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 (eff 2019, part of DOSI)
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
CBSU: Clinical Business Unit
CC: Cost Center
CC: 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
CDO: Care Delivery Organization
CDS: Clinical Data Repository
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
CI: Customer Information Control System
CIEMAS: Center for Interdisciplinary Engineering, Medicine and Applied Sciences (Fitzpatrick Center)
CIO: Chief Information Officer
CIIRIUS: Hospital UB Claims Scrubber System
CISO: 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
CQMP: Clinical Quality Management Program
CRC: Clinical Research Coordinator
CRM: Clinical Research Management System
CRSO: Clinical Research Support Office
CRTP: Clinical Research Training Program
CRU: Clinical Research Unit
CS: Campus Services
CSFC: Clinical Science Faculty Council
CSML: Course in Scientific Management & Leadership
CTBO: Clinical Trials Billing Office
CTMS: Center for Theoretical and Mathematical Sciences
CTQA: Clinical Trials Quality Assurance
CTSA: Duke Clinical and Translational Science Award
CTSI: Duke Clinical and Translational Science Institute (launched 08/2016, replaced DTMI)
CY: Calendar Year

D

D@W: Duke at Work (web portal)
DAA: Duke Alumni Association
DARA: Durham and Regional Affairs
DART: Duke Administrative Reform Team
DASC: James E. Davis Ambulatory Surgical Center
DBA: Database Administration
DCC: Department Communication Coordinators
DCI: Duke Cancer Institute
DCID: Duke Center for International Development
DCHI: Duke Center for Health Informatics
DCRC: Duke Consultation & Referral Center
DCRI: Duke Clinical Research Institute
DCRU: Duke Clinical Research Unit
DDS: Duke Divinity School
DE: Dictionary Entry
DEC: Duke Eye Center
DECO: Duke Ethics & Compliance Office (merged with OIA in May 2015 to create OARC)
DEUCE: Duke Enterprise Data Unified Content Explorer
DEFT: Duke Elder Family Training Center
DERI: Duke Engineering Research Institute
DFEC: Duke Financial Economics Center
DFELL: Duke Free Electron Laser Laboratory
DIFI: Depository Financial Institutions
DGHI: Duke Global Health Institute
DGIN: Doing Good in the Neighborhood (program)
DHAS: Duke Health Access Services
DHCC: Duke Health Community Care
DHCH: Duke HomeCare & Hospice
DHE: Duke Health Enterprise
DHIS: Duke Hospital Information System
DHN: Duke Heart Network
DHRC@FHI: Duke Human Rights Center at the Franklin Humanities Institute
DHRT: Duke Human Research Training
DHTS: Duke Health Technology Solutions
DIBS: Duke Institute for Brain Sciences
DIHI: Duke Institute for Health Innovation
DISE: Duke Islamic Studies Center
DISCC: Duke Information System for Cardiovascular Care
DLAR: Division of Laboratory Animal Resources
DLC: Duke Lemur Center
DLDP: Drea Lab Data Portal
DLP: Data Loss Prevention
DMAS: Duke Medicine Access Services
DMGSC: Duke Medicine Global Support Corporation
DMP: Duke Medicine Pavilion
DMP: Duke Molecular Physiology Institute
DN: Duke North (hospital)
DNE: Direct Note Entry
DNS: Duke Network Services
DOB: Date of Birth
DOCR: Duke Office of Clinical Research
DOM: Department of Medicine
DON: Duke Oncology Network
DOSI: Duke Office of Scientific Integrity (created in 2019 by merger of RIO and ASIST)
DPC: Duke Primary Care
DPH: Duke Prospective Health
DRaH: Duke Raleigh Hospital (also referred to as DHRH)
DURAL: Duke Raleigh Hospital
DRH: Duke Regional Hospital (formerly Durham Regional Hospital)
DS: Duke South (clinics)
DSCR: Duke Shared Cluster Resource (Duke's resource for high performance research computing)
DSG: Duke Student Government
DSM: Decision Support Module
DSS: Decision Support System
DTB: Detailed Trial Balance
DTMI: Duke Translational Medicine Institute (replaced by CTSI 08/2016)
DTRI: Duke Translational Research Institute
DTS: Duke Temporary Services
DU: Duke University
DUAP: Duke University Affiliated Physicians
DUEI: Duke University Energy Initiative
DUFCU: Duke University Federal Credit Union
DUH: Duke University Hospital
DUHS: Duke University Health System
DUID: Duke Unique Identification (number)
DUMAC, Inc: Investment organization controlled by Duke University (formerly known as Duke University Management Company)
DUMC: Duke University Medical Center
DUPD: Duke University Police Department
DUSOM: Duke University School of Medicine (also referred to as SOM)
DUSON: Duke University School of Nursing (also referred to as SON)
DVS: Duke Visa Services
DWS: Duke Web Services

