

ACRONYMS AND TREATMENT DEFINITIONS

ACDHS - ALLEGHENY COUNTY DEPARTMENT OF HUMAN SERVICES [DHS] is responsible for providing and administering human services to county residents. DHS supports services, including programs serving the elderly, mental health services (includes 24-hour crisis counseling); drug and alcohol prevention and treatment services; child protective services; at-risk child development and education; hunger services; emergency shelters and housing for the homeless; energy assistance; non-emergency medical transportation; job training and placement for youth and adults; and services for individuals with intellectual disability and developmental disabilities. DHS consists of five program offices and three support offices.

Program Offices

AAA - Area Agency on Aging
OBH - Office of Behavioral Health
OCYF - Office of Children, Youth and Families
OCS - Office of Community Services
OID - Office of Intellectual Disability

Support Offices

OA- Office of Administration
OCR - Office of Community Relations
DARE – Data Analysis, Research, and Evaluation

AA – ALCOHOLICS ANONYMOUS: Self-help group for individuals who have problems with alcohol. (412) 471-7472

ACCR – ALLEGHENY COUNTY COALITION FOR RECOVERY: Coalition of individuals and organizations who work to educate consumers and providers of treatment services about recovery principles

ACHD - ALLEGHENY COUNTY HEALTH DEPARTMENT

ACOA – ADULT CHILDREN OF ALCOHOLICS: Self-help group for adults whose parents have/had problems with alcohol. (800) 628-8920

ACT 152 – Funding for assessment, treatment and case management services for Allegheny County Medical Assistance recipients in need of treatment for drug and/or alcohol dependence in a non-hospital residential detoxification, rehabilitation and/or halfway house program, who are not HealthChoices members. ACT 152 is not an entitlement and does not include partial hospital.

ADA - AMERICANS WITH DISABILITIES ACT: Legislation passed by the United States Congress in 1990 to prohibit discrimination against people with disabilities and to guarantee them equal access to employment, public services, public accommodations, and telecommunications.

ADD – ATTENTION DEFICIT DISORDER

ADHD – ATTENTION DEFICIT HYPERACTIVITY DISORD

ADDICTION is a chronic, relapsing brain disease that characterized by compulsive drug seeking and use, despite harmful consequences.

ADJUDICATED – Describes the disposition within the judicial system of an individual who has had a formal court trial and received a verdict of innocent or guilty. In the case of a minor, the Juvenile Court judge may make a disposition of dependency and /or delinquency.

ADL - ACTIVITIES OF DAILY LIVING: an ADL Evaluation assesses the ability to independently take care of one's personal needs. It determines the individual's present level of, and potential for, performing daily life tasks, which include dressing, nutrition, homemaking, personal hygiene.

AFN – ALLEGHENY FAMILY NETWORK: supports and partners with families raising children with emotional and mental health needs to improve their quality of life. (412) 246-2030

AHCI – ALLEGHENY HEALTH CHOICES, INC.: AHCI monitors and reports on the effectiveness and value of the management of behavioral health care programs in local communities. AHCI's mission is to assure value in behavioral health care while balancing community interests. "Value" encompasses quality of care, positive clinical outcomes, and cost-effectiveness in care.

AIDS - ACQUIRED IMMUNE DEFICIENCY SYNDROME is a disease, often fatal, which attacks the immune system. Certain populations, including injecting drug users and their partners, are at especially high risk for infection by the virus, HIV, which causes AIDS.

AI-ANON AND ALATEEN: Self-help support groups for family members and teens who have a family member/parent with alcohol problems.

ALTERNATIVE ACTIVITIES: The provision of work-oriented, recreational, and other experiences to fill the physical, emotional, social and spiritual needs of the individual, family and community.

AMA - AGAINST MEDICAL ADVICE: Describes discharges from an Inpatient unit that are patient or family instituted, and are against the medical opinion of the physician in charge.

ARC OF THE U.S. - the world's largest community based organization of and for people with intellectual and developmental disabilities.

ARC-GREATER PITTSBURGH: The local chapter of ARC. (412) 995-5000

ASI – ADDICTION SEVERITY INDEX: The ASI is a semi-structured interview designed to address seven potential problem areas in substance abusing patients: medical status, employment and support, drug use, alcohol use, legal status, family/social status, and psychiatric status. In one hour, a skilled interviewer can gather information on recent (past 30 days) and lifetime problems

in all of the problem areas. The ASI provides an overview of problems related to substance, rather than focusing on any single area.

ATOD - ALCOHOL, TOBACCO AND OTHER DRUGS

AURD - ADMISSION, UTILIZATION, REVIEW AND DISCHARGE: A joint meeting of agency staff, a consumer, guardian/parent and County Behavioral Health/ID representatives to assess the progress the consumer has made in a residential program over a six-month period. Evaluations are made concerning a consumer's strengths and weaknesses in numerous areas of daily living activity and recommendations for continued placement or discharge are discussed.

BAC - BLOOD ALCOHOL CONTENT is the amount of alcohol in person's blood stream. See also **BREATHALYZER**.

BDAP - BUREAU OF DRUG AND ALCOHOL PROGRAMS: Bureau of the PA Department of Health that oversees county Single County Authorities and Drug & Alcohol Service Providers.

BEHAVIOR SHAPING CLA PROGRAMS: A specialized resource program within the CLA system and is available to all appropriate consumers for preparing them for movement.

BIPOLAR DISORDER: A disorder, sometimes called manic-depression, characterized by episodes of mania and severe depression, generally with periods of normal moods in between the two.

BREATHALYZER - Machine that measures blood alcohol content

BRIDGE HOUSING: A residential alternative, which is a step up from the emergency shelter, providing residence for up to a year and affording a range of support services to enable individuals to "bridge" the transition from life on the streets to some form of independent or supportive living situations.

BRIDGE HOUSING FOR PERSONS WITH CHRONIC MENTAL ILLNESS- The specialized residence will serve homeless individuals who have chronic and/or serious mental health problems. These individuals constitute an extremely fragile, non-compliant, services resistive group of homeless persons. Typically, their behavior and inability for self-care make them inappropriate for other residential programs, such as community residential rehabilitation or bridge housing. The target population must be 18 years of age or older. Participants can remain in CMI-BH for an indefinite period as long as they are compliant with the program expectations.

BSC - BEHAVIORAL STAFF CONSULTANT: Service available under the psychosocial rehabilitation option of federal Medicaid, and is on the Pennsylvania Office of Medical Assistance Programs fee schedule.

BSE - BUREAU OF SPECIAL EDUCATION: An office within the Pennsylvania Department of Education which provides planning, administration, monitoring, and training activities which result in an appropriate education aimed at increasing standards for all exceptional students

CAC – CERTIFIED ADDICTIONS COUNSELOR

CACTIS – CHILD & ADOLESCENT CRISIS TEAM INTERVENTION SERVICES
(through WPIC):

CAO - COUNTY ASSISTANCE OFFICE

CAP - CONFERENCE OF ALLEGHENY CONTRACT PROVIDERS: Providers who contract with OBH to provide services.

CARE MANAGER: Managed Care position, a staff person who is involved with membership, approvals, claims, questions, etc.

CARF – COUNCIL FOR ACCREDITATION OF REHABILITATION FACILITIES:
Sets standards for and accredits rehabilitation facilities on a national basis.

CART - CLIENT ACTION & RESPONSE TEAM: A project, funded by DHS and Community Care Behavioral Health Organization, whose purpose is to interview clients and their families about their satisfaction and dissatisfaction with the services they receive.

CASA – COURT APPOINTED SPECIAL ADVOCATE: Court appointed advocates for children.

CASSP - CHILD AND ADOLESCENT SERVICE SYSTEM PROGRAM: Involves activities designed to promote inter-departmental cooperation between agencies such as Children and Youth Services, Juvenile Court, and Education; and to encourage parental participation in systems advocacy for children's programs. In 1984, Congress created the Child and Adolescent Service System Program (CASSP) in response to the mental health needs of children (Alcohol Abuse, Drug Abuse, and Mental Health Amendments of 1984). This program is administered by the National Institute of Mental Health and is modeled after the Community Support Program for the chronically mentally ill population. The program assists states through grants, technical assistance, and training in the development of community based, coordinated service systems to deal with the mental health needs of children and their families.

CATEGORICAL FUNDS refers to funding which has a specific use, and cannot be used for any other purpose.

CCAC - COMMUNITY COLLEGE OF ALLEGHENY COUNTY.

CCBH - COMMUNITY CARES BEHAVIORAL HEALTH: the behavioral health managed care organization (HMO) for Allegheny County's Behavioral Health Program, HealthChoices, funded through Medicaid (Medical Assistance-Title XIX of the Social Security Act.)

