

## Terms & Acronyms

**Accessibility** - An architectural feature, which allows people who use wheelchairs to get in and around buildings. A building that is accessible is **free of architectural barriers**.

**Accreditation** - The process of assessing a **service provider** for compliance with a set of written quality standards for services that have been established by a recognized independent, nonprofit organization whose goals are to enhance and ensure the quality of services in given service-delivery areas.

**Accreditation Council on Services for People with Disabilities (The Accreditation Council)** - A national organization which establishes standards to be met in the provision of services for individuals with **developmental disabilities**.

**Adapted Physical Education Area Board on Developmental Disabilities** - Responsible for monitoring to protect/advocate the rights of people with developmental disabilities.

**ADA Allowances** - Average Daily Attendance - a per pupil accounting of student attendance. The state of California pays districts based on total ADA for all students.

**ADD (Attention Deficit Disorder)** - persistent pattern of inattention and/or hyperactivity - impulsively that is more frequent and severe than is typically observed in individuals at a comparable level of development and that interferes with developmentally appropriate social and academic functioning.

**AE (Age Equivalent)** - A way of reporting test scores in which the score is equal to that of an average child of that age (e.g., an age equivalent score of 8.6 means that the child did as well as an average child who is 8 years and 6 months old.

**Adult Development Center** - A day program that serves people who need assistance to learn basic self-help, communication and socialization skills for movement toward vocational independence. In practice, these programs are often **segregated** but need not to be.

**Advocacy** - Helping to represent the interests of another as if they were one's own. People who do this are known as advocates.

**Age-appropriate** - The consideration of the chronological age of the person in the use of activities, instructional locations and techniques.

**Age of Majority** - When an individual with exceptional needs reaches the age of 18, the district provides notice of procedural safeguards to the student and his/her parents. All rights accorded to a parent then transfer to the student. Beginning at least one year before, the student's IEP must include a statement that the student has been informed of this notice.

**Ambulatory** - A person who can move about independently without mechanical assistance is a person who is ambulatory.

**Americans with Disabilities Act (ADA)** - This statute, enacted in 1992, gives civil rights protections to individuals with disabilities that are like those provided to individuals on the basis of race, sex, national origin, and religion. It guarantees equal opportunity for individuals with disabilities in employment, public accommodations, transportation, State and local government services and telecommunications.

**A.N.D.I. - A Normalization and Development Instrument** was designed by the **Department of Developmental Services** to screen and evaluate the effectiveness and basic quality of day and residential programs according to **normalization** standards.

**APE** - Adapted Physical Education

**Appropriate Placement** - A school placement in which the Individualized Education Program (IEP) of a student can be implemented

**Architectural Barrier** - A feature of a setting that prevents people with disabilities from using it. When these barriers are removed, the setting is said to be "barrier free" and implies full **accessibility**.

**Area Boards** - Thirteen Area Boards help make sure people with **developmental disabilities** get the things they need. They help with: **advocacy**; public information about disabilities; planning new programs; monitoring existing programs; and making sure that people work together in providing services.

**Articulation** - The process of executing movements of the speech organs (tongue, lips, jaw, vocal cords) to produce speech sounds.

**Assessment** - The gathering of information about the student to determine his or her eligibility for special education and service needs. It may include tests, observations, interviews and a review of school records or student work samples. The process used to determine if a person is eligible for **regional center** services and to identify treatment needs.

**Assistive Technology** - Any item, piece of equipment, product, or system, whether acquired commercially, modified, or customized, that is used to increase, maintain, or improve the functional capabilities of students with disabilities.

**Auditory Discrimination** - The ability to detect differences in sounds and to sort and compare them with each other.

**Autism** - Autism - a developmental disability significantly affecting verbal and nonverbal communication and social interaction, generally evident before the age of three. Autism is a behavioral syndrome, which means that its definition is based on patterns of behavior that a person exhibits. Individuals with autism vary widely in ability and personality. It is a neurological disability that although it affects the functioning of the brain, the specific cause is unknown. Autism Spectrum Disorder encompasses a broad definition of autism that includes related disabilities such as Asperger Syndrome and Pervasive Developmental Disorder.

**Aversive Treatment** - A potentially harmful procedure used to help people reduce certain negative behaviors.

**AU** - Administrative Unit (same as RLA)

**B**

**Behavior Intervention** - Acceptable interventions include positive behavioral support strategies that do not cause pain or trauma, and that which respect the student's individual needs and dignity.

**Behavior Modification** - A way to help people acquire behaviors by structuring the person's environment to reinforce or reward positive behaviors.

**Behavior Management Program** - A time-limited day program that serves adults with a severe behavior disorder and or **dual diagnosis** (mental retardation and mental illness) who, because of their behavior problems are not eligible for, or acceptable in any other day program.

**Board and Care** - Residential facilities licensed by the State **Department of Social Services**, Community Care Licensing Division. These licensing categories include three types of facilities: 1) ADULT RESIDENTIAL FACILITY: serves adults with developmental or mentally disabled, ages 18-59 years; 2) GROUP HOME: serves individuals birth through 17 years old with a structured environment with services provided by staff employed by the licensee; 3) SMALL FAMILY HOME: serves persons with developmental disabilities, mental disorders or physical handicaps aged birth through 17

**C**

**CA** - Chronological Age - The actual age of a student on a given day (e.g., Mary's age is 7 ears 4 months).

**CAC** - Community Advisory Committee - Those persons appointed to advise the SELPA on various aspects of the Local Plan

**California Children's Services (CCS)** – A statewide program that assists children under the age of 21 who have a serious medical condition and require specialty medical care.

