

# North Carolina Infant-Toddler Program Approved Symbol & Abbreviation List

## List A: Infant-Toddler Program Terms

## List B: Medical Terminology Often Found in ITP Records

### SYMBOL

### MEANING

<b>&amp;</b>	And
<b>+</b>	And
<b>@</b>	At
<b>↓</b>	Decrease
<b>&gt;</b>	Greater than
<b>↑</b>	Increase
<b>&lt;</b>	Less than
<b>-</b>	Negative
<b>/</b>	Per
<b>+</b>	Positive
<b>#</b>	Pounds or Number
<b>2°</b>	Secondary; Secondary to
<b>q</b>	Symbol for long arm of a chromosome
<b>r</b>	Symbol for short arm of a chromosome
<b>X</b>	Times
<b>H<sub>2</sub>O</b>	Water

## List A: Infant-Toddler Program Terms

### Abbreviation

### MEANING

## A

<b>AA</b>	Adjusted Age
<b>Adap.</b>	Adaptive
<b>ADA</b>	American Dietetic Association; American Diabetes Association; or Americans with Disabilities Act
<b>ADL</b>	activities of daily living
<b>Adm</b>	admission

## Abbreviation

## MEANING

<b>AGA</b>	appropriate for gestational age
<b>a.m.</b>	morning
<b>appl.</b>	application
<b>Appt</b>	appointment
<b>ASAP</b>	as soon as possible
<b>Asst.</b>	Assistant
<b>ASD</b>	Autism Spectrum Disorder
<b>ASQ</b>	Ages and Stages Questionnaire
<b>AT</b>	Assistive Technology
<b>ATRC</b>	Assistive Technology Resource Center
<b>aug. comm.</b>	Augmentative communication
<b>A/V</b>	Audiovisual
<b>AX</b>	Assessment

## B

<b>BA</b>	Bachelor of Arts
<b>BDI-2</b>	Battelle Developmental Inventory – 2 <sup>nd</sup> Edition
<b>BEH</b>	Behaviorally-Emotionally Handicapped
<b>BITSEA</b>	Brief Infant-Toddler Social & Emotional Assessment
<b>BS</b>	Bachelor of Science
<b>BSW</b>	Bachelor of Social Work

## C

<b>CA</b>	Chronological age
<b>Canc. or Cx</b>	Cancel
<b>CAP</b>	Community Alternative Program
<b>CAP-C</b>	Community Alternative Program for Children
<b>CAP-I/DD</b>	Community Alternatives Program for Intellectual and Developmental Disabilities
<b>CBRS</b>	Community Based Rehabilitative Service
<b>cc</b>	carbon copy
<b>CC4C</b>	Care Coordination For Children
<b>CCNC</b>	Community Care of North Carolina
<b>CDC</b>	Child Development Center or Centers for Disease Control & Prevention
<b>CDL</b>	Clinical Center for Development and Learning
<b>CDSA</b>	Children's Developmental Services Agency
<b>CGA</b>	contact guard assist
<b>CM</b>	case management or case manager
<b>c/o</b>	in care of
<b>Co.</b>	County
<b>cog.</b>	Cognitive
<b>cont.</b>	Continued
<b>coord.</b>	Coordinator
<b>COSF</b>	Child Outcome Summary Form
<b>COTA</b>	Certified Occupational Therapy Assistant
<b>CPS</b>	Child Protective Services
<b>CPT</b>	Current Procedural Terminology
<b>CSHS</b>	Children's Special Health Services

# Abbreviation

# MEANING

<b>Ctr</b>	Center
<b>CQI</b>	Continuous Quality Improvement
<b>c/w</b>	consistent with
<b>Cx or Canc.</b>	Cancelled

