



Commonly Used Abbreviations & Acronyms

Americans with Disabilities Act (ADA) of 1990	This comprehensive federal civil rights law makes it unlawful to discriminate in private sector employment against a qualified individual with a disability. The ADA also outlaws discrimination against individuals with disabilities in state and local government services, employment, public accommodations, transportation, and telecommunication.
ABA	Applied Behavior Analysis. Often used interchangeably with behavior modification.
AAR	Access A Ride – A pre-scheduled transportation service in the Metro area provided by RTD. Offers door-to-door transportation for adults with IDD with scheduled window for pickup and drop off.
Accessibility	Modification of buildings, curbs, and other physical structures to allow easy movement and admittance by a person with a disability. Modifications might include ramps, use of Braille and sound adaptations.
ADL	Activities of Daily Living such as bathing, toileting, dressing, eating, etc.
Advance Directive	A document that tells your doctor what kind of care you would like to have in case you become unable to make your own decisions about medical treatment and the provision of health care, when and if you become incapacitated (for example, if you are in a coma).
Advocacy	Parents (or families), organizations or volunteers working on behalf of the rights and interests of people with disabilities.
Ambulation	Rolling, crawling, walking, running.
Arc	An agency which collaboratively provides leadership in addressing the choices and needs of individuals with developmental disabilities and their families. Supporting persons with developmental disabilities (count based).
Assistive Technology	Devices used by people with disabilities to compensate for functional limitations and to enhance and increase learning, independence, mobility, communication, environmental control and choice.
Authorized Representative	An individual designated by the person receiving services (or by the parent or guardian of the person receiving services) to assist the person receiving services in acquiring or using services or supports.
BCBA	Board Certified Behavior Analyst. A BCBA holds a master’s degree or Ph.D. and has passed a national certification exam, among other requirements.
Behavior	Any observable, measurable response or action.
CCB - Community Centered Board	Community Centered Board. A nonprofit organization created by the Colorado legislature to determine eligibility of individuals with developmental disabilities and develop a plan for services and supports.
CCR	Code of Colorado Regulations.
CDHCPF	Colorado Department of Health Care Policy and Financing.
CDPHE	Colorado Department of Public Health and Environment.
CIE	Community Integrated Employment.

CLR	Comprehensive Life Review.
CM	Case Manager. (Same as Resource Coordinator or RC)
Colorado Division of Vocational Rehabilitation Services	A state agency that provides services to eligible individuals with disabilities, such services resulting in an employment outcome. Some services offered by the Division are dependent on financial eligibility.
Communication Board	Supportive communication devices featuring pictures, symbols or words and may be electronically operated.
Comprehensive Services (COMP)	Comprehensive Services provides 24-hour residential care, employment and other day-type services and transportation. Comprehensive Services is an all-inclusive program that is designed to ensure that all identified needs in a person's Service (Individualized) Plan (SP) are met.
CPR Directive	Cardio Pulmonary Resuscitation (CPR) Directive (also known as a Do Not Resuscitate (DNR Order) allows an individual, agent, guardian, or proxy to refuse resuscitation in the event of cardiac arrest or respiratory arrest.
CRS 27-10.5, as amended	Colorado Revised Statutes. Authorizes services for persons with developmental disabilities.
Cues or Prompts	Forms of assistance to a person that helps teach a behavior and indicates what to do to earn a reinforcer. Cues come in physical, visual and verbal forms. Physical assistance refers to physical cues.
DIDD	Division for Intellectual and Developmental Disabilities. DIDD is the division within the Department of Human Services, Office of Health and Rehabilitation Services, responsible for the administration of state sponsored services and funding for developmental disabilities for the State of Colorado. This agency oversees services to Community Centered Boards.
DDRC	Developmental Disabilities Resource Center. DDRC is the Community Centered Board for Jefferson, Clear Creek, Gilpin, and Summit counties.
Developmental Disability	A disability that occurs before the person reaches 22 years of age, substantially impacts the person's daily life, is caused by an intellectual disability or related conditions (example: cerebral palsy, autism, epilepsy, Down syndrome, or other neurological conditions) and significantly impairs the person's general intellectual and /or adaptive functioning.
DHS	Department of Human Services. Formerly referred to as the Department of Social Services.
Direct Support	Hands on support or ability to immediately provide hands on support (if in reference to supervision).
DP	Developmental Pathways DP is the Community Centered Board for Arapahoe and Douglas Counties.
DPOA	Durable Power of Attorney.
DSP	Direct Service Professional. Used interchangeably with Caregiver, Provider and SSSC.
DVR	Division of Vocational Rehabilitation.
Emergency Control Procedure	An unanticipated use of a restrictive procedure in order to keep the person receiving services and others safe. CDHS/DDD Regs. 1.2.11
Expressive Language	Language which people use to make their thoughts and ideas known to others. It may include written, verbal, gestures, sign language, use of a communication board and other forms of expression.
Gait	Walking.

