Duke Acronyms

An ABC Guide to Duke

Log in (upper right corner) to update or add acronyms.

A

AAAC: Alumni Admissions Advisory Committee
ABMT: Adult Bone Marrow Transplant
ABN: Advance Beneficiary Notification
ACA: Affordable Care Act
ACD: Automated Call Distribution
ACH: Automated Clearing House
ACL: Access Control List
ADA: Americans with Disabilities Act (federal law)
ADF: American Dance Festival
ADFC: Adjusted Direct Fixed Cost
ADG: Administrative Development Group
ADIC: Adjusted Indirect Variable Cost
ADJ: Adjustment
ADP: Automated Data Processing
ADR: Alumni and Development Records
ADS: Application and Database Services in OIT
AERI: Albert Eye Research Institute (at Duke Eye Center)
AES: IDX application Enhancement System
AFS: Andrew File System
AGI: Adjusted Gross Income
AGM: Advanced Grants Management
AHEAD: Academy for Health Professions Education and Academic Development
AHEC: Area Health Education Centers
ANSI: American National Standards Institute
AOC: Administrator on Call
A/P: Accounts Payable
APC: Ambulatory Payment Classification
APCR: Accounts Payable Check Request
APG: Ambulatory Payment Groups
API: Duke uses 3 API software systems: Time & Attendance, Staffing & Scheduling, and EdTrack
APT: Appointments, Promotions and Tenure
A/R: Accounts Receivable
ARCC: Audit, Risk and Compliance Committee (of the DU Board of Trustees)
ASA: Accounting Systems Administration
ASC: Ambulatory Surgery Center
ASCE: American Society of Civil Engineers
ASCII: American Standard Code for Information Interchange
ASIST: Advancing Scientific Integrity, Services and Training
ASM: Administrative Systems Management
ATB: Aged Trial Balance
ATBS: Aged Trial Balance Summary
ATC: American Tobacco Campus
AUTH: Authorization
AVP: Assistant Vice President or Associate Vice President
AVS: Address Verification System
AWN: Administrative Women’s Network

B

B&B: Biostatistics and Bioinformatics Department
B@D: Buy@Duke (Procurement program)
BAA: Business Associate Agreement
BAN: Billing Account Number
BAR: IDX Billing & Accounts Receivable System
BBP: Business-to-Business Procurement
BCBS: Blue Cross / Blue Shield
BCN: Batch Control Number
BF: Balance Forward
BFR: Budget and Financial Reporting (code)
BIA: Business Impact Analysis
BIRCWH: Building Interdisciplinary Research Careers in Women's Health
BME: Biomedical Engineering
BOD: Board of Directors (Duke University Health System)
BOOST: Building Opportunities and Overtures in Science and Technology
BOT: Board of Trustees (Duke University)
BPS: Budget Planning and Simulation
BSC: Balanced Scorecard