**California Master Plan** - A plan to help provide services for students with disabilities in the California School System. It describes who is disabled and what types of services are available and how they will be offered.

**CAPD** - Central Auditory Processing Disorder - A reduced or impaired ability to discriminate, recognize or comprehend auditory information. Broadly defined it is "**what we do with what we hear**".

**C.A.R.F.** - A survey conducted by the Commission on the Accreditation of Rehabilitation Facilities, designed to evaluate the effectiveness of various types of employment programs and preemployment programs and services.

**Care Provider** - Operator of a licensed **community care facility**. (CCF)

**Case Carrier** - The person designated by the IEP team to take the lead in monitoring a student's progress toward meeting IEP goals and objectives. The case carrier also ensures that legal timelines and mandates are met for each student on their caseload.

**CBEDS** - California Basic Educational Data System - a count required by the State of California each October of all school children and staff; provides a basis for determining the percentage of special education students to be funded.

**CCS** - California Children's Services - An agency that provides physical and occupational therapy for medically eligible students.

**CD** - Communicatively Disabled - Includes pupils who are deaf, hard of hearing, aphasic, severely language impaired, or who have other speech and/or communication disorders.  
**CBI** - Community Based Instruction - Instruction in the skills needed to function in community settings. Instruction takes place both in the community and in the classroom.

**CDE** - California Department of Education

**CEC** - Council of Exceptional Children - a professional organization for parents, teachers, administrators, and others who deal with children with disabilities.

**Cerebral Palsy (CP)** - Problems with muscle control and coordination as a result of trauma to parts of the brain at birth or during early life.

**Chronological Age (CA)** - The actual age of a student on a given day (e.g., Mary's age is 7 years 4 months).

**Citizen Advocacy** - A program designed to foster a close voluntary friendship between a person whose rights may be in danger and another who is informed about the person's rights and is willing to advocate for them.

**Client Developmental Evaluation Report** - A diagnostic and evaluation instrument used by regional centers. All regional center clients are evaluated with C.D.E.R.

**Client Program Coordinator (CPC)** - Also called Case Manager, a person responsible for the overall planning, coordination and implementation of an Individual Program Plan. Regional Centers employ Client Program Coordinators.

**Client Rights Advocate** - A specific staff member designated to assist individuals with special developmental needs to exercise all rights guaranteed by law.

**Community-Based Day Programs** (State definition) - Programs which are located in the community rather than at a **State Developmental Center** (DC) and which provide service to regional center clients on an hourly or daily, but less than 24 hour basis. Only the following programs are community-based day programs: **Activity Center, Adult Development Centers, Behavior Management Programs, Independent living Programs, Infant Early Intervention Programs and Social Recreation Programs.**

**Community Based Program** (Provider definition) - A program where the vast majority of classes and activities for participants occur in the participant's local natural environment and not in a **segregated** setting.

**Community Care Facility (CCF)** - Facilities (majority with six beds or less) which provide residential services (room and board) along with varying degrees of supervision.

**Community Integration** - Presence, participation and interaction in natural environments.

**Community Colleges (C.C.S)** - Two year higher education schools which serve students both with and without disabilities and which currently provide prevocational, vocational and academic training for persons with disabilities.

**Community Placement Plan (CPP)** - A yearly plan developed by each **regional center** for **placement** of persons out of state **developmental centers**.

**Community Supported Living Arrangement (CSLA)** - A federal pilot project that had as its goal to help support adults with **developmental disabilities** live in their own homes, in the community, with the supports needed to make this possible. Now **entitled Supported Living Services**.

**Complaint** - one may be filed with the State Department of Education any time anyone feels that a law or rule is being violated; a state or local investigation will ensue.

**Conservatorship** - A legal process by which an individual is appointed by the court to care for the personal welfare and/or financial welfare of an adult who is unable to adequately care for himself/herself or manage his/her behavior.

**Consumer** - A person (Primary Consumer) or relative of a person (Secondary Consumer) who uses developmental services.

**County Council** - Local boards empowered by county boards of supervisors and given the responsibilities to plan, advocate and monitor services to persons with **developmental disabilities** within a county. These councils are very active in some parts of California; in others, they are nonexistent.

## D

**Day Nursery:** - A nonresidential facility for children to aid them in developing pre-academic skills. Such a facility is also known as a preschool nursery or school.

**Day Training and Activity Center (DTAC)** - Focuses on people whose needs include both prevocational and **pre-independent living** skills. In practice, these programs are often **segregated**, but need not be.

**Day Service Provider** - A person or persons who provide training and education for persons with **developmental disabilities**. This may be in a **day training and activity center, community college, sheltered employment**, etc.

**DD** - Developmental Disability - A severe chronic disability, which is attributable to a mental/physical impairment or combination and results in substantial functional limitations in the major life activities.

**Deaf-Blindness** - Students with both hearing and vision disabilities.

**Deafness** - A hearing impairment that is so severe that the child is impaired in processing linguistic information through hearing, with or without amplification, that adversely affects a child's educational performance.

**Deinstitutionalization** - A practice or goal of reducing the number of people living in congregated and segregated institutional settings. When implemented appropriately, this practice is based on the concepts of **normalization** and **least restrictive environment**.

**Department of Developmental Services (DDS)** - Administers direct service to children and adults in state hospitals. DDS also provides programs to persons with **developmental disabilities** who live in the community through contracts with **regional centers**. In addition, the Department sets policy, determines rates, and advocates for people through its various departmental divisions.