Gastrostomy Tube (G-tube)	A tube which has been surgically inserted into the stomach through the abdominal wall, or a tube which has been inserted through the nasal passage into the stomach, or both. Used to feed the person.
Guardian	A person appointed by the court to be a substitute decision-maker for persons receiving services deemed to be incompetent of making informed decisions for themselves. The powers of a guardian are determined by a judge and may be limited to certain aspects of the person's life.
Habilitation	The process by which a person with developmental disabilities is assisted in acquiring and maintaining life skills to cope more effectively with personal and developmental demands, and to increase the level of physical, mental, vocational and social ability through services.
HCBS	Home and Community Based Services waiver. This is a waiver program to provide Medicaid benefits in the home or community to disabled children who would otherwise be ineligible for Medicaid due to excess parental income and/or resources. Children must be at risk of nursing facility or hospital placement. Serves age birth through 17.
HIPAA	The Health Insurance Portability And Accountability Act of 1996 (August 21), Public Law 104-191, which amended the Internal Revenue Service Code of 1986. Also known as the Kennedy-Kassebaum Act, the Act includes a section, Title II, entitled Administrative Simplification, requiring: 1. Improved efficiency in healthcare delivery by standardizing electronic data interchange, and 2. Protection of confidentiality and security of health data through setting and enforcing standards.
Host Home	Non-licensed private residential setting that provides residential supports to no more than two persons in the HCB-DD waiver. The host home must be the primary residence of the provider.
Host Home Provider (HHP)	An individual or individuals who provide supports in his or her home to one or two persons receiving services who are not related to the provider. CDHS/DDD Regs. 1.2.41
Human Rights Committee (HRC)	A third-party mechanism to safeguard the legal rights of persons receiving services by participating in the granting of informed consent, monitoring the suspension of rights of persons receiving services, monitoring behavior development programs in which persons with developmental disabilities are involved, monitoring the use of psychotropic medication by persons with developmental disabilities, and at the committee's option, either providing or ensuring the investigation of allegations of abuse or neglect of persons with developmental disabilities who are receiving services or supports under this article. CRS 27-10.5-102
I/DD	Intellectual and Developmental Disabilities.
IM	A concept created by Steve Tonkin that is implemented at SSSC. Intrinsic Motivation is a mix of seven inner drivers that reside at the core of our individual humanness, underlying how we naturally work, communicate, collaborate, and value each other.
Individual Service and Support Plan (ISSP)	A written plan designed by a service agency to identify specific program objectives and how progress will be measured. It becomes a supplement to the I-Plan.
Individualized Plan (IP)	A written plan designed to identify the total needs of a person receiving services and the services required to meet those needs. Also referred to as the Service Plan.
Integration	Participation in the mainstream of community life. Participation means the person with disabilities maintains social relationships with family, peers and nondisabled people in the community. They may work and live alongside people without disabilities.
Intellectual Disability	The term used to describe a significant impairment of intellectual functioning and adaptive behavior limitations identified prior to age 18.
Job Coach	A person who assists people in integrated employment situations.

Leisure	Time when a person is free from work and duties.
Lexi & Carly & Friends	Sister non-profit to SSSC that raises funds and provides scholarships to participants who do not have government funding available, or require additional funding (not available through the services waiver) to have opportunity and resources to reach their full potential.
Line of Sight	Level of supervision requiring paid SSSC to have eyes on an individual in all or specified settings. Based on needs or safety precaution.
LTC	Long Term Care.
MANE	Mistreatment, Abuse, Neglect and Exploitation
Medicaid	A funding source authorized under Title XIX of the Social Security Act that provides health care assistance to qualified individuals. The program is funded by both federal and state money, but is administered by the state.
Medicare	A federal health insurance program run by the Health Care Financing Administration that includes both hospital and medical insurance.
Mobility	Capability of moving.
Modeling	Imitating or repeating a sound or action.
Natural Supports	Supports and resources provided in the community by family, friends, neighbor, and others who are not paid to provide such supports.
Occupational Therapist (OT)	Therapist who uses purposeful activities to improve movement and coordination, visual perceptual skills, self-help skills, and reading skills. An OT is also trained to adapt equipment.
PAR	Prior Authorization Review. Process whereby requested services and levels of support are authorized by the state prior to access. PAR shows what services are authorized for persons enrolled in Medicaid funded waiver programs.
PASA	Program Approved Service Agency. SSSC is a PASA.
PCA	Personal Care Alternative. A residential program up to three people, designed to meet the unique needs of the individuals.
PCP	Primary Care Physician.
Peer Group	The group of intellectual, social and/or educational equals with which an individual associates.
Perception	The process by which sensory information is interpreted which gives experience or a given sensation meaning.
Perseveration	A behavior that continues even after the need for it no longer exists and is not appropriate. For example, I go, go, go, go, go”
Person Centered Planning	Designing services and supports specifically around the individual needs and requests and based on what the individual already has in place that is working.
Physical Therapist (PT)	Therapist who works with an individual, generally through exercise, to improve movement patterns.
PN	Personal Needs. Portion of an Individuals income or Social Security that is allocated for things like clothing, outings, events, etc.
Positive	The immediate presentation of something rewarding following a behavior which increases that behavior,