C

C/A: Contractual Adjustment
CALS: Continuous Acquisition and Life Cycle Support
CAPS: Counseling and Psychological Services
CARD: Clinical Account Request Database
CAS: Cost Accounting Standards
CBO: Central Business Office
CBT: Computer-Based Training
CBU: Clinical Business Unit
CC: Cost Center
CCE: Common Clinical Editor (online grouper)
CCF: Central Core Facility
CCFP: Center for Child and Family Policy
CCITSE: Common Criteria for Information Technology Security Evaluation
CCOW: Common Clinical Object Working Group
CCU: Coronary Care Unit
CCWS: Common Clinical Workstation
CDE: Clinical Data Editor (old online grouper)
CDE: Common Desktop Environment
CDG: Clinical Development Group
CDM: Charge Description Master File
CDN: Controlled Directory Number
COA: Care Delivery Organization
CDS: Center for Documentary Studies
CDSS: Centralized Device Services and Support in OIT
CEE: Civil & Environmental Engineering
CEN: Clinical Encounter Number
CEO: Chief Executive Officer
CFL: Center for Living
CFO: Chief Financial Officer
CHAMPUS: Civilian Health and Medical Program of the Uniformed Services
CHAVI: Center for HIV/AIDS Vaccine Immunology
CHAVI-ID: Center for HIV/AIDS Vaccine Immunology and Immunogen Discovery
CHC: Children's Health Center
CHG: Center for Human Genetics
CHGV: Center for Human Genome Variation
CICS: Customer Information Control System
CIEMAS: Center for Interdisciplinary Engineering, Medicine and Applied Sciences (Fitzpatrick Center)
CIO: Chief Information Officer
CIISIS: Hospital UB Claims Scrubber System
CIISO: Chief Information Security Officer
CIT: Center for Instructional Technology - also 'Learning Innovation'
CLA: Corporate License Agreement
CM: Configuration Management
CMB: Cell and Molecular Biology
CME: Continuing Medical Education
CMS: Content Management System or Centers for Medicare & Medicaid Services (federal entity)
COB: Coordination of Benefits or Close of Business
CODA: PDC General Ledger
COI: Conflict of Interest
CONTDAY: Daily job that builds the CTL-M schedule for the following day
COO: Chief Operating Officer
COPAY: Co-payment
CPDC: Community PDC
CPOE: Computerized Physician Order Entry
CPPD: Centralized Practice Plan Directors
<table>
<thead>
<tr>
<th>Acronym</th>
<th>Full Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>CQMP</td>
<td>Clinical Quality Management Program</td>
</tr>
<tr>
<td>CRC</td>
<td>Clinical Research Coordinator</td>
</tr>
<tr>
<td>CRMS</td>
<td>Clinical Resource Management System</td>
</tr>
<tr>
<td>CRSO</td>
<td>Clinical Research Support Office</td>
</tr>
<tr>
<td>CRTP</td>
<td>Clinical Research Training Program</td>
</tr>
<tr>
<td>CRU</td>
<td>Clinical Research Unit</td>
</tr>
<tr>
<td>CS</td>
<td>Campus Services</td>
</tr>
<tr>
<td>CSFC</td>
<td>Clinical Science Faculty Council</td>
</tr>
<tr>
<td>CSML</td>
<td>Course in Scientific Management &amp; Leadership</td>
</tr>
<tr>
<td>CTBO</td>
<td>Clinical Trials Billing Office</td>
</tr>
<tr>
<td>CTMS</td>
<td>Center for Theoretical and Mathematical Sciences</td>
</tr>
<tr>
<td>CTQA</td>
<td>Clinical Trials Quality Assurance</td>
</tr>
<tr>
<td>CTSI</td>
<td>Duke Clinical and Translational Science Institute (launched 08/2016, replaced DTMI)</td>
</tr>
<tr>
<td>CY</td>
<td>Calendar Year</td>
</tr>
</tbody>
</table>