CDBG - COMMUNITY DEVELOPMENT BLOCK GRANT

SCHIP OF PA. – STATE CHILDREN’S HEALTH INSURANCE PROGRAM OF PA: is the state insurance program to provide comprehensive healthcare for eligible children up to 19 years old.

CHIPPs - (Unified Systems) – COMMUNITY HOSPITAL INTEGRATION PROJECT PROGRAMS: Multi-year MH projects to right size or close state mental hospitals by moving consumers and funds to community programs.

CI - CRISIS INTERVENTION (MH)

CJS - CRIMINAL JUSTICE SYSTEM: The system that conducts the application of the criminal law of the land. At various levels, from the federal to the smallest municipal unit, there are functions and offices that administer the system. It includes the judiciary, the prosecutors, the lawyers, law enforcement, the penal system, probation, parole, and others. Since a high percentage of persons in jails admit to D&A and/or MH problems, there are many places where these systems and criminal justices system touch - these are points at which cooperative programs are effective, such as DUI and TASC.

CLA – COMMUNITY LIVING ARRANGEMENT (ID residential).

CLEAR – COALITION FOR LEADERSHIP, EDUCATION, AND ADVOCACY IN RECOVERY: An organization with a mission to gather and connect the broad spectrum of alcohol, tobacco and other drug prevention, treatment and recovery efforts in the Pittsburgh region in order to improve learning, support, advocacy and impact.

CLIENT: Any individual who is the recipient of services from a drug and alcohol facility or provider is referred to as a client.

CMS – CENTERS FOR MEDICARE AND MEDICAID SERVICES: A Federal program office in the U.S. Health and Human Services Administration (**HHS**)

CMHS - CENTER FOR MENTAL HEALTH SERVICES: A Federal program office in the Substance Abuse and Mental Health Services Administration (**SAMHSA, HHS**)

COMMITMENT (302) - This is the involuntary emergency commitment which is basically a two-step process: 1.) The patient is brought for emergency examination involuntarily if specific criteria of clear and present danger to self or others are met, 2.) If, upon medical examination, the patient is felt to be a clear and present danger to self or others, admission for up to 120 hours in a designated facility occurs. **COMMITMENT (303)** - This is the means by which a patient is maintained in involuntary hospitalization status for a period not to exceed twenty (20) days. A judge or mental health review officer must certify this type of extended involuntary emergency treatment. **COMMITMENT (304)** - This is the means by which a patient is maintained in

involuntary hospitalization status for an extended period up to 90 days. Often, this is the type of commitment used when a patient is sent to a state hospital.

COMMUNITY EMPLOYMENT VOCATIONAL REHABILITATION: Applies to both MH and MR.

COMMUNITY HOMES FOR INDIVIDUALS WITH INTELLECTUAL DISABILITY: Also known as CLA's A house or apartment in the community in which live a small number of persons who are developmentally disabled. CLAs provide supervision, care and training. The goal is to give persons with MR disabilities an opportunity to be a part of the community and live a non-institutional life style. The County ID Program monitors the CLAs in its region. CLAs are divided into categories based upon severity of disability and programmatic needs of particular clients. Some CLAs accept persons with sever medical and behavioral disabilities. The County ID Program provides a Core Team of Specialists to assist CLA staff in meeting the needs of these residents. There are also Adult Minimal Supervision CLAs available to mentally retarded persons over the age of 18. The Minimal Supervision CLA is a house or apartment in which two or three mentally retarded adults live. Supervision is on a drop-in basis to assure the safety of the residents and to provide training and assistance in independent living skills.

COMMUNITY MENTAL HEALTH SERVICES BLOCK GRANT: Funds authorized by Part B of Title XIX of the Public Health Service Act and is the single largest Federal contribution dedicated to improving mental health service systems across the country. The Center for Mental Health Services' (a part of the Substance Abuse and Mental Health Services Administration, or SAMHSA) Community Mental Health Services Block Grant awards grants to the States to provide mental health services to people with mental disorders

COMPEER - A program that matches a volunteer with a person with mental illness. (412) 243-3464

COMPLETION RATE: The percentage of clients who, in the view of the treatment facility staff, successfully complete the prescribed treatment regimen in a drug treatment facility, and are not transferred or referred to another facility.

CONFIDENTIALITY: The status accorded to information that is sensitive and therefore must be protected against theft or improper use, and is disseminated only to individuals or organizations authorized to have it. The obligation of an individual with knowledge about a consumer has to share that information only with others involved with that consumer when it is potentially helpful to consumer/family.

CONSUMER: Anyone using or needing mental health, intellectual disability, or drug and alcohol services.

CONTINUUM OF CARE: A series of service elements, which may include provision of the following: non-hospital (residential) services, hospital services, partial hospitalization services, outpatient services and transitional living services.

CORRECTIONAL FACILITIES - Facilities operated by various levels of government for the purpose of either the detention of individuals accused of crimes but not yet adjudicated, or for the detention of individuals convicted of crimes and sentenced by the courts. Examples include County Program for Female Offenders, Allegheny County Jail MH Special Housing Unit, State Correctional Institute of Pittsburgh, Federal Penitentiary at Allentown, PA

COST CENTER: Budget term that refers to particular expenditure categories.

COUNTY MATCH: Stipulated funds provided by one governmental unit to complement funds received from another governmental unit for a grant, etc. The objective of the match funds is the creation of a financial and operational interest in the funded program.

CRITICAL INCIDENT: Any incident described below that involves a consumer receiving MH or ID services, and/or any staff person (including contract employees and volunteers) providing services to a consumer. The following MH incidents require both verbal notification to the County Office and a written report:

- a. A Mental Health Consumer residing in a CRR, LTSR, or Enhanced Personal Care Home who is missing for more than 24 hours or who may be in immediate jeopardy if missing at all;
- b. Any death of a known MH Consumer residing in a CRR, Personal Care Home, Enhanced Personal Care Home, Supportive Living, or LTSR; or that occurs while a consumer is involved in a MH Program. The County coroner shall be notified of any sudden, violent or suspicious death;
- c. Any fire at a CRR, LTSR or Enhance Personal Care Home requiring the evacuation of consumers;
- d. A MH Consumer active in treatment is known to be arrested for a felony or for an incident which would be of concern to the general public; and
- e. Any other incident involving a MH consumer in which an agency administrator determines that the "serious nature" of the incident requires immediate notification of the County Office.

CRITICAL INCIDENT POLICY: To assure immediate management of any incident/problem situation, timely reporting of any incident to the necessary authorities and appropriate follow-up procedures, Allegheny County requires each provider to have an Incident Management Plan.

CRN - COURT REPORTING NETWORK: This is a data system that affords the collection of standard information on all DUI offenders statewide. Recommended for preliminary evaluation of the extent of the drinking problems of a DUI consumer.

CRR - COMMUNITY RESIDENTIAL REHABILITATION (MH Residential): Residential Program for mental health consumers similar to the ID/CLA Program. Residence with 24 hour

CSAP - CENTER FOR SUBSTANCE ABUSE PREVENTION: A Federal office within the Substance Abuse and Mental Health Services Administration, U.S. Department of Health and Human Services (SAMHSA, HHS) which works with States and communities to develop

comprehensive prevention systems that create healthy communities in which people enjoy a quality life.

CSAT - CENTER FOR SUBSTANCE ABUSE TREATMENT. A Federal office (SAMHSA, HHS) which promotes the quality and availability of community-based substance abuse treatment services for individuals and families who need them.

CSBG - COMMUNITY SERVICES BLOCK GRANT: Federal money That is allocated through the State to Counties That can be used For Service Management, Outpatient, Residential, Partial, Community Service, ADT, Vocational Community, Vocational, Facility, Social Rehabilitation and FSS.

CSP - COMMUNITY SUPPORT PROGRAM: A Community mental health service model that emphasizes consumer planning and empowerment involving consumers, families and community agencies.

CTT – COMMUNITY TREATMENT TEAM: Community Treatment Team (CTT) is established as a voluntary, primary, direct service, which provides comprehensive and intensive outpatient mental health and addictions treatment in addition to rehabilitative and support services to persons with a serious and persistent mental illness and addiction problems. These individuals are not able to benefit from traditional community mental health and drug and alcohol services. Community treatment team services are targeted for those persons who have not achieved and maintained health and stability in the community, and for whom without these services would continue to experience hospitalization, incarceration, psychiatric emergencies, and/or homelessness. Guided by CSP, Recovery and CASSP Principles, CTT services merge clinical, rehabilitative and support staff expertise within one service delivery team with minimal referral of consumers to other program entities for these interventions.

