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**DEFINITIONS AND ACRONYMS**

**Abuse** – the inappropriate use of public funds by either a provider or recipient.

**AOTA** - American Occupational Therapy Association, Inc.

**ASHA** - American Speech-Language-Hearing Association.

**Assessment** - the collection and synthesis of information and activities to determine the state of a child's health and/or the developmental status of the child's cognitive, social, emotional, and physical development.

**Assistive Technology Device** - any item, piece of equipment, or product system used to increase, maintain, or improve the functional capabilities of a child with a disability. This does not include convenience items but covers medically necessary assistance achieved through the use of assistive technology. The term does not include a medical device that is surgically implanted, or the replacement of such device.

**At Risk** - an individual under 3 years of age who is more likely to experience a substantial development delay if early intervention services were not provided to the individual.

**Audiology Services** – diagnostic, screening, preventive, or corrective services for the identification of children with auditory impairment using at-risk criteria and appropriate screening techniques.

**Bureau of Health Services Financing (BHSF)** – the Bureau within the Louisiana Department of Health responsible for the administration of the Louisiana Medicaid Program.

**Case Management/Support Coordination** - services provided to an eligible recipient to assist and enable the recipient and the recipient's family to gain access to, and to coordinate the provision of, the full range of needed Early Intervention services, including medical, social, educational, and other support services. In EarlySteps this service is referred to as family service coordination or FSC.

**Centers for Medicare and Medicaid Services (CMS)** – the federal agency charged with overseeing and approving Louisiana's implementation and administration of the Medicaid program.

**CMS 1500** - the universal claim form used to bill Medicaid services.

**Cost Avoidance** - term referring to avoiding the payment of Medicaid claims when other insurance resources are available to the Medicaid recipient.

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COTA - Certified Occupational Therapy Assistant

**Developmental Disability (DD)** - a severe, chronic disability of a person attributed to a mental and/or physical impairment, not attributed solely to mental illness, that is manifested before the person reaches age 22, is likely to continue indefinitely, and results in substantial functional limitation in three or more of areas of major life activities. Developmental disability includes a substantial developmental delay or specific congenital or acquired condition in a person from birth through age nine which, without services and support, has a high probability of resulting in such a severe, chronic disability of a person. In the EarlySteps program, eligibility for children is determined by delays in a child's development.

**Diagnosis** - the determination and identification of the nature and cause of the condition requiring attention by examination of the symptoms.

**Diagnostic services** - any medical procedure recommended by a physician or other licensed practitioner to identify the existence, nature, or extent of illness, injury, or other health deviation in a recipient.

**Early Intervention Services** – developmental services provided to children under three years of age who are experiencing developmental delays or have diagnosed physical or mental conditions that have a high probability of resulting in developmental delay. The services are designed to meet the developmental needs of each child and are provided under public supervision by qualified personnel in conformity with an individualized family services plan. In Louisiana, these services are provided through the EarlySteps program with the Louisiana Department of Health.

**Early and Periodic Screening, Diagnosis and Treatment (EPSDT)** - federally mandated screening and diagnostic services to determine physical or mental defects for Medicaid eligible children under age 21; and the health care, treatment, and other measures to correct or ameliorate any defects and chronic conditions so discovered.

**EarlySteps (Infants and Toddlers with Disabilities)** – the program in Louisiana under IDEA, Part C to deliver Early Intervention services to individuals under three years of age who need Early Intervention services because they are experiencing developmental delays or have a diagnosed physical or mental condition that has a high probability of resulting in developmental delay.

**Evaluation** - the process of collecting and interpreting data obtained through observation, interview, record review, or testing. Children in EarlySteps participate in an evaluation as part of the process to determine eligibility.

EMC - Electronic Media Claim.

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**Family Service Coordination (FSC)** - case management services that assist with gaining access to needed medical, social, educational, and other services identified by the IFSP of an eligible recipient that promotes and supports a family's capacities and competencies to identify, obtain, coordinate, monitor, and evaluate resources and services to meet needs. This service is provided through an enrolled agency and may also be called support coordination.

**Federal Poverty Level** - a measure used by the federal government to denote a survival level of family income. It varies by family size. The figures are revised annually. The poverty income guidelines are used for administrative purposes as a set standard to determine eligibility for public assistance.

**Fiscal Intermediary** - the private fiscal agent with which LDH contracts to operate the Medicaid Management Information System. It processes the Title XIX (Medicaid) claims for services provided under the Medical Assistance Program and issues appropriate payment(s). Claims for EarlySteps services for Medicaid-eligible children are processed and paid through the fiscal intermediary.

**Fraud** - a matter of state law. The definition that governs acts of fraud between citizens and state agencies is found in Louisiana R.S. 14:67, Louisiana R.S. 14:70.01, and Louisiana R.S. 14:70.09. For further explanation, see Chapter 1 of the Medicaid Manual for further information.

**ICN** - Internal Claim Number.

**Individual Education Program (IEP)** - Program that meets all the requirements of IDEA and Louisiana Department of Education Bulletin 1706 that includes all special education and related services necessary to accomplish comparability of educational opportunity for children who are eligible for special education. IEPs are used for children ages 3 to 22.