**D**

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Full Form</th>
</tr>
</thead>
<tbody>
<tr>
<td>D@W</td>
<td>Duke at Work (web portal)</td>
</tr>
<tr>
<td>DAA</td>
<td>Duke Alumni Association</td>
</tr>
<tr>
<td>DARA</td>
<td>Durham and Regional Affairs</td>
</tr>
<tr>
<td>DART</td>
<td>Duke Administrative Reform Team</td>
</tr>
<tr>
<td>DASC</td>
<td>James E. Davis Ambulatory Surgical Center</td>
</tr>
<tr>
<td>DBA</td>
<td>Database Administration</td>
</tr>
<tr>
<td>DCC</td>
<td>Department Communication Coordinators</td>
</tr>
<tr>
<td>DCI</td>
<td>Duke Cancer Institute</td>
</tr>
<tr>
<td>DCID</td>
<td>Duke Center for International Development</td>
</tr>
<tr>
<td>DCHI</td>
<td>Duke Center for Health Informatics</td>
</tr>
<tr>
<td>DCRC</td>
<td>Duke Consultation &amp; Referral Center</td>
</tr>
<tr>
<td>DCRI</td>
<td>Duke Clinical Research Institute</td>
</tr>
<tr>
<td>DORU</td>
<td>Duke Clinical Research Unit</td>
</tr>
<tr>
<td>DDS</td>
<td>Duke Divinity School</td>
</tr>
<tr>
<td>DE</td>
<td>Dictionary Entry</td>
</tr>
<tr>
<td>DEC</td>
<td>Duke Eye Center</td>
</tr>
<tr>
<td>DECO</td>
<td>Duke Ethics &amp; Compliance Office (merged with OIA in May 2015 to create OARC)</td>
</tr>
<tr>
<td>DEDUCE</td>
<td>Duke Enterprise Data Unified Content Explorer</td>
</tr>
<tr>
<td>DEFT</td>
<td>Duke Elder Family Training Center</td>
</tr>
<tr>
<td>DERI</td>
<td>Duke Engineering Research Institute</td>
</tr>
<tr>
<td>DFEC</td>
<td>Duke Financial Economics Center</td>
</tr>
<tr>
<td>DFELL</td>
<td>Duke Free Electron Laser Laboratory</td>
</tr>
<tr>
<td>DFI</td>
<td>Depository Financial Institutions</td>
</tr>
<tr>
<td>DGHIO</td>
<td>Duke Global Health Institute</td>
</tr>
<tr>
<td>DGIN</td>
<td>Doing Good in the Neighborhood (program)</td>
</tr>
<tr>
<td>DHAS</td>
<td>Duke Health Access Services</td>
</tr>
<tr>
<td>DHCC</td>
<td>Duke Health Community Care</td>
</tr>
<tr>
<td>DHCH</td>
<td>Duke HomeCare &amp; Hospice</td>
</tr>
<tr>
<td>DHE</td>
<td>Duke Health Enterprise</td>
</tr>
<tr>
<td>DHIS</td>
<td>Duke Hospital Information System</td>
</tr>
<tr>
<td>DHN</td>
<td>Duke Heart Network</td>
</tr>
<tr>
<td>DHRC@FHI</td>
<td>Duke Human Rights Center at the Franklin Humanities Institute</td>
</tr>
<tr>
<td>DHRT</td>
<td>Duke Human Research Training</td>
</tr>
<tr>
<td>DHTS</td>
<td>Duke Health Technology Solutions</td>
</tr>
<tr>
<td>DIBS</td>
<td>Duke Institute for Brain Sciences</td>
</tr>
<tr>
<td>DIHI</td>
<td>Duke Institute for Health Innovation</td>
</tr>
<tr>
<td>DJSC</td>
<td>Duke Islamic Studies Center</td>
</tr>
<tr>
<td>DISCC</td>
<td>Duke Information System for Cardiovascular Care</td>
</tr>
<tr>
<td>DLAR</td>
<td>Division of Laboratory Animal Resources</td>
</tr>
<tr>
<td>DLC</td>
<td>Duke Lemur Center</td>
</tr>
<tr>
<td>DLDP</td>
<td>Drea Lab Data Portal</td>
</tr>
<tr>
<td>DLP</td>
<td>Data Loss Prevention</td>
</tr>
<tr>
<td>DMAS</td>
<td>Duke Medicine Access Services</td>
</tr>
<tr>
<td>DMGSC</td>
<td>Duke Medicine Global Support Corporation</td>
</tr>
<tr>
<td>DMP</td>
<td>Duke Medicine Pavilion</td>
</tr>
<tr>
<td>DMI</td>
<td>Duke Molecular Physiology Institute</td>
</tr>
<tr>
<td>DN</td>
<td>Duke North (hospital)</td>
</tr>
<tr>
<td>DNE</td>
<td>Direct Note Entry</td>
</tr>
<tr>
<td>DNS</td>
<td>Duke Network Services</td>
</tr>
<tr>
<td>DOB</td>
<td>Date of Birth</td>
</tr>
<tr>
<td>DOCR</td>
<td>Duke Office of Clinical Research</td>
</tr>
<tr>
<td>DOM</td>
<td>Department of Medicine</td>
</tr>
</tbody>
</table>
FCS: Financial Counseling Status
FDA: U.S. Food and Drug Administration
FHI: Franklin Humanities Institute
FIFO: First In, First Out (financial acronym; common cash term)
FIP: Fitzpatrick Institute for Photonics (interdisciplinary institute in Pratt School of Engineering that study light)
FMD: Facilities Management Department
FMLA: Family Medical Leave Act
FPM: Financial Practice Manager
FSC: Financial Status Classification
FTP: File Transfer Protocol
F/U: Follow Up
FY: Fiscal Year
FYE: Fiscal Year End
FYTD: Fiscal Year To Date