CULTURAL COMPETENCE: Cultural competence is the process of communicating with audiences from diverse geographic, ethnic, racial, cultural, economic, social, and linguistic backgrounds. Becoming culturally competent is a dynamic process that requires cultural knowledge and skill development at all service levels, including policymaking, administration, and practice.

CULTURALLY-FAIR (Non-Discriminatory) EVALUATION: Assessment of a consumer must be completed through procedures and with instruments that use the consumer's native language or mode of communication.

CWLA – CHILD WELFARE LEAGUE OF AMERICA. Mid-Atlantic Office: (410) 496-5607

DRUG AND ALCOHOL PLANNING COUNCIL: The Drug and Alcohol Planning Council is comprised of fifteen voting and two ex-officio members appointed by the County Executive to provide citizen input to assist the Director and the County. The composition of this body is defined by law. The PA Dept. of Health (Bureau of D&A Programs) is presently responsible for the oversight of the D&A Program.

DAY TREATMENT – see “Partial Hospitalization.”

DD - DEVELOPMENTAL DISABILITIES.

DDAN - DEVELOPMENTAL DISABILITIES ADVOCACY NETWORK: Pennsylvania's Protective and Advocacy system as mandated by the Developmentally Disabled Assistance and Bill of Rights Act of 1975. DDAN is an independent agency, which advocates for the legal and human rights of developmentally disabled persons.

DDPC - PENNSYLVANIA'S DEVELOPMENTAL DISABILITIES PLANNING COUNCIL: The council works to coordinate and integrate services between state and private human services.

DARE - DRUG AWARENESS RESISTANCE EDUCATION

DARP - DRUG ABUSE REPORTING PROGRAM

DEA - DRUG ENFORCEMENT ADMINISTRATION: Federal agency responsible for enforcing the drug laws.

DEVELOPMENTAL DELAY: Being behind other children of the same age in achieving social, self-help, thinking, physical or speech and language skills. The cause may be unknown and may be measured by test results.

DHS - DEPARTMENT OF HUMAN SERVICES (see ACDHS).

DETOXIFICATION - DETOX: The process whereby a drug or alcohol intoxicated or dependent client is assisted through the period of time necessary to eliminate, by metabolic or other means, the presences of the intoxicating substance of dependency factors, while keeping the physiological or psychological risk to the client at a minimum.

DOE - DEPARTMENT OF EDUCATION (PENNSYLVANIA): A department of the State that administers school laws and assists school districts in conducting their educational programs.

DOH - DEPARTMENT OF HEALTH (PENNSYLVANIA): A department of the State with overall duty and power to protect the health of the people of the Commonwealth by employing the most efficient and effective means for prevention and suppression of diseased and injury. DOH is the single state agency for D&A.

DOM CARE - DOMICILIARY CARE HOME: A (private) home which provides room, board and personal care for persons who are mentally retarded, mentally ill, elderly, or physically disabled. Dom. Care homes usually accommodate three to four residents and are certified by the Office of the Area Agency on Aging.

DPW - DEPARTMENT OF PUBLIC WELFARE (PENNSYLVANIA): A department of the state that administers human service programs, distributes federal and state funds to local agencies, and develops programs to respond to the human service needs of the Commonwealth's residents. Also contains Office of MH, Office of ID, and Office of Medical Assistance.

DROP-IN CENTER:The provision of information, referral and crisis intervention as well as the opportunity to discuss personal problems in an informal setting.

DRUG AND ALCOHOL (D&A) SERVICES: Include Prevention, Intervention, Case Management, and Treatment.

DRUG AND ALCOHOL PLANNING COUNCIL: The Drug and Alcohol Planning Council is comprised of fifteen voting and two ex-officio members appointed by the County Executive to provide citizen input to assist the Director and the County. The composition of this body is defined by law. The PA Dept. of Health (**BDAP**) is presently responsible for the oversight of the D&A Program.

DRUG AND ALCOHOL SERVICES INTERVENTION: Aimed at assisting individuals through a specific crisis related to the abuse of drugs and/or alcohol. Services include evaluation, counseling and referral for more intensive treatment when appropriate. There are also special drop-in facilities for emergency crisis attention. One of the most widespread programs is directed toward individuals apprehended for driving while under the influence. In addition, programs have been created to offer Treatment Alternatives to Street Crime as well as other services designed in conjunction with local criminal justice systems.

DRUG COURT: Designed specifically for drug users involved in the criminal justice system. The intention is to place these individuals into an intensive drug treatment program as an alternative to incarceration to help them become drug free and return to a productive lifestyle.

DRUG DEPENDENCY: A physiological and/or a psychological need to self-administrate any controlled substance or any prescribed substance, beyond medical recommendation, to maintain a perceived state of normalcy.

DRUG-FREE: The provision of treatment such as guidance, advice and psychological counseling as a means to assist a client without the use of a maintenance substance. Temporary medication for treatment of physiological conditions or as an adjunct to psychosocial treatment may be utilized in this approach.

DRUG USE: Use of a controlled substance of which the possession is unlawful. As defined in federal legislation, controlled substances include drugs or other substances that have a potential for abuse that would result in physical or psychological dependence. It does not mean the use of a controlled substance pursuant to a valid prescription or other uses authorized by law. The term "controlled substance" also does not include distilled spirits, wine, malt beverages, or tobacco.

DSM-IV - DIAGNOSTIC & STATISTICAL MANUAL OF MENTAL DISORDERS: The method of coding mental disorders utilized by human service and medical professionals. The current standard is DSM-IV-TR, an alternative to ICD-10 (International Classification of Diseases).

DUALLY – DIAGNOSED: An individual assessed by a clinician as having more than one impairment or condition.

DUI - DRIVING UNDER THE INFLUENCE of alcohol or other substances.

EAC – EXTENDED ACUTE CARE: EAC providers will offer intensive psychiatric/behavioral health interventions 24 hours/day, 7 days/week for up to 180 days. This service is intended to be utilized as a step down from an acute hospitalization and work towards further stabilization of the individual in order to return to their identified living and treatment arrangements in the community.

EAP - EMPLOYEE ASSISTANCE PROGRAM: A service intended to provide employees with necessary support services.

eCAPS-ELECTRONIC CLIENT AND PROVIDER SYSTEM: Allegheny County Department of Human Services information management system.

EARLY INTERVENTION: ID funds used to provide services for children under the age of three (3) years. Children meet developmental eligibility criteria under PA Act 212. It is a program of stimulation and education for eligible children from birth to the third birthday.

ECF - EXTENDED CARE FACILITY: A medical institution that provides prolonged care (as in cases of prolonged illness or rehabilitation from acute illness)

EEOC - EQUAL EMPLOYMENT OPPORTUNITY COMMISSION: A federal body constituted to receive, hear, investigate and decide upon complaints regarding unlawful employment practices in federally assisted programs consistent with Executive Orders, Titles, Acts, Laws and Decisions. Address: EEOC, 1000 Liberty Avenue, Pittsburgh, PA 15222.

ED - EMOTIONAL DISTURBANCE AND/OR SED - SERIOUS EMOTIONAL DISTURBANCE: A mental, behavioral, or emotional disorder of sufficient duration to meet diagnostic criteria specified within the Diagnostic and Statistical Manual of Mental Disorders (DSM).

E & I - EDUCATION AND INFORMATION: The provision of activities and factual data aimed at the development of decision-making skills, goal setting, values awareness and clarification, personal motivation, meaning and purpose, and development of communication and inter-personal skills and to increase knowledge and understanding about drugs and alcohol and their effect.

EI - EARLY INTERVENTION: Programs that provide supports and services to infants/toddlers and young children birth to three who have a developmental delay or are at risk for developmental delay

EIRS - EARLY INTERVENTION REPORTING SYSTEM

ELIGIBLE EXPENSES: Those expenses that are reimbursable by the Office of Drug & Alcohol Program or the Department of Public Welfare as defined in "Eligibility Guidelines, Section III of the Fiscal Management Guidelines" of ODAP or Chapter 4300 MH/ID Fiscal Manual, Section 4300.41 "Allowable Cost Standards".

EMANCIPATED MINOR: Individual under the age of 18 who has been legally determined an adult in the eyes of the law.

EMERGENCY SERVICE (ER): This is one of the five MH mandated services. (See the Mental Health Act of 1966 for further legal base for mandated services.) Emergency Services offer in-person services. Other Emergency Services consists of phone Crisis Intervention and Information and Referral Services. The primary focus of Emergency Service is Crisis Intervention.

EOE - EQUAL OPPORTUNITY EMPLOYER.

ENHANCED "MAC": Enhanced Medical Assistance Services for Children.

EPSDT – EARLY PERIODIC SCREEING, DIAGNOSIS AND TREATMENT: Activities dealing with EPSDT.