E

E&O: Engineering and Operations
EAP: Employee Assistance Program
eAPCR: Electronic Accounts Payable Check Request
EBAT: Employee Behavior Assessment Team
ECE: Electrical and Computer Engineering
ECRT: Effort Certification and Reporting Technology
EDI: Electronic Data Interchange
EDM: Electronic Document Management
EFT: Electronic Funds Transfer
eGRC: Enterprise Governance, Risk and Compliance
EHR: Electronic Health Record
eIRB: Electronic Institutional Review Board
EMAIL: Electronic Mail
EMR: Electronic Medical Record
EOB: Explanation of Benefits
EOHW: Employee Occupational Health and Wellness
ePHI: Electronic Protected Health Information (sometimes referred to as Electronic Patient Health Information)
EPIC: Evidence-based Practice Implementation Center
eRA: Electronic Research Administration
ERA: Electronic Remittance Advice (payment notification)
ERM: Enterprise Risk Management
ERN: Electronic Research Notebooks
ERP: Employees' Retirement Plan
ESS: Enterprise System Support
ET&R: Employee Travel & Reimbursement
EULA: End-User License Agreement
EVP: Executive Vice President
EWB: Engineers Without Borders
EWH: Engineering World Health

F

F2F: Face to Face
FAM: Financial Assessment and Management
FAQ: Frequently Asked Questions
FC: Financial Class (Duke Hospital)
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>FCC</td>
<td>Financial Care Counselor</td>
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<tr>
<td>FCIEMAS</td>
<td>Fitzpatrick Center for Interdisciplinary Engineering, Medicine and Applied Sciences (a/k/a CIEMAS or Fitzpatrick Building)</td>
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<tr>
<td>FCS</td>
<td>Financial Counseling Status</td>
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<tr>
<td>FDA</td>
<td>U.S. Food and Drug Administration</td>
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<td>FHI</td>
<td>Franklin Humanities Institute</td>
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<tr>
<td>FIFO</td>
<td>First In, First Out (financial acronym; common cash term)</td>
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<tr>
<td>FIP</td>
<td>Fitzpatrick Institute for Photonics (interdisciplinary institute in Pratt School of Engineering that study light)</td>
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<td>FMD</td>
<td>Facilities Management Department</td>
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<tr>
<td>FMLA</td>
<td>Family Medical Leave Act</td>
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<td>FPM</td>
<td>Financial Practice Manager</td>
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<td>FSC</td>
<td>Financial Status Classification</td>
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<td>FTP</td>
<td>File Transfer Protocol</td>
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<td>F/U</td>
<td>Follow Up</td>
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<td>FY</td>
<td>Fiscal Year</td>
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<td>FYE</td>
<td>Fiscal Year End</td>
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<td>FYTD</td>
<td>Fiscal Year To Date</td>
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<tr>
<td>GAP</td>
<td>General Accounting Procedures</td>
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<td>GCC</td>
<td>General Computer Controls</td>
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<td>GCP</td>
<td>Good Clinical Practices</td>
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<td>GIM</td>
<td>General Internal Medicine (Division in the DOM)</td>
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<td>G/L</td>
<td>Duke General Ledger System</td>
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<td>GMS</td>
<td>Graduate Medical School</td>
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<td>GPSC</td>
<td>Graduate &amp; Professional Student Council</td>
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<td>GSA</td>
<td>Graduate Student Affairs</td>
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<tr>
<td>GSAAC</td>
<td>Graduate Student Affairs Advisory Committee</td>
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<tr>
<td>GSRC</td>
<td>Genome Science Research Center</td>
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<tr>
<td>GUI</td>
<td>Graphical User Interface</td>
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<tr>
<td>HCFA</td>
<td>Health Care Financing Administration</td>
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<td>HCPCS</td>
<td>HCFA Common Procedure Coding System</td>
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<td>HDM</td>
