

New Hampshire Division for Children, Youth and Families' Glossary



Defined Terms A-B

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Approved:



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The following terms are defined for application to Policies and Standard Operating Procedures of the Division for Children, Youth and Families. Unless otherwise identified within a document, these meanings are intended.

Term	Definition	Acronym
504 Plan	means the plan that describes the accommodations that the school will provide to support an eligible youth's education.	
Absconder	means a youth on juvenile probation or parole who hides, conceals, or absents themselves with the intent to avoid legal process or authorized control.	
Accompanied Transportation Services	means transporting children to and from appointments with the service provider being available to remain on-site with children during the appointments or for a set amount of time as indicated by the CPSW or JPPO.	
Acquired Immune Deficiency Syndrome	means a severe infection of the immune system caused by the human immunodeficiency virus (HIV), which results in an acquired defect in immune function that reduces the infected person's resistance to opportunistic infections and cancer.	AIDS
Action Plan	means a document used with the families to identify specific actions and strategies to avoid, disrupt, or escape high-risk situations.	
Added Allegations Report	means a report received at Central Intake that meets the criteria to be screened in and will be added to a current open Assessment at the District Office that has been open for 45 calendar days or less.	
Additional Information	means information received on a referral or case that is currently open with CPS or JJS, where the new information is duplicative or does not meet the criteria of abuse or neglect. The information received is sent to the District Office as an associated referral, not as a new report.	
Administration for Children and Families	means the federal agency under the federal Department of Health and Human Services' (DHHS) Children's Bureau that oversees States and the administration of Title IV-E and Title IV-B programs.	ACF

Administrative Appeals Unit	means the DHHS Unit that operates independently of DHHS Program Offices and Divisions, with a mission to conduct impartial hearings and render decisions in accordance with the requirements of NH Statutes and Administrative Rules.	AAU
Administrative Cost Ratio	means the number of children placed in unlicensed foster care settings, foster care candidates, and cases that are Title IV-E eligible but are receiving Supplemental Security Income (SSI) that are added to the number of Title IV-E eligible children in the quarterly Random Moment Sample (RMS) caseload statistics for Title IV-E administrative claiming.	
Administrative Release	means an administrative procedure to provide a period of community adjustment before parole status is granted. Except in cases of emergency as determined by the commissioner of DHHS, an administrative release remains in effect for no longer than 30 days. See: RSA 170-H:2, I; RSA 170-H:5; and RSA 621:3, I.	AR
Administrative Supervision	means the activities of the supervisor, including case management functions, which are directed toward implementing the organizational objectives and helping to ensure that the quantity and quality of work achieves standards articulated by the agency. The administrative function involves planning, executing, monitoring, and evaluating activities to accomplish the work of the agency through the staff.	
Adolescent Care	means that category of foster family care for the care of adolescents, ages 14-21 years with specialized needs, provided by foster parents that have been recruited, selected, and trained to serve this specialized population.	
Adolescent Foster Home	means a category of foster family care for adolescents, ages 14-21 years with specialized needs, provided by foster parents that have been recruited, selected, and trained to serve this specialized population.	
Adolescent Program	means the program that ensures current and former youth in care obtain the preparation, resources, and positive youth development they need to establish connections with caring adults and become self-sufficient and successful.	
Adolescent Program Funds	means the funds that are made available through the federal John H. Chafee Foster Care Independence Program to help achieve the mission of the Adolescent Program.	
Adolescent Worker	is a CPSW who has extensive knowledge about the developmental and related needs of adolescence and who consults with CPSW/JPPOs to meet the needs of youth and to ensure they make a successful transition out of foster care.	