G

GAP: General Accounting Procedures
GCC: General Computer Controls
GCP: Good Clinical Practices
GIM: General Internal Medicine (Division in the DOM)
G/L: Duke General Ledger System
GMS: Graduate Medical School
GPSC: Graduate & Professional Student Council
GSA: Graduate Student Affairs
GSAAC: Graduate Student Affairs Advisory Committee
GSRC: Genome Science Research Center
GUI: Graphical User Interface

H

HCFA: Health Care Financing Administration
HCPCS: HCFA Common Procedure Coding System
HDM: Health Data Maintenance (3M Coding System)
HDS: Health Data Systems (Per-Se)
HICN: Health Insurance Claim Number
HIPAA: Health Insurance Portability & Accountability Act
HL7: Health Level 7 Interface Protocol
HLLAPI: High-Level Language Application Programming Interface
HMO: Health Maintenance Organization
HPPI: Siemens Hospital Profile
HPTS: High Performance Transaction System
HR: Human Resources
HRA: Health Risk Assessment
HRIC: Human Resource Information Center
HRPP: Human Research Protection Program
HSRC: Human Subject Research Compliance
HTML: Hypertext Markup Language
HTTP: Hypertext Transfer Protocol
HP: Healthcare Vertical Portal
Hyland Onbase: Workflow Management System

I

IACUC: Institutional Animal Care & Use Committee
IBC: Institutional BioSafety Committee
ICA: Insurance Counseling Assistance (program)
ICC: Independent Contractor Checklist
ICD-9: International Classification of Diseases, 9th Release, Clinical Modification
ICF: Intermediate Care Facility
IDE: Investigational Device Exemption
IDS: Investigational Drug Service
IEP: Initial Enrollment Period
IEQ: Initial Enrollment Questionnaire
IER: Intermediary Expenditure Report
IGSP: Institute for Genome Sciences and Policy
IMaCS: Innovative Managed Care Systems, Inc.
IND: Investigational New Drug
IPC: International Patient Center
IPRP: Interim Payment Review Program
IRB: Institutional Review Board
IS: Information systems
ISDS: Institute of Statistics and Decision Sciences (renamed: Department of Statistical Science)
ISO: Information Security Office (Duke entity)
ISOP: Information Security Operations Plan
ISSC: Information Security Steering Committee
IT: Information Technology
ITAC: Information Technology Advisory Council
ITSO: Information Technology Security Office
IVR: Interactive Voice Response

J
JAQ: Job Assessment Questionnaire
JCAHO: Joint Commission on Accreditation of Healthcare Organizations
JIT: Just in Time
JV: Journal Voucher

K
K: Krzyzewski (Coach)
KPI: Key Performance Indicator(s)

L
L&OD: Learning & Organization Development
LAN: Local Area Network
LDOC: Last Day of Classes
LE@DD: Leadership Education at Duke Divinity
LFL: LIVE FOR LIFE program
LMS: Learning Management System
LOA: Letter of Agreement
LOC: Letter of Credit
LSC: Library Service Center
LSRC: Levine Science Research Center