## D

<b>DAYC</b>	Developmental Assessment of Young Children
<b>d/c or dc</b>	Discharge(d) or discontinue(d)
<b>DCFW</b>	Division of Child and Family Well-Being
<b>DD</b>	Developmental Disabilities
<b>DDC</b>	Developmental Day Center
<b>Dept</b>	Department
<b>DHHS</b>	Department of Health and Human Services
<b>DMA</b>	Division of Medical Assistance
<b>DNK</b>	do not know
<b>DNKA</b>	did not keep appointment
<b>D/O</b>	Disorder
<b>DOB</b>	Date of birth
<b>DOE</b>	Date of evaluation
<b>DOS</b>	Date of Service
<b>DME</b>	Durable Medical Equipment
<b>DPI</b>	Department of Public Instruction
<b>DSM-V</b>	Diagnostic and Statistical Manual of Mental Disorders (Fifth Edition, 2013)
<b>DSS</b>	Department of Social Services
<b>d/t</b>	due to
<b>DV</b>	daycare visit
<b>Dx</b>	Diagnosis

## E

<b>EC</b>	Established Condition
<b>ed</b>	Educational
<b>Ed. Diag. Or Ed. Di.</b>	Educational Diagnostician
<b>EHS</b>	Early Head Start
<b>EISC</b>	Early Intervention Service Coordinator
<b>E-LAP</b>	Early Learning Accomplishment Profile
<b>EL</b>	Expressive Language
<b>ELE</b>	Entry Level Evaluation
<b>etc or ETC</b>	Et cetera
<b>eval</b>	Evaluation
<b>evals</b>	Evaluations

## F

<b>FERPA</b>	Family Educational Rights and Privacy Act
<b>FLSA</b>	Fair Labor Standard Act
<b>FM</b>	Fine Motor
<b>FMLA</b>	Family and Medical Leave Act

## Abbreviation

## MEANING

<b>FNP</b>	Family Nurse Practitioner
<b>FOC</b>	Father of Child
<b>freq</b>	Frequency
<b>FSN</b>	Family Support Network
<b>FT</b>	Feeding Therapy
<b>FTT</b>	Failure To Thrive
<b>f/u</b>	Follow Up
<b>FYI</b>	For Your Information

## G

<b>GA</b>	Gestational Age
<b>GAL</b>	Guardian Ad Litem
<b>GM</b>	gross motor

## H

<b>HCPCS</b>	Healthcare Common Procedure Coding System
<b>HD</b>	Health Department
<b>HIPAA</b>	Health Information Portability and Accountability Act
<b>HIS</b>	Health Information System
<b>hosp</b>	Hospital
<b>hr</b>	Hour
<b>HV</b>	home visit
<b>Hx</b>	History

## I

<b>ICC</b>	Interagency Coordinating Council
<b>ICD-9-CM</b>	International Classification of Diseases, 9 <sup>th</sup> Revision, Clinical Modification
<b>ICF</b>	Intermediate Care Facility
<b>ICF/MR</b>	Intermediate Care Facility/ Mental Retardation
<b>I/DD</b>	Intellectual and Developmental Disability
<b>IDEA</b>	Individuals with Disabilities Education Act
<b>IE</b>	Initial Evaluation
<b>IEP</b>	Individual Education Plan
<b>IFSP</b>	Individualized Family Service Plan
<b>Info</b>	Information
<b>IQ</b>	Intelligence quotient
<b>IS</b>	Information System
<b>IT</b>	Information Technology
<b>ITFA</b>	Infant-Toddler-Family Associate
<b>ITFA-P</b>	Infant-Toddler-Family Associate - Provisional
<b>ITFS</b>	Infant-Toddler-Family Specialist
<b>ITFS-P</b>	Infant-Toddler-Family Specialist - Provisional
<b>ITFS-R</b>	Infant-Toddler-Family Specialist - Reviewer
<b>ITP</b>	Infant Toddler Program
<b>ITSEA</b>	Infant-Toddler Social & Emotional Assessment