**Department of Education (DOE)** - In addition to providing regular education services for students who have no disabilities, provides special education and support services for some 340,000 school-aged students with disabilities through local school districts and special education consortia. Students with developmental disabilities are eligible for school services up to age 22. In addition, children between 0-3 are offered programs designed to help educate through **early intervention**.

**Department of Health Services (DOH)** - Provides a number of health services to all people. Also operates **California Children's Service**, a therapy and medical treatment program for children with physical disabilities and health problems through age 21.

**Department of Rehabilitation (DOR/DR)** - Provides the purchase of service for work-related aspects of development through **Vocational Rehabilitation** and **Habilitation**. Vocational Rehabilitation helps place people in jobs while the Habilitation Section funds people in **sheltered employment** and enclaves.

**Department of Social Services (DOS)** - Provides licenses and monitors community care facilities such as residential and day services. Also funds **In-Home-Support-Services** (IHSS) for people who live at home but may need help in self-care.

**Designated Instructional Services (DIS)** - Specialized educational support programs and services not normally provided in a regular classroom, special class, or resource specialist program. DIS may include but not limited to: speech/language, Adaptive Physical Education (APE) services, counseling, transportation, occupational therapy and physical therapy.

**Developmental** - Pertaining to successive changes during the process of natural growth.

**Developmental Center** - Synonymous with state hospital.

**Developmentally Delayed** - An observed difference between a person's development and behavior and the typical development and behavior expected of people of the same age.

**Developmentally Delayed (DD)** - California defines a person with a developmental disability as anyone who has acquired mental retardation, autism, epilepsy or cerebral palsy before age 18 and is likely to need special services throughout life. The Federal definition uses age 22 and looks at a person's range of abilities instead of diagnostic categories.

**DHH** - Deaf or Hard of Hearing (HOH)

**DIS** - Designated Instructional Services - specialized educational support programs and services not normally provided in a regular classroom, special class, or resource specialist program. DIS may include but not limited to: speech/language, Adaptive Physical Education (APE) services, counseling, transportation, occupational therapy and physical therapy.

**Disability:** - A physical or mental condition, which limits, or will limit if not corrected, a person's functioning.

**Down Syndrome:** - A condition associated with a chromosome abnormality, usually trisomy (addition of a third chromosome to a pair) of chromosome 21, resulting in moderate to severe **mental retardation**, and sometimes accompanied by physical anomalies.

**Dual Diagnosis:** - In terms of **developmental disabilities**, an individual who is both developmentally disabled and mentally ill.

**Due Process** - The legal procedural safeguards of IDEA and related state laws and regulations assuring parental informed consent regarding special education programs offered; provides for mediation and state hearings to resolve major disagreements.

## E

**Early Intervention:** - A trans-disciplinary program to provide services to **developmentally** at-risk and delayed infants (birth to three years of age), usually involving medical, educational, and psychosocial professionals. Infant intervention programs also provide emotional support, guidance and information to parents. The Education of the Handicapped Act Amendments of 1986, Part H of Public Law (P.L.) 99-457, provides for discretionary funds to assist states in establishing statewide, comprehensive systems of **early intervention** services for infants and toddlers with **developmental delays** who are at risk, and their families. The California **Department of Developmental Services** is designed as the lead agency for this program.

**EC** - California's Education Code

**ED** - Emotionally Disturbed - Students who exhibit one or more characteristics of a severe emotional disturbance as specified by law and whose condition has existed for a long period of time and to a marked degree. The condition must also adversely affect the student's educational performance.

**Education for All Handicapped Children Act of 1975 (Public Law 94-142 or I.D.E.A.)**  
- The **Individuals with Disabilities Education Act (IDEA)** is a federal law which mandates the following for students with disabilities: A free and appropriate public education in the **least restrictive environment**; priorities for service; procedural safeguards; definitions of disabilities; and the **Individualized Education Plan (I.E.P.)**.

**ELL** - English Language Learners - Limited English proficient students acquiring English and speakers of non-mainstream language forms acquiring mainstream English.

**Emotionally Disturbed (ED)** - Students who exhibit one or more characteristics of a severe emotional disturbance as specified by law and whose condition has existed for a long period of time and to a marked degree. The condition must also adversely affect the student's educational performance.

**Employment Development Department (EDD)** - Provides job referral services, benefits, and some training for persons who are looking for work.

**Epilepsy** - A condition occurring in the brain which can cause a variety of nervous system episodes involving muscle contractions and other disturbances of bodily functions known as "seizures".

**Established Medical Disability** - A disabling medical condition or congenital syndrome that the individualized education program (IEP) team determines has a high predictability of requiring special education and services. (This eligibility category is only applicable for children ages 3-5.)

**ESL** - English as a Second Language - A program of instruction for speakers of other languages to develop listening, speaking, reading and writing skills in English.

**ESY** - Extended School Year - Special education services in excess of the regular academic year.

## F

**Facilitation Services** - Refers to services whereby an individual aids a member of a policy-making board to perform the essential functions of his/her position.

**Facilitated Communication** - A controversial method of physical assistance used to support a hand, wrist, arm or elbow, while an individual touches letters or a keyboard with their finger(s) in order to communicate. Physical support may be faded to a light touch on any part of the body or physical presence of the facilitator. This method was designed for persons with limited speech whose intelligence is hidden by a communication deficit. Unfortunately, there has not been reported any convincing scientific evidence to substantiate the claims for facilitated communication's effectiveness or the underlying theory.

**Fair Hearing** - A procedure used by people who wish to question the decision of an agency regarding the type or amount of service they receive.