<td>Health Data Maintenance (3M Coding System)</td>
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<td>HDS</td>
<td>Health Data Systems (Per-Se)</td>
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<tr>
<td>HICN</td>
<td>Health Insurance Claim Number</td>
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<tr>
<td>HIPAA</td>
<td>Health Insurance Portability &amp; Accountability Act</td>
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<tr>
<td>HL7</td>
<td>Health Level 7 Interface Protocol</td>
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<td>HLLAPI</td>
<td>High-Level Language Application Programming Interface</td>
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<td>HMO</td>
<td>Health Maintenance Organization</td>
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<td>HPI</td>
<td>Siemens Hospital Profile</td>
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<td>HPTS</td>
<td>High Performance Transaction System</td>
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<td>HR</td>
<td>Human Resources</td>
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<td>HRA</td>
<td>Health Risk Assessment</td>
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<td>HRIC</td>
<td>Human Resource Information Center</td>
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<td>HRPP</td>
<td>Human Research Protection Program</td>
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<td>HSRRC</td>
<td>Human Subject Research Compliance</td>
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<td>HTML</td>
<td>Hypertext Markup Language</td>
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<td>HTTP</td>
<td>Hypertext Transfer Protocol</td>
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<td>HVP</td>
<td>Healthcare Vertical Portal</td>
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<td>Hyland Onbase</td>
<td>Workflow Management System</td>
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<td>IACUC</td>
<td>Institutional Animal Care &amp; Use Committee</td>
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<td>IBC</td>
<td>Institutional BioSafety Committee</td>
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<td>ICA</td>
<td>Insurance Counseling Assistance (program)</td>
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<td>ICC</td>
<td>Independent Contractor Checklist</td>
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<td>ICD-9</td>
<td>International Classification of Diseases, 9th Release, Clinical Modification</td>
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<tr>
<td>ICF</td>
<td>Intermediate Care Facility</td>
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<td>IDE</td>
<td>Investigational Device Exemption</td>
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<td>IDS</td>
<td>Investigational Drug Service</td>
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<td>IEP</td>
<td>Initial Enrollment Period</td>
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<td>IEQ</td>
<td>Initial Enrollment Questionnaire</td>
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<tr>
<td>IER</td>
<td>Intermediary Expenditure Report</td>
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</tbody>
</table>
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
ORS: Office of Research Support (Campus)
OSP: Office of Sponsored Programs
OWA: Outlook Web App

P

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
PCOA: 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
PEROS: Duke's Employee Discount Program
PEP: Pay and Performance
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 File
PRMO: Patient Revenue Management Organization
PSA: Personal Service Agreement
PSCQ: 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
RAD: Research Application Development (a team within ORI)
RAI: Research Administration Institute
RAS: Report Automation System
RCAC: Research Computing Advisory Council
RCC: Research Computing Center (Telcom Building) or Research Costing Compliance
RCH: Raleigh Community Hospital
RCR: Responsible Conduct of Research (Graduate School degree requirement)
RSDSP: Research Data Security Plan
REDCap: Research Electronic Data Capture (web application)
REG: Registration
REQ: Required
RIO: Research Integrity Office (eff 2019, part of DOSI)
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)
SCAP: Scientific Culture and Accountability Plan
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
TCE: 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
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