# Abbreviation

# MEANING

## J

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## K

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## L

<b>L</b>	Left
<b>lang.</b>	Language
<b>LCSW</b>	Licensed Clinical Social Worker
<b>LDN</b>	Licensed Dietician Nutritionist
<b>LEA</b>	Local Education Agency
<b>LHD</b>	Local Health Department
<b>LICC</b>	Local Interagency Coordinating Council
<b>LME</b>	Local Management Entity
<b>LMTC</b>	Left message to call
<b>LPA</b>	Licensed Psychological Associate
<b>LPC</b>	Licensed Professional Counselor

## M

<b>MA</b>	Master of Arts
<b>Mat</b>	Maternal
<b>Max</b>	Maximum
<b>M.D. or MD</b>	Medical doctor
<b>M.ED. or MEd</b>	Master of Education
<b>MGF</b>	Maternal grandfather
<b>MGM</b>	Maternal grandmother
<b>MH</b>	Medical history or mentally handicapped
<b>MHC</b>	Mental Health Center
<b>MHz</b>	Megahertz
<b>Min</b>	Minute or minimum
<b>mo</b>	Month
<b>MOC</b>	Mother of Child
<b>Mod</b>	Moderate
<b>MS</b>	Master of Science
<b>MSEL</b>	Mullen Scales of Early Learning
<b>Msg</b>	Message
<b>MSW</b>	Master of Social Work
<b>Mtg</b>	Meeting
<b>Mvmt</b>	Movement

## N

<b>n/a or NA</b>	Not Applicable
<b>NC</b>	North Carolina

## Abbreviation

## MEANING

<b>NC ITP</b>	North Carolina Infant-Toddler Program
<b>NICU</b>	Neonatal intensive care unit
<b>NKA</b>	no known allergies
<b>NKDA</b>	no known drug allergies
<b>NOS</b>	not otherwise specified
<b>NS</b>	No Show
<b>Nutr.</b>	Nutritionist

## O

<b>Obs</b>	Observation
<b>OT or O.T.</b>	Occupational Therapist or Occupational Therapy
<b>O.T.C.</b>	over the counter
<b>OTR/L</b>	Occupational Therapist, Licensed
<b>OV</b>	Office Visit

## P

<b>P</b>	Provisional
<b>PT</b>	Physical Therapist; Physical Therapy
<b>PC</b>	Phone Call
<b>Ped</b>	Pediatrician
<b>Peds</b>	Pediatrics
<b>PGF</b>	Paternal grandfather
<b>PGM</b>	Paternal grandmother
<b>Ph.D. or PhD</b>	Doctor of Philosophy
<b>P.I.E. or PIE</b>	Purpose, Intervention, Effectiveness
<b>p.m. or pm</b>	After noon
<b>P.O. or PO</b>	post office
<b>POA</b>	Power of attorney
<b>POC</b>	Plan of care
<b>POS</b>	Place of Service
<b>Prob</b>	Problem
<b>p.r.n. or PRN</b>	as necessary
<b>Psych</b>	Psychologist; psychological
<b>PWN</b>	Prior Written Notice

## Q

<b>QA</b>	Quality Assurance
<b>QI</b>	Quality Improvement
<b>QM</b>	Quality Management

## R

<b>R</b>	Right
<b>RBI</b>	Routines-Based Interview
<b>RD</b>	Registered Dietician
<b>re:</b>	Regarding
<b>rec'd</b>	Received

## Abbreviation

## MEANING

<b>Reg</b>	Regular
<b>Rehab</b>	Rehabilitation
<b>RL</b>	Receptive Language
<b>R.N. or RN</b>	registered nurse
<b>R/O</b>	rule out
<b>R/S</b>	Reschedule
<b>ROI</b>	Release of Information
<b>R.O.M.</b>	range of motion
<b>RTC</b>	return to clinic; return to center or return telephone call
<b>Rx</b>	Prescription

