**Acronyms**

AA Affirmative Action

ACP Adult Community Placement

ADA American Disability Act

AFC Adult Foster Care

AFCARS Adoption and Foster Care Analysis and Reporting System

AFC Adult and Family Services

AFSCME American Federation of State, County and Municipal Employees

AG Attorney General

AH Administrative Hearings ‐or‐ Administrative Handbook

AHH Adult Home Help

AILS Adult Independent Living Services

AL Annual Leave

ALJ Administrative Law Judge

AMP Adult Medical Program (used to be SMP) AP Assistance Payments

APD Advanced Planning Document

APS Adult Protective Services

APHSA American Public Human Services Association

ARS Automated Recoupment System

ASCAP Adult Services Comprehensive Assessment Program

ASP Administrative Services Program

ASSIST Automated Social Services Information and Support System

BAFM Budget, Analysis and Financial Management

BAH Bureau of Administrative Hearings

BAS Basic Adult Services

BASW Black Association of Social Workers BCBSM Blue Cross/Blue Shield of Michigan BC&JOS Building Check and Job Order Sheet BEP Business Enterprise Program

BG System (former foster care payment system)

BJJ Bureau of Juvenile Justice BLA Bureau of Legal Affairs BOA Bureau of Accounting

BSW Bachelor of Social Work (degree)

BCA&EO Bureau of Community Action & Economic Opportunity

BuIS Bureau of Information Systems

C3Team Communicating Challenges and Change Team

CAA Community Action Agency

CAN Children's Action Network

CAP Community Action Program ‐or‐ Corrective Action Plan — or ‐ Cost Allocation Plan

CAR Case Assessment Review

CCC Comprehensive Community Care CCDBG Child Care Development Block Grant CCF Child Care Fund

CCPIS Child Care Placement Information System

CDC Child Day Care – or – Child Development and Care

CDHRC County Director's Human Resource Committee

CDI Children's Disability Initiative CDR Continuing Disability Review CE Consultative Examination

CETA Comprehensive Employment and Training Act CFCIP Chafee Foster Care Independent Living Program CFDA Code of Federal Domestic Assistance

CFO Chief Financial Officer

CFR Code of Federal Regulations

CFS Child & Family Services, Bureau of

CFSR Child & Family Services Review

CIL Center for Independent Living

CI MS Customer Information Management System

CIO Chief Information Officer CIS Client Information System CJO County Juvenile Officer CM Case Manager

CMH Community Mental Health

CO Central Office

COA Central Office Automation

COBRA Consolidated Omnibus Budget Reconciliation Act

CMO Care Management Organization

CPCP Child Protection: Working together as Community Partners

CPS Children's Protective Services

CRIPA Civil Rights of Institutionalized Persons Act

CRMC County Resource Management Committee

CSA Children Services Administration – or ‐ Central Service Area

CSAS Center for Substance Abuse Services

CSBG Community Services Block Grant

CSE Child Support Enforcement

CSES Child Support Enforcement System

CSMIS Children's Service Management Information System

CSPP Child Safety & Permanency Plan

CSS&M Contractual Services, Supplies, and Materials

CTF Children's Trust Fund

CTW Community Treatment Worker

CW Case Worker

CWCMS Child Welfare Case Management System

CWEP Community Work Experience Program

CWFIS Child Welfare Financial Information System (current foster care payment system) CWS Child Welfare Specialty Degree

CWSS Child Welfare Services: State Grants

DA Departmental Analyst – or – District Analyst – or – District Attorney

DA&A Drug Abuse and Alcoholism

DBA Doing Business As

DC Day Care ‐or‐ Claim Symbol for Disabled Children (Title XVI) DCDC Detailed Case Data Component

DCDS Data Collection and Distribution System

DCIS Department of Consumer and Industry Services

DCH Department of Community Health DDS Disability Determination Service DE Disability Examiner

DEL Delinquency

DEQ Department of Environmental Quality

DHO Disability Hearing Officer

DHS Department of Human Services

DIB Claim Symbol for Disability Insurance Benefits (Title II) DIT Department of Information Technology

DLEG Department of Labor and Economic Growth

DMB Department of Management and Budget

DO District Office

DOC Department of Corrections

DOE Department of Education or U.S. Department of Energy

DOT Department of Transportation

DSA Detroit Service Area

DSW Delinquency Services Worker

DV/CPS Domestic Violence/Children's Protective Services

DV/FF Domestic Violence/Families First

DVPTB Domestic Violence Prevention and Treatment Board

EAP Electric Assistance Program EBT Electronic Benefits Transfer EC Executive Council