**FAPE** - Free Appropriate Public Education - Each public school system is responsible for ensuring that each child with disabilities is served appropriately, at no expense to the parent. Goals - Broad or general statements which describe what needs to be learned by the student.



**Functional/Critical Skills** - Those skills which enable an individual to communicate, interact with others and to perform tasks which have practical utility and meaning at home, in the community, or on the job.

## G

**GE** - Grade Equivalent - The score a student makes on an achievement test, translated into a standard score which can then be compared to the typical score for students at that grade level (e.g., a "grade equivalent" score of 4.5 represents the score made by the average student who has been in the fourth grade for 5 months.

**Generic Services** - Services available to all persons residing within a given area (e.g., city, county, or state) without additional qualifications or requirements, such as public education, mental health services, and parks and recreation programs.

**Guardianship** - A judicial process whereby the legal decision-making power from one individual is transferred to another who has been appointed to serve, assist, and protect the person by helping the individual make decisions or by making the decisions for him/her. This applies to persons under the age of 18 years.

## H

**Habilitation** - A section of the Department of Rehabilitation which funds people in sheltered employment and certain stages of supported-employment.

**Health and Welfare Agency** - The state agency which coordinates the work of the Department of Developmental Services, Department of Rehabilitation, Employment Development Department, Department of Social Services, Department of Health Services and the Department of Mental Health.

**Hearing Impairment (HI)** - An impairment in hearing, whether permanent or fluctuating, that adversely affects a child's educational performance but that is not included under the definition of deafness in this section.

## I

**IDEA 97** - Individuals with Disabilities Education Act Amendments of 1997 - This federal law revised many elements of special education.

\* California State Department of Education's IDEA site

\* The Council for Exceptional Children's IDEA site

**IEA** - Independent Educational Assessment - A parent has the right to obtain, at public expense, an independent educational assessment of the pupil from qualified specialists if the parent disagrees with an assessment obtained by the public education agency. The public agency may initiate a due process hearing to show that its assessment is appropriate.

**IEP** - Individualized Education Program - developed for each special education pupil, identifying the services to be provided and the educational goals and objectives of the special education needed.

**IEP Team** - A multi-disciplinary team established in accordance with the provisions of state regulations. The IEP Team can meet to review eligibility, current progress eligibility, goals and objectives of identified special education students.

**IFSP** - Individualized Family Service Plan for children who are served from birth to 2.11 years of age, and their families. Services are provided by education or Regional Center depending on the nature of the child's disability.

**Inclusion** - The use and participation by individuals with disabilities and their families of the **generic services** that are used by and are available to other individuals.

**Incompetent** - A person is incompetent if s/he is either too young or unable to manage his/her own affairs because of an impairment.

**Independent Living Skill Training or Independent Living Program** - Provides training and support of people who want to live semi-independently or independently. Includes skill development in home care, cooking, money management, consumer shopping, etc.

**Individualized Education Plan (IEP)** - Required by **Public Law 94-142**, this plan is developed for individuals who are school-aged by a team of people such as parents, teachers and psychologists. The IEP describes the direction a student with special needs will be going in the future and how to get there.

**Individualized Program Plan (IPP) or Individualized Habilitation Plan (IHP)** - Both of these written plans are similar to an Individualized Education Program (IEP). They outline special services, goals and objectives for a person who needs individualized help because of a **developmental disability**. The IPP is developed by the **Regional Center** and the **Consumer**. The IHP is developed by the **Department of Rehabilitation** and the Consumer. **Individualized Family Service Plan (IFSP)** was developed by Regional Center and the family of an infant

**Individual with Exceptional Needs** - Pupil whose educational needs cannot be met by a regular classroom even with modifications of the regular school program and who requires special education and/or services to benefit from his/her instructional program. Excluded are children whose needs are due solely or primarily to unfamiliarity with the English language or to cultural differences.

**Infant Intervention (Also called Infant Stimulation or Infant Development Programs)**

Refers to programs designed to provide early education for children (under age three) with **developmental disabilities** and training and support for their parents.

**In-Home Supportive Services (IHSS)** - Chore helpers who work with people who have disabilities who live at home. The Public Authority for In Home Support Services provides a registry of names of persons who have been approved to provide In Home Support Services

**Intake and Assessment** - A process used by agencies to determine whether or not people are eligible for their services and what services are needed.

**Integrated Setting:** - Environments in which people with and without disabilities can live and work. Examples of integrated settings include residential neighborhoods, **accessible** social venues such as movies, nightclubs, or restaurants, churches and public transportation.

**Intellectual Disability (ID)** - People who have been diagnosed with an intellectual disability simply learn at a rate that is slower than other people. When this diagnosis occurs before the age of 18 in the state of California, it is called a **developmentally disabled**.

**Interdisciplinary Team (IDT)** - A group of people (parents, teachers, psychologists, social workers, and others) who are involved with a consumer in helping him/her get the services he/she needs by developing the **IEP, IPP** or **IHP**. Some individuals are mandated to be part of the team, others are by invitation of the consumer.

**Intermediate Care Facility/Developmental Disability (ICF/DD)** - A type of health facility (50 or more residents) that provides **habilitation** and **developmental** services, supportive medical and personal care, and occasional skilled nursing care to persons with **developmental disabilities**, who require less than 24-hour per day nursing care.

**Intermediate Care Facility/Developmental Disability-Habilitative (ICF/DD-H)** - A licensed residential health facility which has as primary purpose the furnishing of 24-hour personal care, **developmental** training, **habilitative** and supportive health services in a facility with 15 beds or less to residents with **developmental disabilities**.