## S

<b>SC</b>	Service Coordinator
<b>Sch</b>	Schedule
<b>S/E</b>	Social/Emotional
<b>SEA</b>	State Educational Agency
<b>Sect</b>	Section
<b>SFS</b>	Sliding Fee Scale
<b>S &amp; H</b>	Speech & Hearing
<b>SI</b>	special instruction or sensory integration
<b>Sib(s)</b>	Sibling(s)
<b>SLP</b>	Speech and Language Pathologist
<b>SLT or Sp Tx</b>	Speech Language Therapy; speech treatment
<b>SpL Or S/L</b>	Speech and language
<b>SRC</b>	State Records Center
<b>SSI</b>	Supplemental Security Income
<b>SS#</b>	Social Security Number
<b>ST</b>	Speech therapy or Street
<b>SW</b>	Social Worker or Social Work

## T

<b>TANF</b>	Temporary Assistance for Needy Families
<b>TBS</b>	To Be Scheduled
<b>TC</b>	telephone call
<b>TCM</b>	Targeted Case Management
<b>TEACCH</b>	Treatment and Education of Autistic and Related Communication Handicapped Children
<b>TPC</b>	Transition Planning Conference
<b>Tx</b>	Treatment

## U

<b>UCP</b>	United Cerebral Palsy
<b>UNC</b>	University of North Carolina
<b>UR</b>	Utilization Review
<b>USMC</b>	United States Marine Corps

# Abbreviation

# MEANING

## V

<b>VM</b>	Voicemail
<b>VR</b>	Vocational Rehabilitation

## W

<b>w/</b>	With
<b>WCB</b>	Will call back
<b>WFFA</b>	Work First Family Assistance
<b>WFL</b>	within functional limits
<b>WIC</b>	Women, Infants, and Children Program
<b>Wk or Wks</b>	Week or Weeks
<b>WNL</b>	within normal limits
<b>w/o</b>	Without

## X

<b>X</b>	Times
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## Y

<b>YO</b>	years old
<b>Yr</b>	Year

# List B: Medical Terminology Often Found in ITP Records

## A

<b>ā</b>	Before
<b>A &amp; B</b>	apnea & bradycardia
<b>abd</b>	abduction; abdomen
<b>ab</b>	Abortion
<b>a.c.</b>	before meals
<b>ACTH</b>	adrenocorticotrophic hormone
<b>add</b>	Adduction
<b>ADD</b>	Attention Deficit Disorder
<b>ADHD</b>	Attention Deficit/Hyperactivity Disorder
<b>AFO</b>	ankle-foot orthosis
<b>AFP</b>	alpha-fetoprotein
<b>AGA</b>	appropriate for gestational age
<b>AIDS</b>	acquired immunodeficiency syndrome
<b>AJ</b>	ankle jerk
<b>Alk. Phos.</b>	alkaline phosphatase

# Abbreviation

# MEANING

<b>ARC</b>	AIDS- related complex
<b>AROM</b>	active range of motion
<b>ASD</b>	atrial septal defect
<b>ATNR</b>	Asymmetrical tonic neck reflex
<b>AV</b>	atrioventricular

## B

<b>BAER</b>	Brainstem auditory evoked response
<b>bid</b>	Twice a day
<b>BM</b>	bowel movement
<b>BOM</b>	Bilateral otitis media
<b>BOS</b>	base of support
<b>bp</b>	blood pressure
<b>BPD</b>	Bronchopulmonary dysplasia
<b>BUN</b>	blood urea nitrogen