Adoption	means the establishment of the status of parent and child between individuals who are not biological parent and child.	
Adoption Assistance Agreement	means a written agreement, between DCYF and the prospective adoptive parent(s) of a minor child with special needs, that: specifies the nature and amount of any payments, services or assistance to be provided; provides that the agreement will remain in effect regardless of where the adoptive parents reside; and, contains provisions for the protection of the interests of the child in cases where the adoptive parents and child move to another State.	
Adoptive History Report	means the written case history, which includes social, medical, psychological, and educational information about a child who might be/has been adopted and their birth family.	
Adult Living Preparation Process	means a process of assessing, planning, and supporting youth through the transition from childhood through adolescence and into independence and adulthood. This term includes Independent Living or IL.	ALPP
Advance Directives	means important information about designating another individual to make health care treatment decisions on the youth's behalf in the event they are unable to make these decisions on their own. This information is provided to youth who attend the 90-Day Youth Transition Meeting.	
Adventure Training	is an independent living service for youth, which provides challenging, recreational, experiential activities that enhance self-concept and positive behavior in a therapeutic and supportive group environment.	
Aftercare Services	means continued case management, future planning, and limited financial assistance provided to former youth in care pursuing educational, employment, housing, and other goals after the closure of the most recent Child Protective or Juvenile Justice Case.	
Age or Developmentally-Appropriate	means the federal standard in SSA 475(11)(A) that qualifies activities or items that are generally accepted as suitable for children of the same chronological age or level of maturity, or that are determined to be developmentally-appropriate for a specific child based on the developmental stages attained by that child with respect to their cognitive, emotional, physical, and behavioral capacities.	
Allegation	means a reasonable belief that a child has been subject to abuse or neglect through conduct, actions, or omissions that constitute harm, or a threat of harm, to the life, health, or welfare of the child.	

Alleged Perpetrator	means an individual who is alleged to have psychologically abused, physically abused, sexually abused, or neglected a child.	
Alternative Caregiver	means an adult other than the primary caregiver who can assume safe and responsible care of the child(ren) and who agrees to the conditions of the safety plan created.	
Another Planned Permanent Living Arrangement	means a permanency goal in which the Division maintains supervision of, and placement and care responsibility for a youth age 16 or older through the deliberate placement of the youth with an identified permanent connection until the youth reaches adulthood based on compelling information that it is not in the youth's best interest to seek a more permanent goal.	APPLA
Applicant	means the individual(s), or household member(s), who has applied or requested to become a placement for a child, including a foster parent, relative care provider, adoptive parent, or a formal or informal respite provider.	
Arrest	means the taking of a person into custody in order that he may be forthcoming to answer for the commission of a crime. See: RSA 594:1, I; and State v. Sampson, 125 NH 544 (1984).	
Assessment	means an investigation of alleged child abuse or neglect completed by a CPSW pursuant to RSA 169-C:34 and documented in the child welfare information system.	
Assistance Group	means the individuals living together, with or without benefit of a dwelling, whose needs, income, and resources are considered and combined together when determining eligibility and the amount of financial or medical assistance to be allotted.	
Authorization	means allowing a recipient to receive services as recorded on Form 2110.	
Authorization of Emergency Assistance Services	means the formal action by DHHS of allowing a family to receive Emergency Assistance Services, as recorded on Form 765(a) by the Division of Economic and Housing Stability, or Form 1870 by the Division for Children, Youth and Families (DCYF).	
Authorized Release Plan	means a youth on an approved furlough, off-grounds school or work program, campus trust activity, community appointment, practice pass, or staff accompanied community trips.	
Ballistic Vest	means Division-issued ballistic-resistant and stab-resistant body armor that provides coverage and protection primarily to the torso.	

Best Interest Determination	means the process by which it is determined if the child should remain in the school of origin, which is considered in the child’s best interest, unless it is determined that the child should change schools for their best interest.	BID
Better Together Team	means a group of individuals, representative of CPSWs, JPPOs, DCYF Supervisors, Parent Leaders, and community partners within a region of New Hampshire, working together to promote parent voice and parent engagement at the District Office level.	BTT
Bureau of Organizational Learning and Quality Improvement	is a Bureau of the Division for Children, Youth and Families.	BOLQI
Bridges	means the statewide automated child welfare information system (SACWIS) for case management, information, tracking, and reimbursement used by DCYF.	

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