**Intermediate Care Facility/Developmental Disability - Nursing (ICF/DD-N)** - A type of health facility (six or less residents) which serves people with **developmental disabilities** who have medical conditions which require more intensive nursing and/or medical care and treatment than those residing in ICF/DD-H facilities.

**ITP** - Individual Transition Plan - The ITP must be developed for students beginning at age 14 (or younger, if appropriate), and updated annually. It includes a statement of the transition service needs of the student, related to the IEP, that focuses on the student's course of study (such as participation in advanced placement courses or vocational programs). Beginning at age 16 (or younger, if appropriate), the ITP provides a statement of needed transition services for the child, including a statement of the interagency responsibilities or any needed linkages, as appropriate.

**IWEN** - Individual With Exceptional Needs - Students who are entitled to attend public schools pursuant to state law and who, because of mental, physical, or emotional reason, have been identified as having a disability and require special education programs and services.

## J

**Job Site Training** - A component of **supported employment** services which involves direct and systematic instruction of job tasks and related vocational skills provided by a job trainer to a worker with a **disability** at a competitive job site.

**Job Training Partnership Act (JTPA) (Public Law 97-300)** - A government-funded program, which helps train people for work.

## K

## L

**Lanterman Developmental Disabilities Act of 1976** - This California State law provides basic service rights to persons with developmental disabilities. It put in place the Department of Developmental Services, Regional Centers, the State Council on Developmental Disabilities and Area Boards to establish needed services and monitor their delivery.

**LCI** - Licensed Children's Institution - A community care facility licensed by the California Department of Social Services. This includes a group home, foster family agency, and a community treatment facility.

**LD** - Learning Disabled - pupils with specific learning disorders affecting educational performance.

**LEA** - Local Education Agency - any local school district or Office of County Superintendent that has responsibility to provide special education services to eligible students.

**Least Restrictive Environment (LRE)** - An environment in which services to children with disabilities are provided: (1) to the maximum extent appropriate, with children who are not disabled and in which; (2) special classes or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability is such that education in regular classes with use of supplementary aids and services cannot be achieved satisfactorily.

**LEPS** - Limited English Proficient Student - A student identified through a formal initial identification process as not having sufficient fluency in English to participate in a mainstream English classroom.

**Level of Care (LOC)** - A term, used in the staffing standards for the **developmental centers**, which refers to staff who provide direct care, training, or supervision to clients.

**Licensed Children's Institution (LCI)** - A community care facility licensed by the California Department of Social Services. This includes a group home, foster family agency, and a community treatment facility.

**Limited Conservatorship** - A form of general **conservatorship** that applies only to adults with **developmental disabilities** who are, or could be, clients of California **regional centers**. This protective legal arrangement is "limited" because the adult with a **developmental disability** retains the power to care for his/herself commensurate with his/her ability to do so.

**Local Education Agency (LEA)** - any local school district or Office of County Superintendent that has responsibility to provide special education services to eligible students.

**Long Term Care (LTC)** - A range of diagnostic, therapeutic, rehabilitative, supportive, and maintenance services to address the health, social, and personal needs of people who have restricted self-care capabilities. Services may be continuous or intermittent, but it is generally understood that they will be provided over a long period of time.

**Local Plan** - Each Special Education Local Plan Area (SELPA) develops a plan for delivery of programs and services to meet the educational needs of all eligible individuals with exceptional needs in that area.

**Low Incidence Disability** - A severe, disabling condition with an expected incidence rate of less than one percent of the total enrollment. The conditions are hearing impairments, vision impairments, severe orthopedic impairments, or combination thereof.

**LRE** - Least Restrictive Environment - An environment in which services to children with disabilities are provided: (1) to the maximum extent appropriate, with children who are not disabled and in which; (2) special classes or other removal of children with disabilities from the regular educational environment occurs only when the nature or severity of the disability is such that education in regular classes with use of supplementary aids and services cannot be achieved satisfactorily.

## M

**Mainstreaming** - In educational settings, mainstreaming describes a way of working with students who have special needs on the same premises with regular students. It takes the help of support people like resource teachers and gives everyone a better chance at a regular education. There are various degrees of mainstreaming including **integration** (kids with disabilities participate in some of the regular classes) and **full-inclusion** (kids with disabilities are included in all classes with proper support and adaptations in their own neighborhood school).

**Modification** - Students with significant special needs also have the opportunity to take courses in a modified form, if recommended by the IEP team and with parent notification and consent. A modification is an adjustment to an assignment or test that changes the standard or what the test or assignment is supposed to measure.

**Multiple Disabilities (MD)** - Having more than one disability requiring special services. Concomitant impairments (such as mental retardation-blindness), the combination of which causes such severe educational needs that they cannot be accommodated in special education programs solely for one of the impairments. The term does not include deaf-blindness.

## N

**Natural Environment** - Places and social contexts commonly used by individuals without **developmental disabilities**.

**NPA** - Nonpublic Agency - usually an individual or group certified by the State, to provide a specific special education service but who is not an employee of the public school system.

**NPS** - Nonpublic (nonsectarian) School which meets state standards to allow private placement of students for whom there is no appropriate public school placement available.

## O

**Occupational Therapy (OT)** - An occupational therapist helps provide activities, which will improve the practical skills of people with disabilities.

**OI** - Orthopedic Impairment - Students with specific orthopedic or physical needs which adversely affect their educational participation or performance.

**OHI** - Other Health Impairment - Having limited strength, vitality or alertness, including a heightened alertness to environmental stimuli, that results in limited alertness with respect to the educational environment.

