibility and services.

**FET-** Family Education and Training

**FI-** Fiscal Intermediary

**FSS –** Family Support Services

## H

**HCBS Waiver –** Home and Community Based Services – Provide opportunities for individuals to receive services in their own home or community rather than institutions or other isolated settings.

**HEAP –** Home Energy Assistance Program

**HIPAA –** Health Insurance Portability and Accountability Act – Protects a person’s privacy relating to their health.

**HIT –** Health Information Technology

**HUD-** Housing and Urban Development

**I**

**I AM** – I AM Assessment

**ID**- Intellectual Disability

**IDT**- Interdisciplinary team – often used interchangeably with Circle of Support/Care Planning team – Team of individuals who participate in the person-centered planning process and the development of an individual’s Life Plan. The team must be comprised of the individual and/or family, Care Manager, primary providers of developmental disability services and other providers either as requested by the individual and their family member/representative

**IEP**- Individualized Education Program

**IPOP**-Individualized Plan of Protective Oversight

**IRA** - Individualized Residential Alternative

**IRMA**- Incident Report Management Application

**ISS** – Individual Supports and Services

**ISP** – Individualized Service Plan, which has been replaced with a “Life Plan”

**J**

**Justice Center**- New York State Justice Center for the Protection of People with Special Needs

**L**

**LCED** – Level of Care Eligibility Determination – document required to maintain eligibility of services

**LD**- Learning Disability

**LRE**- Least Restrictive Environment

**Life Plan** – Prescription of services that explain the individuals’ wants, needs, goals and services. (formally known as ISP)

## M

**MA-** Medicaid – a joint Federal and state program that helps with medical costs for some people with low income concerns and limited resources and/or high cost medical conditions.

**MCO-** Managed Care Organization – Health Care delivery system organized to manage cost, utilization, and quality

**MediSked-** the electronic Health Information Technology software

**MH-** Mental Health

**MHL-** Mental Hygiene Law

**MHLS-** Mental Hygiene Legal Services

**MLTC-** Managed Long-Term Care

**MOU-** Memorandum of Understanding

## N

**NOD** – Notice of Decision – a letter to the member from OPWDD that notifies them that their enrollment into services is processed.

**NP-** Nurse Practitioner

**NYSED-** New York State Education Department

## O

**OASAS-** Office of Alcoholism and Substance Abuse Services

**OCFS-** Office of Children and Family Services

**OCR-** Office of Civil Rights

**OIG-** Office of Inspector General (federal)

**OMH-** Office of Mental Health

**OMIG-** New York State Office of the Medicaid Inspector General

**OTPS-** Other Than Personal Services (Self Direction)

**OPWDD** – Office for People With Developmental Disabilities

**OT**- Occupational Therapy

**OTDA**- New York State Office of Temporary and Disability Assistance

**P**

**PA**- Physician's Assistant

**PCP** – Person Centered Planning

**PCP**- Primary Care Physician

**PHI**- Protected Health Information

**POMS** – Personal Outcome Measures

**PT**- Physical Therapy

**Q**

**QA**- Quality Assurance

**QI**- Quality Improvement

**QIDP**- Qualified Intellectual and Developmental Disabilities Professional

**QIP**- Quality Improvement Plan

**R**

**RHIO** – Regional Health Information Organization – a group of organizations within a specific area that share healthcare-related information electronically according to accepted healthcare information technology (HIT) standards.

**RSA** – Request for Service Access – A form used by Care Managers to request services for a member new to HCBS Waiver services

**RSFO**- Revenue Support Field Office

**RVP**- Regional Vice President – LIFEPlan CCO has a Vice President of Care Management for Each of LIFEPlan CCO's six regions, who oversees the Care Manager Directors, Associate Directors and Supervisors in the region.

## S

**SARF** – Service Amendment Request Form – A form used by Care Managers to submit to OPWDD to request add additional waiver services for a member, increase the service amount or indicate a change in provider of a waiver service.

**SD**– Self-Direction

**SEMP**- Supportive Employment Medicaid Program

**SNAP** – Supplemental Nutrition Assistance Program

**SSA**- Social Security Administration

**SSI** – Supplemental Security Income

**SSDI** – Social Security Disability Income

**Staff Action Plan (SAP)** – detailed plan completed by habilitation service providers (Residential, Day Hab., Community Hab., Pathway to Employment, Prevocational Services and Supported Employment (SEMP)) to help the member reach habilitation goals/valued outcomes through habilitation provider assigned goals identified in the member’s Life Plan.

## I

**TABS** – Tracking and Billing Services – A TABS number is a unique identification number assigned to a member by OPWDD.

**TRAID**- Technology- Related Assistance for Individuals with Disabilities

## W

**WIC**- Women, Infants, Children