FACILITY: The physical location in which drug and alcohol services are delivered. A facility may provide more than one activity.

FAMILY-BASED: Activities dealing with Family Based Mental Health Cost Center.

FAMILY DRIVEN: Refers to a method of providing services whereby the family and the person with intellectual disability or person with SED, rather than the service system, are given the responsibility for deciding which services will best address their specific needs. In a family driven model, family members also have a primary responsibility for planning, implementing, evaluating, and setting priorities for services to address their specific needs. Family driven models are Informal Supports; Cash Payment; Voucher; Traditional Funding, Pre-approved Service Plan, and/or System of Care.

FEE RATE: The predetermined rate or unit cost by which service providers are reimbursed for services rendered.

FEMA - FEDERAL EMERGENCY MANAGEMENT AGENCY: An independent agency that provides emergency resources and funds to federally declared disaster areas.

FFS - FEE-FOR-SERVICE: A method by which services may be purchased. The relevant cost (and ultimately, the fee that will be paid) is arrived at by negotiation between the County Office and the service provider. The FFS funding mechanism requires less detailed reporting on a monthly basis than the program funding mechanisms since costs have been examined in the negotiation phase.

FTE - FULL TIME EQUIVALENT: Refers to an individual's employment status with an MH/ID/D&A/Hunger & Homelessness (H&H) agency. (Usually means 37.5 or 40-hour work week.).

FY - FISCAL YEAR: A 12-month time period within which an agency or organization budgets, expends and bills for a negotiated sum of money. The Allegheny County Fiscal Year (FY) runs from January 1 to December 31. The Pennsylvania State FY, which dictates the reporting requirements for the MH/ID/D&A/H&H Program, runs from July 1 to June 30. The Federal FY runs from October 1 to September 30.

GA – GAMBLERS ANONYMOUS: Self-help group for individuals who have problems with gambling.

HALFWAY HOUSE: A community-based residential treatment and rehabilitation facility that provides services for persons with substance dependence in a supportive, chemical free environment.

HAP - HOUSING ASSISTANCE PROGRAM: This program combines assessment of needs, housing assistance, voucher or vendor payments for rent, security deposits or utilities to individuals or families to prevent homelessness by intervening in cases where eviction is imminent or to end homelessness. Includes the following:

EMERGENCY SHELTERS provide emergency, temporary shelter for persons who are homeless. Maximum length of stay per year is 60 days.

CASE MANAGEMENT PROGRAMS provide coordinated activities to assess consumer needs and provide services through the Case Management agency or other community resources. The services coverage is countywide.

RENTAL ASSISTANCE PROGRAM assists individuals and families who are homeless or near homeless by providing rent and/or security deposits.

HOUSING ASSISTANCE PROGRAM provides payments for rent or utilities to individuals or families to prevent and/or end homelessness by maintaining persons in their own residence.

BRIDGE HOUSING PROGRAMS provide transitional housing and needed supportive services for a period of three months to one year to homeless persons and/or families.

SPECIALIZED RESIDENCES FOR PERSONS WITH MENTAL ILLNESS - sites that service individuals whose behavior and ability for self-care make them inappropriate for other programs such as Community Residential Rehab. (CRR) Programs, Drug & Alcohol (D&A) Therapeutic Communities or other Bridge Housing Programs.

PENNFREE BRIDGE HOUSING PROGRAMS - provide transitional housing and needed supportive services for a period of three months to one year to homeless drug, alcohol or dual-diagnosed individuals and/or families.

HARM-REDUCTION is a term used to minimize the dangers present to individuals who are addicted to controlled substances. The Needle Exchange is an example of a harm-reduction program.

HH or H&H - HOMELESS and HUNGER PROGRAM: Oversees the delivery of services to homeless and hungry citizens of Allegheny County.

HHS - THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES.

HI – HEARING IMPAIRED (see HIS)

HIO - HEALTH INSURING ORGANIZATION.

HIS – DEAF OR HEARING IMPAIRED SUPPORT

HIV+ - HUMAN IMMUNODEFICIENCY VIRUS: Carries the virus for AIDS but has not acquired AIDS.

HMO - HEALTH MAINTENANCE ORGANIZATION: An affiliation of health care specialists providing health care for the price of monthly insurance premiums.

HOST HOME/FOSTER HOME: An alternative family care setting which provides for the child's basic needs, as well as his/her developmental, social, psychological and educational needs. Examples include Center for Assessment and Treatment of Youth, CYS Foster Homes, Pressley Ridge Youth Development Extension.

HSDF - HUMAN SERVICES DEVELOPMENT FUND: Federal funds through the U.S. Administration for Children and Families which support any of the State's established human service categories (i.e., Adult Services, Aging, Children and Youth, Drug and Alcohol, Mental Health, Intellectual disability or Homeless Assistance) or it can provide generic or specialized services. Generic services are existing, allowable services which are needed by consumers of two or more of the above-mentioned categorical programs. In Allegheny County, HSDF funding is currently targeted to support Adult Services, Aging, Children & Youth, Mental Health, Drug & Alcohol, and Homeless Assistance services and programs. Examples of funded HSDF services include the following:

ADULT SERVICES: Homemaker Services, Parenting, Life Skills Education Services and Counseling and Employment Services to Female Offenders.

AGING: Care Management for elderly crime victims, Health Promotion and Personal Care Home Volunteer Recruitment.

CHILDREN AND YOUTH: In-Home Counseling, Specialized Adoption Services and Community Based Services for juvenile offenders.

MENTAL HEALTH: Counseling, Case Management, Information & Referral.

DRUG AND ALCOHOL: Outpatient Services.

HOMELESS ASSISTANCE: Housing Relocation for large homeless Families, Mortgage Foreclosure Services and Nighttime Street Outreach.

HUD - THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

HUNGER PROGRAMS - The PA Dept. of Agriculture provides funding for two hunger / nutrition programs in Allegheny County:

THE STATE FOOD PURCHASE PROGRAM assists community emergency feeding organizations in preventing hunger and malnutrition by enabling counties to purchase, store and distribute food-to-food pantries, soup kitchens and shelters.

THE TEMPORARY EMERGENCY FOOD ASSISTANCE PROGRAM Distributes commodities from the U.S. Department of Agriculture, including canned tomatoes, beans, corn, beef, pork, peanut butter, butter, cheese, rice, flour, corn meal and honey.

I&E - INCOME AND EXPENDITURE REPORT

I&R - INFORMATION AND REFERRAL

ICF/MR - INTERMEDIATE CARE FACILITY FOR PERSONS WITH INTELLECTUAL DISABILITY: Facility providing residential living programs and medically related care that meets standards set by DHHS.

ICM - (MH) INTENSIVE CASE MANAGEMENT: A program designed to ensure the continuous care and support of persons with mental illness by assisting them in accessing appropriate mental health, social and education services in order to lead a more stable and health life in the community. ICM is characterized by a low consumer to staff ratio, usually fewer than 20 consumers to one staff person.

ICD-10 - INTERNATIONAL CLASSIFICATION OF DISEASES, 10TH REVISION: A statistical coding classification system, measures the incidence of disease, injury and illness.

IEP - INDIVIDUALIZED EDUCATIONAL PLAN:

In accordance with Pennsylvania Law 94-142 (Aid to Education for all Handicapped Children Act) and PL-95-602 (Developmentally Disabled Bill of Rights and Assistance Act), IEPs are developed for all students with disabilities to ensure that they are not discriminated against purely because of their disability. Applies to children beginning at age three (3).

INDEPENDENT SUPPORTS COORDINATION (or COORDINATOR): Formerly referred to as Case Management, includes activities that include, but are not limited to outreach, intake, assessment, referral to services, development of and periodic review with the individual / family of an individualized plan, access to and provision of services between agencies. It is the practice of locating, coordinating, and monitoring supports and advocating for individuals with intellectual disability. Performed by a ID professional who is employed for these purposes by an agency other than ID direct services providers. It is the responsibility of the Independent Supports Coordinator to assure effective and efficient delivery of services, therefore the agency providing Independent Supports Coordination will not provide services or other program supports to persons with intellectual disability.

INTERMEDIATE CARE / SKILLED NURSING FACILITIES: A facility that is licensed and certified to operate under Federal regulations pursuant to Title XIX of the Social Security Act. These facilities are required to provide 24-hour services including a wide range of programs geared toward enhancing residents' maximum independent living capabilities and their ultimate return to a less restrictive living arrangement. Examples include Kane Regional Centers, Verland Foundation, Allegheny Valley School, and Robinson Center.

INPATIENT HOSPITAL: The provision of medical and nursing services 24 hours a day in a hospital. The hospital shall be licensed by the Department of Health and accredited by the Joint Commission on the Accreditation of Hospitals as an acute care of general hospital or approved by the Department of Public Welfare as a psychiatric hospital. The client resides in the hospital setting.