M
MACC: Multi-Specialty Ambulatory Care Center
MCEC: Medical Center Executive Committee
MC: Maestro Care
MCO: Managed Care Organization
MDC: Medicaid
MDE: MDeverywhere
MDR: Medicare
MECA: Medical Education Capture and Access
MEDB: Medicare Part B
MEDITECH: Medical Information Technology, Inc.
MELIG: Medicaid Eligibility Lookup Program
MEMS: Mechanical Engineering and Materials Science
MEng: Master of Engineering
MFA: Multi-factor Authentication
MOB: Medical Office Building
MOU: Memo of Understanding
MRC: Multicultural Resource Center
MRN: Medical Record Number
MSP: Medicare Secondary Payer
MSPQ: Medicare Secondary Payer Questions
MSRB: Medical Sciences Research Building
MTA: Material(s) Transfer Agreement
MTD: Month-to-Date
MUMPS: Massachusetts (General Hospital) Utility Multi-Programming System
NCAG: New Creation Arts Group - Divinity School
NDW: Novius Data Warehouse
NEIC: National Electronic Information Clearinghouse
NEMB: Notice of Exclusion for Medicare Benefits
NHID: National Healthcare Identifier
NIH: National Institutes of Health
NMA: Nasher Museum of Arts
NOA: Notice of Admission
NSF: National Science Foundation
NSO: New Staff Orientation
NSOE: Nicholas School of the Environment
NUBC: National Uniform Billing Committee
NUS: National University of Singapore (Duke & NUS have a joint Graduate Medical School)

OA: Other Adjustment
OARC: Office of Audit, Risk and Compliance
OARQ: Office of Regulatory Affairs and Quality
OAWA: Office of Animal Welfare Assurance
OCRC: Office of Corporate Research Collaboration (now Office of Research Contracts)
OCS: Office of Communication Services
OE: Open Enrollment
OESO: Occupational & Environmental Safety Office
OIA: Office of Internal Audits (merged with DECO in May 2015 to create OARC)
OIE: Office for Institutional Equity
OIT: Office of Information Technology
ONC: Office of News & Communications
OnCore: Online Collaborative Research Environment
OPS: Office of Postdoctoral Services
ORA: Office of Research Administration (Medical Center)
ORC: Office of Research Contracts
ORI: Office of Research Informatics; also Office of Research Integrity
ORS: Office of Research Support (Campus)
OSP: Office of Sponsored Programs
OWA: Outlook Web App

P&P: Pay and Performance
P-Card: Duke's Procurement Card
PA: Patient Accounting
PACE: Protected Analytic Computing Environment
PAM: Privileged Account Management
PAR: Periodic Automatic Replenishment
PARISS: Program for Advanced Research in the Social Sciences
PAS: Personal Assistance Service
PASSPORT: Eligibility System
PBMT: Pediatric Bone Marrow Transplant
PCN: Patient Control Number
PCOBA: President's Council on Black Affairs
PCP: Primary Care Physician
PCS: Paperless Collection System
PDA: Personal Digital Assistant
PDC: Private Diagnostic Clinic, PLLC
PDF: Portable Document Format
PDI: Professional Development Institute
PDSS: Professional Development Seminar Series
PEP: Performance Evaluation and Planning form
PERQS: Duke's Employee Discount Program
PFF: Preparing Future Faculty
PGP: Pretty Good Privacy
PHI: Protected Health Information (sometimes referred to as Patient Health Information)
PI: Principal Investigator
PIN: Personal Identification Number
PLB: Provider Level Adjustment on Payor Remittances
PM: Siemens' Patient Management (Invision)
PMI: Protected Medical Information
POE: Physician Order Entry
POS: Point of Service
PPO: Preferred Provider Organization
PPOS: Passport OneSource Eligibility System
PRDN: Protected Research Data Network
PRINS: Profile Insurance Master
PRM: Payor Responsibility Master File
PRMO: Patient Revenue Management Organization
PSA: Personal Service Agreement
PSCO: Patient Safety and Clinical Quality
PST: Patient Status Transfer (Invision)
PTO: Paid Time Off
PTS: Parking and Transportation Services
PWIM: Program for Women in Internal Medicine