## C

<b>C</b>	Celsius (degrees)
<b>c</b>	With
<b>Ca</b>	Cancer
<b>CAT scan</b>	Computerized axial tomography scan
<b>CBC</b>	Complete blood count
<b>CC</b>	Chief Complaint
<b>cc</b>	cubic centimeter
<b>CF</b>	cystic fibrosis
<b>CHF</b>	Congestive heart failure
<b>CME</b>	Continuing medical education
<b>CMV</b>	Cytomegalovirus
<b>CN</b>	cranial nerves
<b>CNS</b>	central nervous system
<b>c/o</b>	complaint of
<b>COPD</b>	Chronic Obstructive Pulmonary Disease
<b>CP</b>	cerebral palsy
<b>CPAP</b>	continuous positive airway pressure
<b>CPK</b>	Creatinephosphokinase
<b>CPR</b>	cardiopulmonary resuscitation
<b>CT</b>	computed tomography

## D

<b>d/c</b>	discontinue
<b>DF</b>	Dorsiflexion
<b>dl</b>	Deciliter
<b>DNR</b>	do not resuscitate
<b>DTR</b>	deep tendon reflex

# Abbreviation

# MEANING

## E

<b>ECHO</b>	Echocardiogram
<b>EDC</b>	estimated date of confinement
<b>EDD</b>	estimated date of delivery
<b>EEG</b>	Electroencephalogram
<b>EENT</b>	eyes, ears, nose & throat
<b>EKG</b>	Electrocardiogram
<b>ENT</b>	ear, nose & throat
<b>EOM</b>	extra ocular movements
<b>ER</b>	Emergency Room

## F

<b>F</b>	Fahrenheit (degrees)
<b>F</b>	Female
<b>Fe</b>	Iron
<b>flex</b>	Flexion
<b>FROM</b>	Full Range of Motion
<b>Fx</b>	Fracture

## G

<b>G</b>	Gravida (total number of pregnancies)
<b>gm</b>	Gram
<b>Gastrocs</b>	Gastrocnemius
<b>GERD</b>	Gastroesophageal reflux disorder
<b>GI</b>	Gastrointestinal
<b>G-tube</b>	gastrostomy (feeding) tube
<b>GU</b>	Genitourinary

## H

<b>Hams</b>	Hamstrings
<b>HBP</b>	high blood pressure
<b>HC</b>	head circumference
<b>Hct</b>	Hematocrit
<b>HEENT</b>	Head, eyes, ears, nose, throat
<b>Hep B</b>	Hepatitis B
<b>Hgb</b>	Hemoglobin
<b>Hib</b>	Haemophilus influenzae, type b
<b>HIV</b>	Human immunodeficiency virus
<b>HMO</b>	Health Maintenance Organization
<b>H&amp;P</b>	history and physical examination
<b>h.s.</b>	at bed time
<b>HPI</b>	History of Present Illness
<b>HR</b>	heart rate
<b>Ht</b>	Height

# Abbreviation

# MEANING

## I

<b>IM</b>	Intramuscular
<b>Inpt</b>	Inpatient
<b>IR</b>	Internal rotation
<b>IV</b>	Intravenous(ly)

## J

<b>Jt</b>	Joint
<b>J-tube</b>	jejunostomy tube

## K

<b>Kcal</b>	kilo-calorie
<b>Kg</b>	Kilogram
<b>K</b>	Potassium

## L

<b>lb</b>	Pound
<b>LBW</b>	low birth weight
<b>L &amp; D</b>	labor and delivery
<b>LE</b>	lower extremity
<b>LGA</b>	large for gestational age
<b>Imp</b>	last menstrual period
<b>LOM</b>	left otitis media

## M

<b>M</b>	Male
<b>MA</b>	Mental age
<b>MAC</b>	Midarm circumference
<b>MAMA</b>	Midarm muscle area
<b>MEq</b>	Milliequivalent
<b>mg</b>	Milligram
<b>MI</b>	Myocardial infarction
<b>ml</b>	Milliliter
<b>mm</b>	Millimeter
<b>MMR</b>	Measles, mumps, rubella (vaccine)
<b>MRI</b>	Magnetic resonance imaging