INPATIENT NON-HOSPITAL: Consists of at least one of the following: residential treatment and rehabilitation, transitional type living facilities, and short-term detoxification (7 days or less in a residential facility).

INTENSIVE CASE MANAGEMENT: A series of coordinated staff activities, in conjunction with the client, that determine what services are needed and how these services will be coordinated and provided in a timely manner.

INTENSIVE OUTPATIENT: An organized non-residential treatment service in which the client resides outside the facility. It provides structured psychotherapy and client stability through increased periods of staff intervention. Services are provided according to a planned regimen consisting of regularly schedule treatment sessions at least 3 days per week, for a minimum of 5 hours per week, not exceeding 9.5 hours per week.

INTERVENTION (D&A): The provision of therapeutic intervention to persons experiencing crisis of a drug or alcohol related nature. No treatment regimen is adopted and referral is

provided if the need for long-term treatment is indicated. Activities include drop-in centers, hotline, driving while intoxicated, and occupational programs.

IOC - INVOLUNTARY OUTPATIENT COMMITMENT: Commitment for outpatient services at a service coordination unit.

IRETA – INSTITUTE FOR RESEARCH AND TRAINING IN ADDICTIONS: An organization that gathers information related to addiction research, health policy, prevention, intervention and treatment in the Commonwealth of Pennsylvania. IRETA disseminates information, provides training and education to professionals, conducts research and evaluation, and assists government in the formulation of policy. (412) 391-4449.

IV-INTRAVENOUS: Injection of a substance directly into a blood vessel (as in IV drug abuse).

IU - INTERMEDIATE UNIT: Step-down treatment unit within an inpatient provider system

JCAH - JOINT COMMISSION ON ACCREDITATION OF HOSPITALS: This is a national group whose function it is to accredit health and mental health service facilities on a voluntary basis in order to improve the quality of health and mental health care services and the environment in which the care is provided.

LAAM: Levo-alpha-acetylmethadol (also known as the Long Acting Methadone) is medication used for opioid maintenance therapy. It is long acting and requires that a client receive dosage every third day.

LOC - LEVEL OF CARE: One of the four care settings, primarily differentiated by the intensity of service provided and the degree of client monitoring provided. Each level is subdivided into Types of Service.

LOS - LENGTH OF STAY: the number of days and/or sessions attended by client in the course of primary treatment.

LTSR - LONG TERM STRUCTURED RESIDENCE: A group home model that can house up to 16 adults in a highly structured residential program. Unlike CRR, there is not an expectation that residents will necessarily move to another setting.

MA - MEDICAL ASSISTANCE: The federal program which provides medical (and certain medically-supervised) care to certain needy persons; administered by the state DPW; a fee-for-service reimbursement program which pays prescribed fees for approved services to licensed/approved service providers. Note: MA is a Pennsylvania state program. Medicaid (Title XIX) is the federal program that provides to states for various medical services to disabled and indigent families.

MEDICATION MAINTENANCE: The prescription of medication in sufficient doses to achieve stabilization or prevent withdrawal symptoms. This approach differs from drug free in that a maintenance substance is utilized throughout the treatment regimen. Slow withdrawal or

outpatient detoxification of the client from the maintenance substance is considered as part of maintenance. The ultimate goal of maintenance is to assist the client in permanently discontinuing the use of dependency producing substances.

MESSAGE CARRIERS: An organization that mobilizes, educates, offers peer to peer support services, and advocates eliminating the stigma and discrimination toward those affected by alcohol and other drug addiction in order to ensure hope health and justice for individuals, families and those in recovery. (412) 361-0142

METHADONE MAINTENANCE: A treatment approach that utilizes the prescription of methadone or 1-Alpha Acetyl Methadol (LAAM) to achieve stabilization. Detoxification from maintenance or slow methadone withdrawal is included in this category.

MH/ID ACT OF 1966: State law giving mentally retarded persons in Pennsylvania the right to adequate habilitation in the least restrictive setting. The Act requires the State and each County to create and maintain services to ensure this right. Individuals can bring an action to court to enforce rights guaranteed by the MH/ID Act of 1966.

MH/ID BOARD – ALLEGHENY COUNTY MENTAL HEALTH/INTELLECTUAL DISABILITY/DEVELOPMENTAL DISABILITIES BOARD: Comprised of thirteen members appointed by the County Executive to provide citizen input and assist the Director. The composition of the board, terms of service, duties, etc. are defined by the MH/ID Act of 1966. The Department of Public Welfare (Office of Mental Health and Office of Intellectual disability) is the Commonwealth entity responsible for the oversight of the MH/ID component.

MHA – MENTAL HEALTH AMERICA: A nonprofit organization which advocates for mental health and addiction recovery through education, collaboration, and public policy reform in order to strengthen the community. (412) 391-3820

MIS - MANAGEMENT INFORMATION SYSTEM: Allegheny County DHS management information system is known as **eCAPS**.

MISA - MENTAL ILLNESS/SUBSTANCE ABUSE: Term used to indicate the existence of co-existing disorders of substance use and mental illness.

MODALITY: Treatment method or activity such as detoxification, drug fee, etc.

NA - NARCOTICS ANONYMOUS: Self-help group for individuals who have problems with drugs. (412) 391-5247

NAMI - NATIONAL ASSOCIATION FOR MENTAL ILLNESS: A nonprofit organization dedicated to the eradication of mental illnesses and to the improvement of the quality of life for persons of all ages who are affected by mental illnesses. 412-366-3788

NAR-ANON: Self-help support groups for family members and teens that have a family member/parent with drug problems.

NIAAA - NATIONAL INSTITUTE ON ALCOHOL ABUSE AND ALCOHOLISM: The unit within the U.S. Department of Health and Human Services, National Institutes of Health, which is responsible for the research, development and dissemination of (new) knowledge in the field of alcohol abuse and alcoholism.

NIDA - NATIONAL INSTITUTE ON DRUG ABUSE: A unit within the U.S. Department of Health and Human Services, National Institutes of Health, which is responsible for the research, development and dissemination of (new) knowledge in the field of drug abuse and addiction.

NIH - NATIONAL INSTITUTES OF HEALTH: U.S. Department of Health and Human Services Research Component.

NIMH - NATIONAL INSTITUTE OF MENTAL HEALTH: The federal department within the U.S. Department of Health and Human Services responsible for the research, development and dissemination of (new) knowledge in the field of mental disorders.

OA – OVEREATERS ANONYMOUS: Self-help group for individuals who have problems with overeating or controlling their weight.

OCCUPATIONAL PROGRAM: The provision of consultation, education, training and referral services to industry to assist employees whose job performance is deteriorating due to substance abuse.

OCYF - OFFICE OF CHILDREN, YOUTH AND FAMILIES: State agency within DPW that provides services aimed at assuring a healthy and safe living environment for children and youth.

OIM - OFFICE OF INCOME MAINTENANCE, PENNSYLVANIA DEPARTMENT OF PUBLIC WELFARE

OMA - OFFICE OF MEDICAL ASSISTANCE PROGRAMS: This state office administers the joint State/Federal Medicaid Program, under which Pennsylvania residents can receive the following services: inpatient hospital care, prescription drugs, home health care, nursing home care, outpatient psychiatric care, drug and alcohol clinic visits, dental, physician, and other medical services. Eligibility for the program is determined by the County Assistance Offices, and individuals found eligible can participate in HealthChoices for their physical and behavioral health care services.

OMHSAS - OFFICE OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES: State office within the PA Department of Public Welfare that administers and manages the mental health block grant program as well as the behavioral health programs covered by HealthChoices.

ONDCP - OFFICE OF NATIONAL DRUG CONTROL POLICY: The White House Office of National Drug Control Policy (ONDCP), a component of the Executive Office of the

President, was established by the Anti-Drug Abuse Act of 1988. ONDCP establishes policies, priorities, and objectives for the Nation's drug control program. The goals of the program are to reduce illicit drug use, manufacturing, and trafficking, drug-related crime and violence, and drug-related health consequences

OTHER CHEMOTHERAPY: A drug & alcohol treatment approach that includes using a primary medication for other than detoxification purposes. Other chemotherapy implies continued doses of medication for temporary symptomatic relief.

OUTPATIENT: The provision of counseling or psychotherapeutic services, generally of short duration on a regular and predetermined schedule. The client resides outside the facility.

OPIATES: Includes heroin, morphine, opium, illegally obtained methadone and any similar narcotic substance derived from the opium poppy plant or manufactured by laboratory methods.