**Individualized Family Service Plan (IFSP)** - a written plan meeting the requirements of Louisiana R.S. 28:465 and developed jointly by the family and service providers which identifies the necessary Early Intervention services to enhance the development of the child eligible under IDEA Part C as well as the family's capacity to meet the needs of their childare through the EarlySteps program.

**Individuals with Disabilities Education Act (IDEA)** - the Federal law that provides for services for children with disabilities. IDEA, Part B addresses services provided through LEAs, originally known as the Education of the Handicapped Act. Part C addresses services provided through EarlySteps.

**Local Education Agency (LEA)** - the public board of education or other public authority legally constituted within Louisiana for administrative control or direction of public elementary schools

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or secondary schools in a city, parish, school district, or other political subdivision of Louisiana.

Louisiana Department of Health (LDH) – the state agency responsible for administering the Medicaid program and other health-related services including public health, behavioral health and developmental disabilities, including the EarlySteps program, in Louisiana.

Major Life Activities – daily living activities that include self-care, receptive and expressive language, learning, mobility, self-direction, capacity for individual living, and economic self-sufficiency.

Medicaid - a federal-state Medical Assistance entitlement program provided under an approved State Plan authorized under Title XIX of the Social Security Act.

Medicaid Agency - the single state agency responsible for the administration of the Medical Assistance Program (Title XIX). In Louisiana, the Bureau of Health Services Financing within the Louisiana Department of Health is the single state Medicaid agency. It is sometimes referred to as the Louisiana Medicaid Program.

Medicaid Management Information System (MMIS) - the computerized claims processing and information retrieval system for Louisiana Medicaid Program. This system is an organized method for payment for claims for all Medicaid covered services. It includes all Medicaid providers and eligible recipients.

OBRA '89 - Omnibus Budget Reconciliation Act of 1989 (Public Law 101-239) that expanded Medicaid eligibility and EPSDT services.

Occupational Therapy (OT) Services - services to improve or restore a function that has been impaired by illness or injury, or when the function has been permanently lost or reduced by illness or injury, to improve the ability to perform those tasks required for independent functioning.

OTA - Occupational Therapy Assistant.

OTR - Registered Occupational Therapist.

Pay and Chase - method of payment where Medicaid will pay the charges for services for a single recipient from a single provider and then seek reimbursement from liable health insurance company(s) and other liable third parties.

PCA - Personal Care Attendant.

PCCM - Primary Care Case Management.- Case management related services that include

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location, coordination, and monitoring of primary health care services; and are provided under a contract between the State and either a PCCM who is a physician or may, at State option, be a physician assistant, nurse practitioner, or certified nurse-midwife and/or a physician group practice, or an entity that employs or arranges with physicians to furnish the services.

**Physical Therapy (PT) Services** – rehabilitative services necessary for the treatment of illness or injury or for the restoration and maintenance of function affected by illness or injury.

**Preventive Services** - services provided by a physician or other licensed practitioner to prevent disease, disability, or other health conditions or their progression and to prolong life. These services include screening and immunizations.

**Primary Care Physician (PCP)** - the physician that serves as the recipient's family doctor, providing basic primary care, referral, and after-hours coverage.

**Prior Authorization (PA)** - a request for approval for payment of a medically necessary service that must be made by the provider before rendering the service.

**Provider** - any individual or entity enrolled in Medicaid under an agreement with the Medicaid agency who performs and/or delivers medically necessary health care services and/or supplies for eligible Medicaid recipients.

**Psychological Services** – obtaining, integrating, and interpreting information about child behavior- and child and family conditions related to learning, mental health, and development and planning, and managing a program of psychological counseling or therapy for children and family based on the results of that information.

**Recipient** - a Medicaid eligible individual.

**Related Services** - such developmental, corrective, and other supportive services provided in the education system based on the student's needs as are required to assist a child with a disability to benefit from the education program. These services include, but are not limited to, applied behavior analysis, interpreter services, orientation and mobility training, audiological services, health services, speech language therapy, counseling, occupational therapy, and physical therapy. Medicaid reimburses for applied behavior analysis, speech language therapy, occupational therapy, physical therapy, audiology, and psychology services through the EPSDT Health Services Program.

**Remittance Advice (RA)** – a control document that informs the provider of the current status of submitted claims.

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**REOMB** - Recipient's Explanation of Medical Benefits.

**Screening Services** - the use of standardized tests given through an individual or mass examination of a designated population to detect the existence of one or more particular diseases, health deviations, or developmental delays, or to identify individuals suspected of having certain diseases for more definitive studies.

**Speech/Language Pathology** – the assessment and treatment of communicative or oropharyngeal disorders and delays in development of communication skills, including the diagnosis and appraisal of specific disorders and delays in those skills.

**Speech Therapy** - services necessary for the diagnosis and treatment of communicative or oropharyngeal disorders and delays in development of communication skills, including diagnosis and appraisal of specific disorders and delays in those skills.

**State Plan** - documents submitted by Louisiana setting forth how it will use federal funds and conform to federal regulations of the Medical Assistance program. The plan must be approved by CMS.

**SURS** - Surveillance Utilization Review System procedures and regulations under LAC 50:I.Chapter 41.

**Title XIX** - see Medicaid.

**TPL** - Third-Party Liability procedures and regulations under LAC 50:I.Chapter 83.

**Treatment** - the provision of medically necessary services to control, treat, correct, or ameliorate a diagnosed physical or mental condition.