**OT** - Occupational Therapy - A designated instruction and service (related service), that provides assistance in improving or restoring functions lost or injured through illness, accident, or deprivation.

**Other Health Impairment (OHI)** - Having limited strength, vitality or alertness, including a heightened alertness to environmental stimuli, that results in limited alertness with respect to the educational environment.

**Organization of Area Boards (OAB)** - The membership of OAB consists of the respective chairs of the thirteen **Area Boards**. OAB's responsibilities include resolving common problems, improving coordination, exchanging information, and providing advice and recommendations to state agencies, the legislature and the **State Council on Developmental Disabilities**.

**Orthopedic Impairment (OI)** - Students with specific orthopedic or physical needs which adversely affect their educational participation or performance.

## P

**Phonology** - The study of speech sounds and the rules governing how they are combined to convey meaning.

**Physical Therapy (PT)** - A physical therapist helps people who have disabilities through the use of massage, exercise and adaptive equipment. They provide this treatment under the direction of a medical doctor.

**Placement** - A service available to clients who would benefit from an out-of-home living arrangement and for those who are unable to live independently.

**Principle Of Normalization** - A social concept originating in Scandinavia and developed by Wolf Wolfensberger in the United States. In practice, those services, which integrate people with special needs into everyday community life to enjoy all that we value for ourselves. Normalization is the foundation and philosophy built into the **Lanterman Developmental Disabilities Services Act. People First** - A self-**advocacy** organization with chapters across the state designed to promote empowerment of people with developmental disabilities.

**Program Specialist** - A specialist who holds a valid special education credential, clinical services credential, health services credential, or a school psychologist authorization and has advanced training and related experience in the education of individuals with exceptional needs and a specialized in-depth knowledge in preschool disabilities, career vocational development, or one or more areas of major disabling conditions.

**Prader-Willi Syndrome (PWS)** - A genetic **developmental disability** in which infants are first characterized by poor muscle tone and feeding difficulties. As toddlers, the second phase of the syndrome is characterized by voracious appetites. **Mental retardation**, medical complications, and behavior problems are common.

**Private Industry Council (P.I.C.)** - Local boards responsible for developing jobs and job training opportunities for persons with disabilities. Funds are provided through the **JTPA (Job Training Partnership Act)**.

**Program Analysis Of Service Systems (P.A.S.S.)** - A way of evaluating the quality of services for people who are at risk of being devalued and are dependent upon organizational services. A team of people use the tool to ask a series of questions about a service program. The answers provide direction for making services more **normalized**.

**Program Development Funds (P.D.F.)** - A combination of parental fees and money from the **State Council on Developmental Disabilities** available each year for starting new, innovative or expanded services.

**Programming/Instruction** - An organized process which leads an individual to develop the skills necessary for residential, social and vocational **integration** into the community.

**Protection and Advocacy, Inc. (PAI)** - Federally funded under Public Law 95-602, PAI provides advocacy services for people with **developmental disabilities**. This service often includes the involvement of the legislature and the courts to ensure basic rights.

**Purchase of Service Agreement (POS)** - Refers to the agreement between an agency and a **vendor** that allows the vendor to provide a service for a person with a **developmental disability** for pay.

**PH or PD** - Physically Handicapped or Physically Disabled - Students with specific orthopedic needs which adversely affect their educational participation or performance.

**Positive Behavior Support** - Support that is specified in a behavior intervention plan that is developed by an IEP team to help a student with serious behavior problems change patterns of undesirable behaviors that interfere with learning. These supports are respectful of a student's dignity, and are successful in promoting a student's capabilities and opportunities. The support includes a reliance on data obtained from a functional analysis assessment.

**Prader-Willi Syndrome (PWS)** - A genetic **developmental disability** in which infants are first characterized by poor muscle tone and feeding difficulties. As toddlers, the second phase of the syndrome is characterized by voracious appetites. **Mental retardation**, medical complications, and behavior problems are common.

**Primary Language** - The language spoken in the student's home.

**PS** - Program Specialist - a highly trained specialist who has advanced training and in-depth knowledge in special education services.

**PT** - Physical Therapy - A designated instruction and service (related service), including services to provide treatment for posture stability, movement, positioning, gait training, etc.

## Q

**Quality Assurance (QA)** - A set of requirements that cover the major areas of client care and existence, including: programming focus and hours, client rights, community integration, health, the physical plant and safety, client records, staff training, and qualifications and administration.

## R

**Referral for Assessment** - Any request for assessment, made by a parent, teacher or other service provider, referrals for assessment should be in writing to avoid delay. Where an oral referral for assessment is made, school staff must offer assistance to the individual making the referral to put it in writing.

**Regional Centers (RCs)** - A diagnostic, counseling and service coordination center for persons with **developmental disabilities** and their families which is established by a private, nonprofit community agency/corporation acting as a contracting agency. Twenty-one centers provide people with residential, day, transportation, social, **independent living**, respite, medical, psychological, preschool and other services.

**Rehabilitation Act of 1973 (Public Law 93-112)** - A federal law that expands **rehabilitation** services to persons with severe disabilities. Section 504 of this law prohibits discrimination on the basis of handicap and mandates accessibility in all federally assisted programs and is considered, therefore, the federal "civil rights" act for people with disabilities.

**Related Services** - Specific services, also called designated instruction and services, which are required to assist a student with a disability to benefit from special education or general education. Includes transportation, speech-language pathology, audiological services, psychological services, physical and occupational therapy, recreation, social work services, counseling services, including rehabilitation counseling, and orientation and mobility services.