OVR - OFFICE OF VOCATIONAL REHABILITATION: Under the state office of the Department of Labor and Industry. It administers the provision of rehabilitation services that are geared to promote the employability of certain disabled persons. (412) 392-4950

PACDAA - PENNSYLVANIA ASSOCIATION OF COUNTY DRUG & ALCOHOL ADMINISTRATORS: An organization composed of Single County Authority Drug & Alcohol Providers in Pennsylvania who meet on a regular basis to discuss issues that pertain to the drug and alcohol service provider community and to the clients they serve. The organization provides a forum for providers to analyze and formulate opinions on major topics and issues disseminated from the State Office of Drug and Alcohol Programs.

PARTIAL HOSPITALIZATION: The provision of psychiatric, psychological, social and other therapies on a planned and regularly scheduled basis. Designed for those clients who could benefit from more intensive services than are offered in outpatient treatment projects, but who do not require 24-hour inpatient care.

PCBH - PERSONAL CARE BOARDING HOME: A personal care boarding home for adults means any premises operated for financial consideration where food, shelter, personal assistance or supervision are provided for a period exceeding 24 consecutive hours. It is for more than three adults who are not relatives of the operation and who require assistance or supervision in ADL's such as dressing, bathing, diet or medication prescribed for self-administration; but do not require hospitalization or care in skilled nursing or intermediate care facility. (The legal base for regulation is Article IX of the Public Welfare Code, Act of June 13, 1967, P.L. 31, No. 21, 62 P.S. subsection 901, et. seq., and subsection 1001, et. seq. as amended and Act 1980 - 105).

PCPC - PENNSYLVANIA CLIENT PLACEMENT CRITERIA: D&A assessment tool that measures the type of placement and services required to meet the client's needs.

PEER SUPPORT SERVICES: Services provided by consumers for consumers.

PENNFREE BRIDGE HOUSING PROGRAMS: Provide transitional housing and needed supportive services for a period of three months to one year to homeless drug, alcohol or dual-diagnosed individuals and/or families.

PERSON CENTERED PLANNING (PCP): Services planning which assists a person to achieve his/her goals by emphasizing the individual's gifts, talents, skills and challenges. Person centered planning recognizes that individual needs and wants may change and the services and supports needed will also change. Services are viewed as vehicles to enhance each person's well-being, independence, productivity and capacity for appropriate social interaction.

PFA - PROTECTION FROM ABUSE ORDER.

PIN - PARENTS INVOLVED NETWORK: A statewide group of parents with children who have mental health problems.

POTADA – PARENTS OF TEENAGE ALCOHOL AND DRUG ABUSERS: A support group for parents and other adult relatives in the Pittsburgh, PA area who have children who are abusing drugs and alcohol. The only requirement for membership in POTADA is that there is a problem of chemical use by a child, regardless of age. (412) 833-9298.

PREVENTION: An alcohol and other drug abuse program component aimed at reducing the possibility of substance abuse, before it occurs, through the promotion of functional and positive intra/inter-personal skills, attitudes, alternatives and behaviors that impact upon the formulation of lifestyles likely to exclude substance dependency. Programs with these goals are developed with local input, and can be directed at individuals and significant others (parents, siblings, spouses, teachers and/or the social context of the individual). Prevention programs include Education/Information activities and seminars with groups in schools, clubs and industry on a wide variety of drug and alcohol related topics and alternatives to drug and alcohol use.

PRIMARY SUBSTANCE OF ABUSE: The major addictive substance that has caused the most dysfunction.

PRO-A – PENNSYLVANIA RECOVERY ORGANIZATIONS ALLIANCE, INC.: A grassroots advocacy initiative founded to promote the rights of - and ensure opportunities for - those still suffering from the disease of addiction, members of the recovery community, and their family members. Message Carriers is the regional affiliate of Pro-A.

PSYCHIATRIC EVALUATION: Diagnostic assessment completed by a physician specializing in the practice of psychiatry.

PSYCHOLOGICAL EVALUATION: Standardized testing completed by a certified or licensed psychologist.

PSYCHOSOCIAL REHABILITATION: Long-term (MH) non-medical programs providing rehabilitation and/or support services to people with serious mental illness.

PT - PHYSICAL THERAPY / THERAPIST.

PD - PUBLIC DEFENDER: Provides legal counsel to indigent defendants. When appointed by the Court, the PD must also furnish legal counsel to persons subject to commitment under the Mental Health and Intellectual disability Act of 1966.

QA - QUALITY ASSURANCE: Monitor the quality and cost of consumer care and the use of available facilities in consumer care services. The objective is to provide a professional accountability system operating at all levels of service delivery.

RECOVERY: Process by which an individual reclaims his/her life through engagement in treatment for his/her addictions. Successful recovery does not change the fact that the addiction has occurred, or that the effects of the disease may still be present; it does however mean that one finds ways to move on, to develop new dreams and make them come true.

RESPITE CARE: Short-term residential placement of a person with developmental disabilities who is living with his/her family. The temporary placement outside the home allows the family some time away from the routine of caring for their disabled family member. Care takes place in a CLA or in a Respite Setting.

RFP - REQUEST FOR PROPOSAL: Document requesting program and budgetary estimates for a particular project or service from an agency according to stated specifications.

RTF - RESIDENTIAL TREATMENT FACILITY. (Children's system).

SAMHSA - SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES

ADMINISTRATION: an agency of the U.S. Department of Health and Human Services (HHS); was established by an act of Congress in 1992 under Public Law 102-321. SAMHSA was created as a services agency to focus attention, programs, and funding on improving the lives of people with or at risk for mental and substance abuse disorders.

SAP - STUDENT ASSISTANCE PROGRAM: Mental Health and Drug & Alcohol funding from the State and Federal Government to provide prevention, education and treatment services to school-aged children within area school districts. This program involves the joint interaction of parents, school personnel, and community mental health and drug & alcohol specialists to enable students to receive the needed services with minimal disruption to their lives.

SUBSTANCE ABUSE PREVENTION AND TREATMENT BLOCK GRANT: Provides funding to States by formula to plan, carry out, and evaluate activities to prevent and treat substance abuse

SBIRT - SERVICE, BRIEF INTERVENTION, REFERRAL, AND TREATMENT:

Discontinued pilot program that was funded by a BDAP grant that attempted to identify individuals who were in the early stages of alcohol or drug abuse by working with the person's primary care physician.

SCA - SINGLE COUNTY AUTHORITY: The agency designated by the local authorities in a county or joinder to plan, fund and administer drug and alcohol activities in that county or joinder. The SCA consists of the planning council/executive commission, the specialist/executive director, and, in the case of the planning council option, the MH/ID administration. The local authorities are the final fiscal and management authority. The SCA in Allegheny County is a unit of the Office of Behavioral Health

SCHIZOPHRENIA: A group of disorders characterized by disturbances in language, communication and thought, including hallucinations; incorrectly called "split personality".

SELF-HELP GROUPS: Groups developed and led by individuals that support their recovery and that of their peers. Alcoholics Anonymous (AA) is an example of a self-help group.

SERVICE COORDINATION: A series of coordinated staff activities, in conjunction with the client, that determine what services are needed and how these services will be coordinated and provided in a timely manner.

SERVICE PROVIDER: An individual or agency that directly delivers treatment and/or services to a client.

SHELTER: The provision to the client of food, clothing, hygienic facilities, referral service and overnight facilities in a supportive atmosphere.

SMH - STATE MENTAL HOSPITAL

SMI - SERIOUS MENTALLY ILLNESS: Sometimes referred to as S&PMI (Seriously and Persistent Mentally Illness). OMHSAS has established specific diagnostic levels of functioning and service-use criteria to define SMI for purposes of classification and eligibility for Intensive Case Management.

SNF - SKILLED NURSING FACILITY: State-licensed private facility that provides 24-hour a day care and supervision. Nursing homes are equipped to provide medical care and may be an appropriate residential placement for mentally retarded persons with ongoing, complicated medical problems.

SSDI - SOCIAL SECURITY DISABILITY INSURANCE: A federally funded program that provides financial support for individuals with disabilities under 65 years of age who have a work history.

SSI - SUPPLEMENTAL SECURITY INCOME: A federal program under Social Security Administration that provides financial assistance to eligible individuals who are needy and are aged, blind or persons with disabilities.

SUPPORTED EMPLOYMENT: Combines placement of persons with severe disabilities in competitive jobs with on-the-job training and long-term support services.

SUPPORTED HOUSING: Programs that provide transitional and/or permanent housing along with needed supportive services for individuals (and in some cases their families) who are homeless, have drug or alcohol addictions, or are dually diagnosed.

TAC - THERAPEUTIC ACTIVITY CENTER: An (MR/DD) education and prevocational setting for adults with mentally retardation/developmental disabilities.

