



Peace of Mind for Complex Lives

GLOSSARY OF TERMS

ADL	Activities of Daily Living	A group of personal tasks or abilities such as dressing, bathing and eating
APS	Adult Protective Services	An arm of the Department of Children and Families that investigates the abuse, neglect or exploitation of the aged or disabled
	Advance Directive	A witnessed written document or oral statement in which instructions are given by a principal or in which the principal's desires are expressed concerning any aspect of the principal's health care and includes the designation of a health care surrogate, a living will, or do not resuscitate orders
AIP	Alleged Incapacitated Person	An individual currently being assessed by the court for incapacity
ALF	Assisted Living Facility	A residence that provides some assistance with IADLs and ADLs that is licensed by the Department of Children and Families (formerly ACLF, Adult Congregate Living Facility)
	Attorney in Fact	Title used by an individual acting under a Power of Attorney document
CNA	Certified Nursing Assistant	An individual who has passed a nursing assistant competency exam (does not require any specific training)
	Companion	A caregiver with no special training but often skilled at offering psycho-social support within the home environment
DIF	Decline in Function	A common medical diagnosis used for geriatric clients, often used in conjunction with a trauma such as a fractured bone or episode of electrolyte imbalance
	Dementia	A group of symptoms that may accompany certain diseases or physical conditions. Dementia results in the loss of intellectual functions (thinking, remembering and reasoning) of sufficient severity to interfere with a person's daily functioning.
DCFS	Department of Children and Family Services	Formerly titled the Department of Health and Rehabilitative Services
DOEA	Department of Elder Affairs	State agency created to implement, administer and supervise services for Floridian Elders



Peace of Mind for Complex Lives

GLOSSARY OF TERMS

	Depression	A diagnostic term representing several different clinical conditions with symptoms ranging from loss of interest or pleasure, decreased energy, decreased ability to think or concentrate, poor appetite, low self-esteem and poor ability to make difficult decisions to feelings of hopelessness.
DNRO	Do Not Resuscitate Order	Document which authorizes the withholding or withdrawing of life-prolonging techniques by emergency medical services
ETG	Emergency Temporary Guardianship	Legal mechanism used to supplement a normal guardianship proceeding
EOB	Explanation of Benefits	A document generated by an insurance company itemizing the services billed by medical providers and the insurers subsequent approval or denial of payment
	Guardianship	Legal procedure by which an individual is appointed to handle some or all of the decisions and affairs of a person unable to care for themselves
HCS	Health Care Surrogate	A written document designating another to make health care decisions in the event of incapacity
HMO	Health Maintenance Organization	Prepaid providers of healthcare with services that mirror Medicare services
	Home Health Agency	Organization that offers the services of home care workers who are employees of the agency. This assures the caregiver is covered by worker's compensation, is properly licensed and trained (and usually bonded as well.)
HHA	Home Health Aide	A caregiver who has been trained in accordance with State of Florida requirements (currently 40 hours of training) – also requires a physical exam and CPR training
	Home Health Registry	Organization that offers the services of home care workers on an independent contractor basis. Registries are not required to supervise their workers.
	Hospice	A special kind of care designed to provide comfort and support to patients and their families in the final stages of a terminal illness. Hospice does not prolong life nor does it hasten death, it merely provides a specialized knowledge of medical care, psychological, emotional and spiritual support during the dying process.



Peace of Mind for Complex Lives

GLOSSARY OF TERMS

	Incapacity	A legal term used in Florida recognizing a person's inability to function within certain areas of life (see removable rights)
	Incompetent	A legal term (no longer used in Florida) describing a person's inability to function within all areas of life
ILF	Independent Living Facility	A community, usually apartments, geared to retirees. Many have on-site services, organized activities and scheduled transportation to local merchants. Some also include one meal, housekeeping services, and utility expenses such as water and cable
IADL	Instrumental Activities of Daily Living	A group of tasks or abilities such as shopping, laundry and money management
	Living Will	A witnessed document or oral statement made by the principal expressing his or her instructions concerning life-prolonging procedures
	Medicaid	A federally funded program that is administered on a state level with eligibility based on age and/or disability, assets, income and level of care
	Medicare	A federal program available to all individuals who paid a minimum amount of social security taxes with eligibility based on either retirement or disability
OSS	Optional State Supplementation	Funding for ALFs by the state of Florida to underwrite the cost of care for individuals with markedly low income
POA	Power of Attorney	A legal document that provides for financial management and decision making when a person is incapacitated, physically and/or mentally
PCP	Primary Care Physician	A term often used by HMOs describing the main doctor supervising an individual's care – often acting as a “gatekeeper” to other medical specialists and service providers
SNF	Skilled Nursing Facility	A residence for individuals who require 24 hour supervision (many of whom are confined to bed for some portion of the day) staffed with highly trained professionals who can provide skilled, custodial, intermediate and rehabilitative care
SSDI	Supplemental Security Disability Income	Monthly income paid by the federal government based on the individual's payment of social security taxes and their documented disability



Peace of Mind for Complex Lives

GLOSSARY OF TERMS

SSI	Supplemental Security Income	Monthly income paid by the federal government as a supplementation to individuals with an income level below the Federal Poverty Level
	Trust	A legal document that provides for financial management and decision making when a person is physically and/or mentally incapacitated and allows the assets to avoid the probate process upon the person's death
	Ward	Term used by the court for an individual under guardianship