**Repetitive Language** - Includes the skills involved in understanding language.

**Residential Service Provider** - A person or persons who provide a place to live and varying degrees of supervision for persons with **developmental disabilities** in community living arrangements such as staffed apartments, family homes, group homes, board and care homes, etc.

**Respite** - Temporary care of people who have **developmental disabilities** and are living at home. The period of rest provided to family members is a critical aspect of the home environment. This term also covers out-of-home respite.

**RLA** - Responsible Local Agency - (see AU)

**RSP** - Resource Specialist Program - a highly trained special education teacher who has the responsibility to implement a program for identified students in conjunction with the regular class and curriculum.

## S

**School of Attendance** - Refers to the school a student is attending which may or may not be in his or her area of residence.

**School of Residence** - Refers to the school a student attends or would attend because of the location of his or her residence in the school's attendance area.

**SDC and SCC** - Special Day Class and Special Class Center - instructional settings in which a student receives special instruction more than 50% of the day.

**Section 504** - Section 504 of the Rehabilitation Act provides protection from discrimination for individuals with disabilities. Students with disabilities may be eligible for various modifications so that they can access a free and appropriate education.

**Segregation** - The congregation of people with special needs in daytime programs and/or living situations where there is little or no interaction with people who do not have disabilities and are not paid to be there. This is the opposite of **integration**.

**Self Advocacy** - The awareness, motivation, and ability of an individual to represent and communicate his or her own interests, to exercise personal choice, to exert control over his or her environment and to avoid exploitation and abuse.

**Self-Care** - Providing for or meeting one's physical and personal needs such as dressing, grooming and hygiene, without being dependent on others.

**SELPA** - Special Education Local Plan Area - one or more districts of sufficient size and scope to provide a comprehensive range of special education programs and services for students.

**Seriously Emotionally Disturbed (SED)** - An individual who has severe problems relating to others; who is unable to learn for reasons other than intellectual functioning, who is severely aggressive or extremely withdrawn.

**Service Provider** - An individual, group or agency approved by the State **Department of Developmental Services** to supply a service for a fee to a **regional center** client.

**Severely Handicapped** - Students requiring intensive instruction and training in programs serving students with disabilities such as autism, blindness, deafness, severe orthopedic impairments, serious emotional disturbances, severe developmental disabilities, and those who have multiple disabilities.

**Sheltered Employment** - A program offering long-term employment to people who are exempt from federal wage and hour laws because of disability. By Department of Labor standards, "sheltered workers" must receive pay based on productivity relative to typical workers doing the same job. These programs are usually **segregated**, but need not be.

**Short-Term Objective** - Included on the student's IEP as a means of measuring progress toward a goal. It includes a series of intermediate steps or training activities that will take the student from his or her current level of functioning to the accomplishment of annual goals.

**Site-Based Program** - A program where the majority of classes and activities occur in a site (building) as opposed to occurring in the community.

**Skilled Nursing Facility (SNF)** - A health facility or a distinct part of a hospital that provides nursing care and supportive care to patients whose primary need is for skilled nursing care on an extended basis. It provides 24-hour inpatient care and as a minimum, includes medical, nursing, dietary and pharmaceutical services, and an activity program. (The acronym is sometimes pronounced "sniff.")

**SLD** - Specific Learning Disability - A specific learning disability is a disorder in one or more of the basic psychological processes involved in understanding or in using language, spoken or written, which may manifest itself in an imperfect ability to listen, think, speak, read, write, spell, or to do mathematical calculations. Eligibility for services requires that there is a severe discrepancy between intellectual ability and achievement in one or more of the following academic areas: oral or written expression, listening or reading comprehension, basic reading skills, mathematics calculations and reasoning.

**SLI** - Speech or Language Impairment - A communication disorder such as stuttering, impaired articulation, a language impairment, or a voice impairment that adversely affects a child's educational performance.

**Special Day Class (SD) and Special Class Center (SCC)**- instructional settings in which a student receives special instruction more than 50% of the day.

**Special Education** - The term special education means specially designed instruction, at no cost to parents, to meet the unique needs of a student with a disability.

**Social/Recreation Program** - Programs that train people to participate in social and recreational activities on their own.

**Social Security Administration (SSA)** - The federal agency which administers both the **Supplemental Security Income (SSI)** Program and the **Social Security Disability Insurance** Program.

**Social Security Disability Insurance (SSDI)** - Benefits paid to insured workers under the Social Security program who have become disabled.

**Special Education** - People and practices helping to provide individualized learning experiences for students with special needs.

**Special Education Local Planning Area (SELPA)** - The local unit responsible for administering the comprehensive **special education** plan in that area.

**Special Services** - Residential facilities where extra funds have been provided to offer extra services for the people who live there. These services include behavior modification, vocational training and **independent living**.

**Specific Learning Disability (SLD)** - A specific learning disability is a disorder in one or more of the basic psychological processes involved in understanding or in using language, spoken or written, which may manifest itself in an imperfect ability to listen, think, speak, read, write, spell, or to do mathematical calculations. Eligibility for services requires that there is a severe discrepancy between intellectual ability and achievement in one or more of the following academic areas: oral or written expression, listening or reading comprehension, basic reading skills, mathematics calculations and reasoning.

**Speech and Language Therapy** - A planned program for people who have problems with speech or language to help them communicate with others by voice or symbol systems.

**Speech or Language Impairment (SLI)** - A communication disorder such as stuttering, impaired articulation, a language impairment, or a voice impairment that adversely affects a child's educational performance.