TANF – TEMPORARY ASSISTANCE FOR NEEDY FAMILIES: A Bureau within the Office of Family Assistance that has primary responsibility for the administration of the programs authorized under titles IV-A and XVI of the Social Security Act.

Through its divisions and program units, the Bureau provides assistance and work opportunities to needy families by granting states, territories and tribes the federal funds and wide flexibility to develop and implement their own welfare programs. The assistance is time-limited and promotes work, responsibility and self-sufficiency.

TARGET POPULATION: The specific subset of a risk population designated as the real or potential program recipients.

TITLE XIX PROGRAM: A federal program to fund consumers in community settings.

TITLE XX PROGRAM: A federal program to fund social services.

TRANSITIONAL LIVING: The provision of psychosocial rehabilitation and supportive services in a supervised residential setting. No formal counseling/psychotherapy is provided on site. Services include drug and alcohol education and specialized training designed to provide recovering chemically dependent persons with life coping skills necessary for substance free independent living. This is a live in/work out situation. Generally, patients reside in the facility for one to six months.

TREATMENT: Medical services and/or supportive services provided by qualified practitioners to meet the clinic needs of clients.

TYPE OF SERVICE: Services provided within the different levels of care. There are currently nine types of service.

UAD – Underage drinking

UDCS - UNIFORM DATA COLLECTION SYSTEM: The client management facet, the fiscal management facet, and the program management facet set of forms developed and maintained by the Department of Health.

UR - UTILIZATION REVIEW: The process of using predefined criteria to evaluate the necessity and appropriateness of allocated services and resources to assure that the provided services are necessary, cost efficient and effectively utilized.

VOUCHER: A written document that evidences the propriety of a transaction and usually indicates the accounts in which they are to be recorded.

WET SHELTER: A term used to describe the provision of food, clothing, hygienic facilities, referral service and overnight facilities in a supportive atmosphere that does not require the client to be alcohol or drug-free to participate in the shelter services.

WRAP – WELLNESS RECOVERY ACTION PLAN: A self-help tool that empowers the person to work on and maintain his/her own recovery. It is flexible, individualized, easy to learn, and easy to update. It includes sections on developing a wellness toolbox, identifying triggers and warning signs, averting a crisis, and developing a crisis plan.

WRAP-AROUND SERVICES:

PENNSYLVANIA DEFINITION: Behavioral Health Rehabilitation Services (BHRS), which "wrap" around existing services. BHRS is a Medicaid-funded program providing trained professional support for children under age 21 to reduce or replace problem behavior with positive, socially appropriate behavior. Wraparound services are family and child-centered, and they can take place in variety of settings, not just one place.

ALLEGHENY COUNTY OBH DEFINITION: Services developed according to a process that encompasses the following principles: family voice and choice; team-based; natural supports; collaboration; culturally competent; individualized; strengths-based; persistence; and outcome-based.



Mental Health Advance Directives Tips for Talking with Clients

How To Explain What a Mental Health Advance Directive Is:

Some people write down what kind of medications or other mental health treatments they want or don't want so that their providers will be able to respect their treatment choices if there is ever a time they are not able to make these choices known. These instructions can be recorded in a legal document called a Mental Health Advance Directive, or an MHAD, which can guide your mental health treatment if you are ever unable to make treatment decisions.

What Kinds of Decisions and Information Can a Person Include In Their MHAD?

You may choose to include decisions and information about the medications that you want and don't want to take, electroconvulsive therapy (ECT), crisis management, wellness plans, dietary needs, health history, religious preferences, family notification, and other important aspects of mental health care.

Who Can Complete an MHAD?

Anyone over the age of 18 (or emancipated minors) with capacity can complete an MHAD. People are presumed to have capacity unless a psychiatrist and another mental health professional have done an evaluation and determined that they do not.

What Are the Benefits of an MHAD?

An MHAD

- Allows you to take responsibility for your own treatment.
- May help you to feel more comfortable seeking treatment when you feel you need it because you know your preferences will be respected.
- May help you get better treatment, faster because an MHAD includes what treatments work and do not work for you.
- Encourages a discussion of your preferences with your support folks and treatment providers.

Legally binding instructions:

Medication Choices
Electroconvulsive Therapy (ECT)
Participation in Drug Trials
Participation in Experimental Studies
Information about Treatment History
Crisis Management Plans
Dietary Needs that are Medically Necessary

Preferences

Honoring your preferences will help providers to assist you with your recovery.
Who Should Be Called
Who Will Care for your Children or Pets
Dietary and Religious Choices
Which Hospital You Prefer
Other Important Information

Where Can a Person Get More Information About, or Help Completing an MHAD?

The MHAD Hotline at Mental Health America Allegheny County:

1-877-868-2159 | www.mhaac.net/mhad.asp

MENTAL HEALTH PROCEDURES ACT CHECKLIST

SECTION No./ PURPOSE	GENERAL REQUIREMENT	WHO MAY APPLY	FORM & APPLICATION	HEARING REQUIRED	EXAMINATION/ EVALUATION	WHO MAKES DECISION	DURATION OF COMMITMENT/ TREATMENT
<u>SECTION 201</u> Voluntary Examination Treatment	Voluntary consent to receive inpatient treatment	Any Person 14 years or older Parent or guardian if under 14 years If 14 to 17 years old, parents must be notified and informed of their right to object	Signed consent to inpatient treatment Form MH – 781 a.b.c. as necessary. MH – 782 Bill of Rights	NO	By Physician	Examining Physician	Indefinite stay is permitted. Must give up to 72 hours notice to withdraw . If applicable.
<u>SECTION 302</u> Involuntary Emergency Examination & Treatment	Severe mental disability based upon clear and present danger to self or others. Overt behaviors or threats with acts to further the threats occurring within past 30 days.	1) Any responsible person may apply to the County Administrator or his/her delegate. Form MH- 783 2) Upon personal observation of Section 302 Behavior, any physician, police or authorized person may take person to an approved facility.	1) In writing signed by petitioner. Approved by County Administrator or his/her delegate. Form MH-783 2) Form may not be required until person is at the facility	NO	By Physician at designated facility. Within 2 hours of arrival if 302 is authorized prior to arrival at Emergency Room or within 2 hours of authorization time if 302 is authorized after arrival time.	Examining Physician	May not exceed 120 hours Patient may be subject to 303 commitment Patient may convert to voluntary status. May be overturned by Examining Physician.
<u>SECTION 303</u> Extended Involuntary Emergency treatment	Physician is currently subject to 302 commitment and needs extended and continued treatment.	Physician or Director of facility or any responsible person	In writing, signed by petitioner. Form MH – 783 must be completed and faxed to County MH Office within 72 hours of 302 authorization time.	YES	By Physician	Mental Health Review Officer (MHRO)	May not exceed 20 days from date of hearing. Commitment may be to inpatient, partial hospitalization or outpatient. Patient May be subject to 304B commitment. Patient may be subject to voluntary status or Patient may be discharged by Physician any time during 20 days.

MENTAL HEALTH PROCEDURES ACT CHECKLIST

SECTION No./ PURPOSE	GENERAL REQUIREMENT	WHO MAY APPLY	FORM & APPLICATION	HEARING REQUIRED	EXAMINATION/EVALUATION	WHO MAKES DECISION	DURATION OF COMMITMENT/TREATMENT
<u>SECTION 304B</u> Court Ordered Involuntary Treatment for persons subject to Involuntary Treatment	Physician is currently subject to 303 commitment and needs extended and continued treatment.	Physician or Director of facility or County Administrator	In writing, signed by petitioner. Form MH – 783 and Form MH – 785a must be completed and faxed to County MH Office within 15 days of 303 commitment	YES	By Physician	Mental Health Review Officer (MHRO) makes recommendation, final Court Order signed by Orphan's Court Judge.	May not exceed 90 days from date of hearing. Commitment may be to inpatient, partial hospitalization or outpatient. Patient May be subject to further Court Ordered 305 Commitment. Patient may be subject to voluntary status or Patient may be discharged by Physician any time during 90 days.
<u>SECTION 304C</u> Court Ordered Involuntary Treatment for Persons NOT presently subject to Involuntary Treatment	Same criteria as 302 but less than emergency basis. Patient must be given 72 hours notice of filing before Hearing.	Any responsible person.	In writing, signed by petitioner. Form MH – 785	YES	Court may order an outpatient psychiatric evaluation.	Mental Health Review Officer (MHRO) makes recommendation, final Court Order signed by Orphan's Court Judge.	May not exceed 90 days from date of hearing. Commitment may be to inpatient, partial hospitalization or outpatient. Patient May be subject to further Court Ordered 305 Commitment. Patient may be subject to voluntary status or Patient may be discharged by Physician any time during 90 days.
<u>SECTION 305</u> Court Ordered Involuntary Treatment for persons subject to Involuntary Treatment Treatment	Physician is currently subject to 303 commitment and needs extended and continued treatment.	Physician or Director of facility or County Administrator	In writing, signed by petitioner. Form MH – 785a must be completed and faxed to County MH Office within 85 days of 303 commitment	YES	By Physician	Mental Health Review Officer (MHRO) makes recommendation, final Court Order signed by Orphan's Court Judge.	May not exceed 180 days from date of hearing. Commitment may be to inpatient, partial hospitalization or outpatient. Patient May be subject to further Court Ordered 305 Commitment. Patient may be subject to voluntary status or Patient may be discharged by Physician any time during 180 days.