Reinforcement	typically hugs, praise, food, special activities and prizes.
Power of Attorney: Health Care	Legal document used to appoint someone to make health care decisions for a person who is not able to do so.
Prevocational Services	Prepares a participant for paid community employment. Includes teaching such concepts as attendance, task completion, problem solving and safety needed to obtain employment. The goal of this service is to help the participant obtain paid community employment within five years.
Psychotropic Meds	Drugs which affect mental activity, behavior or perception. Psychotropic drugs include tranquilizers, sedatives, and anti-depressants.
Quality of Life	The assessment of an individual's meaningful relationships and activities from the individual's point of view.
Receptive Language	A person's understanding of the language of others.
Representative Payee	A person or organization that is authorized to cash and manage public assistance checks (Social Security, Supplemental Security Income) for a person deemed incapable of doing so.
Resource Coordination	Services provided by resource coordinators of Community Centered Boards to assist in developmental disability determination, Service Plan development, the coordination of services and evaluation of services with maximum participation by the individual and his or her family, guardian or authorized representative. Often referred to as Resource Coordination or Service Coordination or Case Management.
ROI	Release of Information.
RMHS	Rocky Mountain Human Services, RHMS is the Community Centered Board for Denver County.
Safety Control Procedure	A written, planned restrictive procedure regarding when and how SSSC would physically intervene to keep an individual and/or others around the individual safe. CDHS/DDD 1.2.37
Seizure	Unusual muscular or behavioral activity caused by abnormal brain impulses without purpose.
Self-determination	Activities which promote or allow for consumer choice and the ability of a consumer or family to use principles of freedom, authority, support and responsibility.
Sensory	Information obtained from touch, pressure, pain, temperature, sight, smell, taste and movement.
Service Agency	Also referred to as Program Approved Service Agency (PASA) and Service Provider Organization (SPO).
Service and Support	One or more of the following: education, training, independent or supported living assistance, therapies, identification of natural supports and other activities.
Service Plan	A written plan designed to identify the total needs of a person receiving services and the services required to meet those needs. Also referred to as the Individualized Plan (IP).
SIS	Supports Intensity Scale. A psychometric tool created by AAIDD to evaluate practical support requirements of a person with an intellectual disability through a positive and thorough interview process. Determines an individual's funding level.
SLS	Supported Living Services. Provides services and supports tailored to the needs of the individual living in his or her own home or family home.
Socialization	The process whereby an individual acquires the knowledge, values, facility with language, social skills and social sensitivity that enables him or her to become integrated into and behave adaptively within a society.
Special Needs (or Third Party) Trust	An individual, discretionary trust prepared for a person who has a disability. This is intended to supplement, not replace government benefits. A trustee must administer the funds; the person with a disability cannot

	have direct access to the funds. The trust should be irrevocable (cannot be changed) and be written by a lawyer specially trained in elder or Medicaid law.
Speech and Language Pathologist or Speech Therapist	An individual with a Master’s Degree and certificate in speech and language pathology. Speech and language pathologists are qualified to diagnose speech, language, voice and fluency (stuttering) disorders and to plan and implement therapy programs.
SSSC Communities	Sister non-profit to SSSC with a mission of creating affordable homes in an intentional and integrated community for adults with and without developmental disabilities.
SSDI	Social Security Disability Income. Federal benefit program sponsored by the Social Security Administration. Primary factor: disability and/or benefits received from deceased or disabled parent, benefit depends upon money contributed to the Social Security program either by the individual involved and/or the parent involved.
SSI	Supplemental Security Income. Federal financial benefit program sponsored by the Social Security Administration.
SSSC/SS	Church, SSSC. Brainchild of The Pastor and beloved IDD community in Littleton, CO. Highly Acclaimed PASA. The BEST service agency in Colorado – Okay, we may be a little bias on that last one.
Tactile	Refers to the sense of touch. Consists of: a) a system of protection, like fight or flight response; b) a system of discrimination by which an individual correctly identifies and distinguishes touch sensations. Tactile Defensiveness Reacting negatively to being touched.
Tardive Dyskinesia (TD)	Condition of automatic stereotypical movements that occur as an undesired effect of therapy with certain psychoactive drugs.
Target Behavior	Behavior targeted for increase or decrease as part of a behavioral program.
Transition Services (JTS)	A coordinated set of activities for a student, designed within an outcome-oriented process, which promotes movement from school to post-school. Many individual at SSSC were involved in JTS Jeff co. Transition Services prior to receiving adult services.
Vocational Assessment	Identifies the individual's strengths, skills, interests, abilities and rehabilitation needs. Accomplished through on-site situational assessments at local businesses and in community settings.
Vocational Rehabilitation	Preparing any person with a disability for useful and purposeful employment through on-the-job training and use of rehabilitative equipment.
Waiver	This term used in a disability context usually refers to the federal government’s Medicaid program.