**SST** - Student Study Team - A function of the regular education program to assess the strengths and needs of each student, determine appropriate curriculum adaptations and modifications to utilize prior to referral to special education.

**Staffing Ratio** - The numerical relation of the number of direct care staff on duty to the number of clients in attendance.

**State Council on Developmental Disabilities** - Under the Developmental Disabilities Assistance and Bill of Rights Act (Public Law 95-602) and the **Lanterman Developmental Disabilities Services Act of 1976**, the State Council has a responsibility to plan and coordinate resources to protect the legal, civil and service rights of persons with **developmental disabilities**. The Council is made up of consumers, parents and state agency administrators.

**Student Study Team (SST)** - A function of the regular education program to assess the strengths and needs of each student, determine appropriate curriculum adaptations and modifications to utilize prior to referral to special education.

**Substantial Gainful Activity** - "Substantial" work activity means the performance of significant physical and/or mental duties, which are productive. "Gainful" activity is work for pay or profit or intended for profit.

**Supplemental Security Income (SSI)** - Money that comes from the federal government to people who, because of their disabilities, don't earn enough to support themselves.

**Support Services** - Those services designed to meet the total needs of the individual which are not traditionally met in a residential or day program (e.g., physical, speech, **occupational therapy**).

**Supported Employment** - Services and supports that are provided to individuals with disabilities to assist them to locate, perform and retain a job. These services are paid for by **Department of Rehabilitation** - The jobs are located in the community. Two variations of supported employment are Individual Placement - where the individual is hired for a single position. Services/support are intensive at the onset with fading after individual improves; Enclaves:- a situation where there are three or more individuals hired to do a certain amount of work, with on-going supervision of a job-trainer or supervisor also provided through **Department of Rehabilitation**. Enclaves may be set up as contracted work between a service provider and the employer of they may be direct-hire, where the employer pays the enclave-worker directly.

**Supported Living** - Services and supports provided by an agency to enable an individual with **developmental disabilities** to live in their own home in the community. Most often, these supports are more intensive than that of **independent living** services.

**Surrogate Parent** - A person who is appointed by the District or SELPA to act as a child's parent in all matters related to special education. A surrogate is appointed when a child is a dependent or ward of the court, and the court has limited the rights of the parent/guardian to make educational decisions, or when a parent cannot be identified or located.

**Syndrome** - A group of related symptoms, which characterize a disease or disorder.

**Syntax** - How words are put together in a sentence to convey meaning.

## T

**Therapy** - Improving, developing or restoring functions impaired or lost through illness, injury or deprivation. Therapy may address a variety of functions (e.g., physical, speech, and **occupational therapy**) and may take a variety of forms (e.g., art, dance, music therapy).

**Title 17** - A portion of the California Code of Regulations that contains the **Department of Developmental Services'** regulations as well as other regulations. These regulations, starting with Section 50201, cover parental fees, conflict of interest, rules for conducting research, clients rights, fiscal audits and appeals, **fair hearings, vendorization** procedures, **regional center** administrative practices and procedures, standards and rate-setting procedures for community-based programs and in-home **respite** services, residential facility care and **supported living** services.

**Title 22** - A portion of the California Code of Regulations that contains the state licensing regulations for community care facilities and health facilities, as well as other regulations.

**TBI** - Traumatic Brain Injury - and acquired injury to the brain caused by an external physical event resulting in total or partial functional disability or psychosocial impairment that adversely affects a student's educational performance.

**Title 5 Regulations** - The California Code of Regulations that amplify the Education Code Sections dealing with public education.

**Traumatic Brain Injury (TBI)** - and acquired injury to the brain caused by an external physical event resulting in total or partial functional disability or psychosocial impairment that adversely affects a student's educational performance.

**Transition** - This term refers to the passage from one program, setting or environment to another. In special education, it may include, passage from an infant setting to a preschool setting, movement from preschool to kindergarten, passage from elementary to middle school programs, movement from a special day class setting to a general education setting, graduation from a high school program into a work environment or other significant changes for a student.

**U**

**V**

**Vendor/Provider** - A person, program or facility, which has been **vendorized** (authorized) by a **regional center** to provide a particular services to **regional center** clients.

**Vendorization** - The process used to verify that an applicant meets all of the requirements and standards pursuant to the regulations prior to the provision of services to clients.

**VH or VI** - Visually Handicapped or Visual Impairment - A visual impairment which, even with correction, adversely affects a student's educational performance. The term includes both partial sightedness and blindness.

**Visual Discrimination** - Ability to detect differences in objects, forms letters, or words.

**Visual Impairment (VI)** - A visual impairment which, even with correction, adversely affects a student's educational performance. The term includes both partial sightedness and blindness.

**Vocational Rehabilitation (VR)** - Helps people prepare for and find employment. Also sometimes synonymously used as **Department of Rehabilitation**.

**Vocational Services** - Services, including education and training, that enable each individual to develop a capacity to work and progress as far as possible from vocational functions to affordable employment in the community. Such services include vocational evaluation, counseling, activity services, work adjustment, occupational skill, training and job placement.

**W**

**Work Activity Program (WAP)** - The **Department of Rehabilitation (Habilitation Section)** funds and monitors those programs for people who have acquired basic vocational and **independent living** skills and need a work-oriented setting to prepare for a vocation. In practice, these programs are usually **segregated**, but need not be.

**X**

**Y**

**Z**

**Zero Exclusion** - An entry criteria philosophy which states that no one should be denied services in the particular program, regardless of the level and degree of **disability**, or the number of secondary disabilities.