MENTAL HEALTH PROCEDURES ACT CHECKLIST

SECTION No./ PURPOSE	GENERAL REQUIREMENT	WHO MAY APPLY	FORM & APPLICATION	HEARING REQUIRED	EXAMINATION/ EVALUATION	WHO MAKES DECISION	DURATION OF COMMITMENT/ TREATMENT
<p><u>SECTION 306</u></p> <p>Transfer of Person in Involuntary Treatment</p> <p>1) To a MORE RESTRICTED SETTING (example from out-patient to in-patient or from community in-patient to State Hospital).</p> <p>2) To a LESS RESTRICTED setting (Example from State Hospital to Community Hospital or from Community Hospital to out-patient treatment).</p>	<p>a) Non-compliance with treatment plan. Mental illness present at time of commitment has not improved.</p> <p>b) Patient complies with treatment but mental condition has deteriorated. Mental illness present at time of inpatient commitment has improved.</p> <p>Documented need for involuntary treatment.</p>	<p>Physician or Director of facility or County Administrator</p> <p>Director of facility or County Administrator</p> <p>Physician or Director of facility.</p>	<p>In writing signed by petitioner.</p> <p>Form MH – 788 and MH – 788.1</p> <p>In writing signed by petitioner.</p> <p>Form MH – 788 and MH – 788.1</p> <p>In writing signed by petitioner.</p> <p>Form MH – 788.2</p>	<p>YES</p> <p>YES</p> <p>YES</p>	<p>By Physician</p> <p>By Physician</p> <p>By Physician</p>	<p>Mental Health Review Officer (MHRO) makes recommendation, final Court Order signed by Orphan’s Court Judge.</p> <p>Mental Health Review Officer (MHRO) makes recommendation, final Court Order signed by Orphan’s Court Judge.</p> <p>Mental Health Review Officer (MHRO) makes recommendation, final Court Order signed by Orphan’s Court Judge.</p>	<p>Not to exceed the number of days remaining on the current 303, 304 or 305 Commitment Order</p> <p>Not to exceed the number of days remaining on the current 303, 304 or 305 Commitment Order</p> <p>Not to exceed the number of days remaining on the current 303, 304 or 305 Commitment Order</p>



PA 2-1-1

CONNECTING PEOPLE WITH THE HELP THEY NEED

PA 2-1-1 Southwest is a FREE resource and information hub that connects people with community, health and disaster services in 11 counties through a free, 24/7 confidential phone service and online.

NEED HELP?

2-1-1 is here to help you.

Online

<http://pa211sw.org>

Phone

Dial 2-1-1

Or 888-553-5778

Or 7-1-1 if you are hearing impaired.

E-mail

info@pa211sw.org

Children Youth & Families Liaison

Mobile Phone

<https://pa211sw-mobile.communityos.org/zf/profile/search>

Some Frequently Asked Questions About the Pennsylvania Mental Health Act of 1976

The following overview is provided for informational purposes only. Please contact the County Mental Health Delegate or an attorney for a specific explanation of this law.

What is the Mental Health Procedures Act?

It is the statute concerning the voluntary and involuntary treatment of seriously mentally ill individuals in Pennsylvania. It applies to all psychiatric hospitalization in the state.

What is meant by a “201”?

Section 201 is that part of the Act relating to voluntary consent for a psychiatric examination and treatment. Anyone 14 years of age or older can consent to inpatient treatment. Admission is based on the determination of psychiatrist that this level of care is needed.

What is meant by a “302”?

Section 302 is the part of the Act relating to treatment without consent for observed behavior constituting a clear and present danger to the individual and/or others. The behavior must have occurred in the past 30 days. Under Section 302 (a) any responsible party can petition for an involuntary evaluation by stating that an individual may be severely mentally disabled.

What condition may result in an involuntary hospitalization?

Being severely mentally disabled and posing a clear and present danger to yourself or to others. This may include actual or attempted substantial self-injury, attempted or inflicted serious bodily harm to another, acting in a manner that indicates that you may not be able to take care of yourself without assistance, or attempting suicide or showing high risk of suicide.

What is a warrant?

Reports that someone is a risk because of mental illness go to the County Mental Health Delegate. If the Delegate determines that the behavior meets the Act's criteria, a warrant is issued. This authorizes a representative of the County Mental Health Administrator or the police to take someone for psychiatric examination. No arrest or criminal charges are involved.

Who is the County Mental Health Delegate?

The authority for Section 302 determinations rests with the County Mental Health Administrator. The Administrator can delegate responsibility to individuals who act on her or his behalf. The Delegates assure fair, correct, and appropriate administration of the procedure for an involuntary admission. In regard to Section 302 (a) they assess reports in deciding to issue a warrant.

What is the responsibility of a petitioner?

An individual who files a petition must truthfully describe in writing the behavior that they witnessed in the past 30 days that supports their belief that an individual is a clear and present danger to herself/himself or others. The petitioner may be asked to attend a hearing to testify about the information that they gave about the individual's behavior.

Does filing a petition result in an individual's hospitalization?

The petition may lead to a psychiatric examination if the Delegate feels that one is needed. Hospitalization is decided by the examining psychiatrist based on the requirements of the Act, the information in the petition, and an examination of the individual. Many who receive an examination are helped by counseling or other services without hospitalization.

Can the police or a physician get a psychiatric examination for a mentally ill individual?

Under Section 302 (b) police officers or physicians can take an at risk individual to a psychiatric facility without a warrant. This must be based upon personal observation that an individual's behavior indicates that he or she could be severely mentally disabled and pose a clear and present danger to herself/himself. Admission depends on a psychiatrist's examination.

What type of hospital may provide involuntary treatment?

The Act authorizes the County Administrator to designate one or more providers of involuntary hospitalization. This may be provided by a psychiatric hospital or a psychiatric unit at a general hospital. MCES, Inc. is the sole designated facility for this service in Montgomery County, PA.

How long may an involuntary hospitalization last?

Section 302 provides for an involuntary admission for a period not to exceed 120 hours. Section 303 provides for an extension of involuntary treatment (inpatient or outpatient) for up to 20 days. The extension is determined on the basis of a hearing with the Mental Health Review Officer, an official of the Court of Common Pleas, who can order extended care.

What if the patient continues to need involuntary care?

Section 304 (b) provides for extended treatment of individuals subject to a prior Section 303 ruling. Involuntary treatment (inpatient or outpatient) may be extended for up to 90 days. Section 305 provides for extensions up to 180 days.

What if an individual does not comply with outpatient treatment?

Outpatient treatment such as medication, individual or group counseling, or other therapy may be needed. If an individual does not comply with the mandated treatment (one example is noncompliance with medications), Section 306 of the Act provides that he or she may be mandated to have a hearing to determine the need for treatment in a more restrictive setting.

What is a mental health hearing?

It is a civil (non-criminal) proceeding to determine if additional treatment is needed. Hearings are non-adversarial and usually brief. Participants are guided by an attorney on their roles.

What happens at a mental health hearing?

Petitioners or others testify about the behavior that they have observed. The patient may testify and call witnesses. An attorney known as the County Mental Health Solicitor represents the treatment facility. The psychiatrist reports on the individual's mental illness. The Mental Health Review Officer decides if continuing treatment is necessary.

Can patients have legal representation at mental health hearings?

The Public Defender's Office provides representation at no cost to patients at mental health hearings. Private attorneys may also provide representation at the patient's expense.

May the patient waive the right to a hearing?

Yes, under the Act the patient has the right to agree to or to stipulate to an extension of their treatment, in which case a hearing is not necessary. Stipulation means that the patient and her/his attorney agree with the facility that a given period of ongoing treatment is acceptable.

What if an inmate of a detention facility or jail experiences a behavioral health crisis?

Individuals incarcerated in county prisons or in detention at municipal jails or holding facilities may also be eligible for an involuntary hospitalization if they meet the criteria of Section 302.

Posted 08.22.01
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