Q
QMF: Query Management Facility

R
R/3: SAP System (real-time, 3-tier)
R&R: Rewards and Recognition
RA: Remittance Advice
RAA: Research Administration Academy
RACI: Research Administration Continuous Improvement
RAI: Research Administration Institute
RAS: Report Automation System
RCAC: Research Computing Advisory Council
RCC: Research Computing Center (Telecom Building) or Research Costing Compliance
RCH: Raleigh Community Hospital
RCR: Responsible Conduct of Research (Graduate School degree requirement)
RDS: Research Data Security Plan
REDCap: Research Electronic Data Capture (web application)
REG: Registration
REQ: Required
RIO: Research Integrity Office
RLHS: Resident Life and Housing Services
RMT: Research Management Team
ROD: Record of Destruction
ROI: Return on Investment
RPM: Research Practice Manager
RTF: Rich Text Format
RTIF: Return Transaction Interface Facility

S
SAP: Duke's payroll and financial system
SBAR: Situation-Background-Assessment-Recommendation
SBR: Site-Based Research
SCAC: Scalable Computing Advisory Committee (a committee of the RCAC)
SCHED: IDX Appointment Scheduling System
SCHIP: State Children's Health Insurance Program
SDAL: Signature and Delegation of Authority Log
SEPC: Special Events Planning Council (Duke's Special Event Planners)
SHC: Strength, Hope, and Caring program
SISS: Student Information Services and Systems
SMIF: Shared Materials Instrumentation Facility
SMS: Siemens Medical Solutions
SMTP: Simple Mail Transfer Protocol
SOD: Segregation of Duties
SOM: School of Medicine
SON: School of Nursing
SORF: Surgical Oncology Research Facility
SOT: Solid Organ Transplant
SPS: Sponsored Projects System
SRS: Safety Reporting System
SSN: Social Security Number
SSPACISS: Statistical Signal Processing Applied to Cochlear Implants and Subsurface Sensing
SSRI: Social Science Research Institute
STAR: Space Tracking and Reporting
STEM: Science, Technology, Engineering & Math

T

TBOC: Trinity Board of Visitors
TOE: Transmission Control and Errors (Siemens daily report of errors from batch processing)
TCO: Total Cost of Ownership
TERMID: Terminal ID
TES: Transaction Editing System
TIN: Tax Identification Number
TIP: Talent Identification Program
TMAD: This Month at Duke
TOF: Transforming Our Future (DUHS initiative)
TOS: Type of Service
TSCHE: The Mary Duke Biddle Trent Semans Center for Health Education
TTS: Trinity Technology Services
TUNL: Triangle Universities Nuclear Laboratory

U

UB: Uniform Bill
UC: Unapplied Cash
UDV: University Development
UG: Uniform Guidance (officially "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" issued by the U.S. Office of Management & Budget)
UIC: University Institutes and Centers
UPEF: Undergraduate Program Enhancement Fund
UPGG: University Program in Genetics and Genomics
UPIN: Universal Physician Identification Number
URS: Undergraduate Research Support
USP: University Scholars Program

V

VA: Veterans’ Affairs
VBA: Visual Basic for Applications
VIP: Vertical Integration Program
VPN: Virtual Private Network

W

WAN: Wide Area Network
W@D: Working @ Duke
WBSE: Work Breakdown Structure Elements
WC: Workers’ Compensation
WCS: Work Culture Survey
WF: Workflow
WIN: Women’s Impact Network
WWW: World Wide Web

X

Y

YTD: Year-to-Date

Z
OTHER

1:1  One-on-One
25Live: Duke Event Management scheduling system
277: Specific format of Health Care Claims Notification
835: A specific format of an Electronic Remittance Advice (payment notification)
837: Specific format of Health Care Claims Transaction Set
1040: A specific format of an Electronic Remittance Advice (payment notification)
4010: Specific format of an Electronic Remittance Advice