## N

<b>Na</b>	Sodium
<b>N &amp; V</b>	Nausea and vomiting
<b>Neg</b>	Negative
<b>NG tube</b>	Nasogastric tube

## Abbreviation

## MEANING

<b>NICU</b>	Neonatal intensive care unit
<b>NKA</b>	no known allergies
<b>NKDA</b>	no known drug allergies
<b>NOS</b>	not otherwise specified
<b>NPO</b>	Nothing by mouth
<b>NSVD</b>	Normal spontaneous vaginal delivery

## O

<b>O<sub>2</sub></b>	Oxygen
<b>OCD</b>	Obsessive Compulsive Disorder
<b>O.D.</b>	right eye
<b>ODD</b>	Oppositional Defiance Disorder
<b>OM</b>	otitis media
<b>O.S.</b>	left eye
<b>O.U.</b>	Each eye
<b>oz</b>	Ounce

## P

<b>P</b>	Pulse
<b>p̄</b>	After
<b>p.c.</b>	After a meal
<b>Pcn</b>	Penicillin
<b>PDA</b>	Patent ductus arteriosus
<b>PE</b>	Physical examination
<b>PEG</b>	Percutaneous endoscopic gastrostomy
<b>PERRLA</b>	Pupils equal, round, and reactive to light and accommodation
<b>PH</b>	Past History
<b>PMH</b>	Past Medical History
<b>p.o.</b>	by mouth
<b>PROM</b>	Premature rupture of membranes (T) or passive range of motion
<b>pt</b>	Patient

## Q

<b>Qam</b>	Every morning
<b>q.d.</b>	Every day
<b>q.h.</b>	Every hour
<b>Qhs</b>	Every night
<b>q.i.d.</b>	Four times a day
<b>Qod</b>	Every other day
<b>Quads</b>	Quadriceps
<b>Qwk</b>	Every week

# Abbreviation

# MEANING

## R

<b>R</b>	Right
<b>RAD</b>	Reactive Airway Disease
<b>RBC</b>	red blood count or red blood cell
<b>RDS</b>	Respiratory distress syndrome
<b>Resp</b>	respirations/respiratory
<b>ROM</b>	right otitis media or rupture of membranes
<b>ROP</b>	Retinopathy of prematurity
<b>ROS</b>	Review of systems
<b>RR</b>	red reflex
<b>RSR</b>	regular sinus rhythm
<b>RSV</b>	respiratory syncytial virus

## S

<b>s</b>	Without
<b>SGA</b>	small for gestational age
<b>SGOT</b>	serum glutamic-oxaloacetic transaminase
<b>SH</b>	Social History
<b>SIDS</b>	Sudden Infant Death Syndrome
<b>SOB</b>	shortness of breath
<b>SOM</b>	serous otitis media
<b>S/P</b>	After
<b>Stat</b>	Immediately
<b>STNR</b>	Symmetrical tonic neck reflex
<b>SVD</b>	Spontaneous vaginal delivery
<b>Sx</b>	symptom(s)

## T

<b>Temp</b>	Temperature
<b>TB</b>	Tuberculosis
<b>TBI</b>	Traumatic Brain Injury
<b>t.i.d.</b>	three times a day
<b>TLR</b>	tonic labyrinthine reflex
<b>TM</b>	tympanic membrane
<b>TSF</b>	Triceps skin fold

## U

<b>U/A</b>	Urinalysis
<b>UE</b>	upper extremity
<b>URI</b>	upper respiratory infection
<b>US</b>	Ultrasonic or ultrasound
<b>UTI</b>	urinary tract infection

Abbreviation

MEANING

**V**

<b>VS</b>	Vital Signs
<b>vs</b>	versus
<b>VSD</b>	Ventricular Septal Defect

**W**

<b>wt</b>	Weight
<b>WB</b>	weight bearing
<b>WBC</b>	white blood cells or white blood count
<b>W/C</b>	Wheelchair

**X**

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**Y**

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**Z**

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