ECAP Executive Correction Action Panel

ECIC Early Childhood Investment Corporation

EEI Employment Engagement Initiative

EFT Electronic Funds Transfer

EHHS Expanded Home Help Services

EIC Earned Income Credit

EITC Earned Income Tax Credit

EMT Executive Management Team

EPSDT Early & Periodic Screening, Diagnosis & Treatment

ES Eligibility Specialist

ESS Employment Support Services ‐or‐ Executive Support System

E&T Employment and Training

FAJ Foster Care, Adoption and Juvenile Justice

FAP Food Assistance Program

FC Foster Care

FCC Family Coordinating Council (Strong Families)

FCS Food & Consumer Services (federal Dept. of Agriculture) FDR Final Departmental Review

FEMA Federal Emergency Management Agency

FF Families First

FFP Federal Financial Participation FIA Family Independence Agency FIC Family Independence Contract FIM Family Independence Manager FIP Family Independence Program FIT Field Input Team

FIS Family Independence Specialist ‐ or ‐ Family Independence Services, Bureau of

FMRC Fair Market Rate Contract FNS Food and Nutrition Services FO Field Office

FOA Field Operations Administration

FOC Friend of the Court

FOIA Freedom of Information Act

FP/FR Family Preservation/Family Reunification

FR Family Reunification

FRAM Financial Reporting and Accounting Manual

FRC Family Resource Centers

FSA Field Services Administration

FSS Family Support Services

FTBS Families Together Building Solutions

FTE Full Time Equated (position) FY Fiscal Year

GAAP Generally Accepted Accounting Principles

GED General Education Development

GF/GP General Funds/General Purpose

GPRA Government Performance and Results Act

GVRC Genesee Valley Regional Center

HA Homes for the Aged

HAP Heating Assistance Program

HB House Bill

HCBW Home Care Based Waiver

HCFA Health Care Financing Administration

HCBWS Home and Community‐Based Waiver Services

HHS Health and Human Services ‐or‐ Home Help Services

HIV Human Immunodeficiency Virus

HMO Health Maintenance Organization

HRMN Human Resources Management Network

HUD Housing and Urban Development IDA Individual Development Accounts IDC Interdepartmental Clearance

ILS Independent Living Services

IR Information and Referral

ITB Invitation to Bid

ITMS Information Technology Management Services JAIBG Juvenile Accountability Incentive Block Grant JJDAR Juvenile Justice Diversion and Reintegration JJDP Juvenile Justice and Delinquency Prevention JJOLT Juvenile Justice On‐line Technology

JJS Juvenile Justice Services

J/PA Joint Performance Agreement

JRT Joint Review Team

KPI Key Performance Indicator

LAP Licensing Automation Project

LAFI Legal Affairs and Financial Integrity

LASR Local Accounting System Replacement

LCA LIHEAP Crisis Assistance

LEAH Law Enforcement Assistance Administration

LEIN Law Enforcement Information Network

LIHEAP Low Income Home Energy Assistance Program

LO Local Office

LOA Local Office Automation

LOAAS Local Office Automated Accounting System

LOM Local Office Manager

LOPAD Local Office P.C. Application Development

LR LASR Report

LSB Legislative Service Bureau

LTC Long Term Care

LWO Local Weatherization Operator

MA Medical Assistance

MADA Medical Assistance Donation Agreements

MACE Michigan Association of Government Employees MAIN Michigan Administrative Information Network MARS Michigan Assistance Referral Service

MCAAA Michigan Community Action Agency Association

MCB Michigan Commission for the Blind

MCF Medical Care Facility

MCDC Michigan Commission on Disability Concerns

MCI Michigan Children's Institute

MCSSA Michigan County Social Services Association

MCSSW Michigan County Social Services Workers (association)

MCSSCET Michigan County Social Services Consortium for Education and Training

MDCD Michigan Department of Career Development ‐or‐ Michigan Commission on Disability Concerns

MDHS Michigan Department of Human Services

MDT Multi Disciplinary Team

MHA Michigan Hospital Association

MiCSES Michigan Child Support Enforcement System

MICWA Michigan Indian Child Welfare Agency

MIFPI Michigan Interagency Family Preservation Initiative

MISDU Michigan Systems Distribution Unit

MJC Michigan Jobs Commission

MLHS Michigan League for Human Services

MIRS Michigan Information and Research Service, Inc. MPCB Multipurpose Collaborative Body

MPSC Michigan Public Service Commission

MPHI Michigan Public Health Institute

MPS Model Payment System

MRA Management Resources Administration

MRT Medical Review Team

MSA Medical Services Administration

MSAEYC Michigan Association for the Education of Young Children

MSEA Michigan State Employees Association

MSHDA Michigan State Housing Development Authority

MSW Masters of Social Work

MW!A Michigan Works! Agency

NABSW National Association of Black Social Workers

NASCSP National Association for State Community Services Program

NASW National Association of Social Workers

NEAT National Energy Audit

NERE Non‐Exclusively Represented Employee

NGA National Governors' Association

NH Nursing Home

NSA Northern Service Area

OAA/EOP Office of Affirmative Action / Equal Opportunity Programs

OAG Office of the Auditor General

OBRA Omnibus Budget Reconciliation Act OCAL Office of Children and Adult Licensing OCFS Office of Child and Family Services OCRS Office of Contracts and Rate Setting OCS Office of Child Support

ODIS Office of Delinquency Information System OEPC Office of Employment Policy Coordination OFA Office of Family Advocate

OFAP Office of Financial Assistance Programs

OHA Office of Hearings and Appeals

OHR Office of Human Resources

OIA Office of Internal Audit

OIC Office of Inquiries and Concerns

OIG Office of Inspector General

OLM On Line Manual

OLR Office of Labor Relations

OMB U.S. Office of Management and Budget

OPC Office of Program Coordination

OPD Office of Professional Development

OPQM Office of Program & Quality Management

OQA Office of Quality Assurance

ORC Office of Resource Coordination

ORQM Office of Reengineering & Quality Management

OSA Office of Services to the Aging

OSE Office of State Employer

OTSD Office of Training and Staff Development

OutOps Outstate Operations

PA Public Act ‐or‐ Public Assistance

PAM Program Administrative Manual

PARIS Public Assistance Reporting Information System

PCA Program Cost Account

PCEL Position Comparison Equivalency Level

PCN Policy Change Notice

PD Position Description ‐or‐ Presumptive Disability

PDC Payment Document Control PDS Physical Disability Services PEC Permanent Employee Count PEM Program Eligibility Manual PERF Performance Agreement

PI Project Identification (contracts) PIP Performance Improvement Plan

PMPD Performance Management Development Plan

POI Pollution Occurrence Insurace

POMS Programs Operational Manual System

PPB Program Policy Bulletin

PPO Preferred Provider Organization

PRM Program Reference Manual

PRR Program Revision Request

PRWORA Personal Responsibility and Work Opportunity Reconciliation Act

PS Protective Services

PSDDS Program Support & Disability Determination Service PSMIS Protective Services Management Information System PSP Physician Sponsor Plan

PTR Partial Tuition Refund

PY Program Year

PZ Project Zero

QA Quality Assurance ‐or‐ Quality Analyst

QC Quality Control

QMB Qualified Medicaid Beneficiary

RAP Refugee Assistance Program

RAS Responsibility Accounting System

RCA Refugee Cash Assistance

REAP Refugee Entrant Assistance Program RESA Regional Educational Service Agency RFP Request for Proposal (see ITB)

RFQ Request for Quote

RO Regional Office

ROMA Results Oriented Management & Accountability

RMA Refugee Medical Assistance

RS Recoupment Specialist

RSDI Retirement, Survivors, Disability Insurance

S&W Salary and Wage (also plural) SA State Assistance

SACWIS State Automated Child Welfare Information System

SB Senate Bill

SB/SF Strength Based/Solution Focused SCAO State Court Administrative Office SDA State Disability Assistance

SDM Structured Decision Making

SEF State Emergency Funds

SER State Emergency Relief

SFA State Family Assistance ‐or‐ Senate Fiscal Agency

SFSC Strong Families/Safe Children

SHA Special Hearing Allowance

SL Sick Leave

SLA Special Living Arrangement

SLMB Specified Low Income Medicare Beneficiaries

SM Services Manual

SMP State Medical Program (effective 9/03 became Adult Medical Program) SODA Status Offense Diversion Agency

SOMCAFR State of Michigan Comprehensive Annual Financial Report

SOS State of the State ‐or‐ Secretary of State

SR Service Request

SSA Social Security Administration SSBG Social Services Block Grant SSDI Security Disability Insurance SSI Supplemental Security Income SSN Social Security Number

STSM Transaction Screen Management System

SWSA Southwest Service Area

SWSS Services Worker Support System

TANF Temporary Assistance for Needy Families

TAT Technical Assistance Team

TBI Traumatic Brain Injury

TCW Temporary Court Ward Cohort Report

TIP Tuition Incentive Program

TMA Transitional Medical Assistance/Medicaid

TPL Third Party Liability

TPR Termination Parental Rights Cohort Report

TSMF To Strengthen Michigan Families

TTY Teletype for the Deaf UA Unemployment Agency UAW United Auto Workers

UMP Unaccompanied Minor Program

USDA United States Department of Agriculture

VAW Violence against Women

VDT Video Data Terminal VHF Voluntary Heating Fuel WA Wraparound

WAP Weatherization Assistance Program

WCDHS Wayne County Department of Human Services

WF Work First

WFM Weatherization Field Manual WPN Weatherization Program Notice WRAP Wrap‐a‐round

WX Weatherization

YIT Youth in Transition

YRD Youth Residence Director

Y2K Year 2000

ZO Zone Office

6W2W 6 Weeks to Wellness