

Disability and Carers Service Abbreviations List

A

AACT	Actual Average Clearance Time
AC	Automated Credit Control
ACAT	Adjudication Checking & Advice Team
Acc	Accepted
ACCT	Account
ACM	Active Case Management
ACTN	Action
ADD	Additional Address
ADD	Address
Adjo	Adjudication Officer
ADL	Additional
ADM	Admission
Adv	Advice
ADV	Advance
AET	Administrative Error Team
AGMT	Agreement (MOTA)
AGU	Advice Guides Unit
AMT	Amount
ANS/MCHNE	Answering Machine
AOD	Adjudication Officer's Decision
Apps	Appeals
APPT	Appointee
ARN	Agreement Reference Number
ARRS	Arrears
AS	Appeals Service
ASAP	As Soon As Possible
ASG	Adjudication Support Group
AT	Appeal Tribunal
ATAS	Audit Trail Analysis System
ATP	Authority To Pay
AU	Combined Payment
AUTH	Authorisation
AW[A/W]	Appeal Writer
AWD	Award
AWT	Await

B

B.Soc A/C	Building Society Account
BAPCU	Benefit Agency Parliamentary Correspondence Unit
BAU	Business as usual
BCK	Back
BDR	Boarder
BDR PYMT	Boarder Payment
BF	Bodily Function
BIP	Benefit Integrity Project
BLU	Branch Liaison Unit
BNK	Bank
BNK DETS	Bank Details

C

C/BACK	Callback
C/P	Claim pack
CAB	Citizens Advice Bureau
CAS	Central Adjudication Services
CATP	Cancellations of Authority To Pay
CB	Combined Payment
CBF	Central BF
CC	Case Controls
CCAT	Customer Claim Administration Team
CCH	Customer Care Helpline
CCLO	Claim Closed
CCM	Customer Claim Manager
CCU	Claims Conversion Unit
CDT	Central Data Team
CERT ACCOM	Certain Accommodation
CET	Central Explanation Team
CF	Central Filestore
CHGE	Change
CL/BK	Claw Back
CLER	Clerical
CLO	Claims Liaison Officer
CMU	Community Liaison Unit
CNR	Main Claim Not Registered
CO	Change of
COA	Change of Address
COACCT	Change Of Account
COC	Change of Circumstances
COMB PYT	Combined Payment
COMOP	Change Method Of Payment
CONF	Confirmed/Confirmation
COPO	Change of Post Office
CORK	Change of Registered Keeper
CORRES	Correspondence
CPB	Combined Payment Branch
CRD	Card
CRN	Customer Reference Number
CRU	Compensation Recovery Unit
CSO	Customer Service Officer
CST	Customer Service Team
CUST	Customer
Cx	Customer

D

DBD36	Doctors Fee Form
D/CERT	Death Certificate
D/D	Dispute Date
D/NOTIF	Death Notification
DAT	Disability Appeal Tribunal
DATCO	Disability Appeal Central Office
DBU	Disability Benefits Unit
DCIS	Departmental Central Index Section
DCS CT	Disability & Carers Service Complaints Team
DD	Dispute Date/Date of Discharge
DEC	Decision

DENT	Claim Decided – Entitled
DET	Details
DEX	Dialogue Expert
DFUO	Date of First Uncashed Order
Disab	Disability
DISCH	Discharge
DLO	Decision Maker
DMA	Decision Making and Appeals
DMAPT	Decision Maker Advice & Procedural Team
DMDE	Decision Made
DMG	Decision Maker Guide
DMIS	Decision Maker Initial Scrutiny
DNE	Claim Decided – Not Entitled
DNQ	Did Not Qualify
DOB	Date of Birth
DOCS	Documents
DOD	Date of Death
DOT	Date of Title
DP	Disabled Person
DP	Dispute Process
DPER	Claim Decision Allowable
DPLO	Data Protection Liaison Officer
DPO	Data Processing Officer
DPO	Decision Processing Officer
DPO(A)	Decision Processing Officer (Allowed)
DPO(D)	Decision Processing Officer (Disallowed)
DPO (A)/(D)	Decision Processing Officer (Allowance)/(Disallowance/Decision)
DPS	Disabled Passenger Scheme
DREQ	Decision Required
DRS	Debt Recovery Section
DSS	Department of Social Security
DTE	Date
DTLS	Details
DUP	Duplicate
DWP	Department for Work and Pensions
DX	Disallowance

E

E/Eph	Ephemeral
EAR	Exceptional Activity Report
EAR	Exceptional Activity Report
EDD	Expected Delivery Date
EMP	Examining Medical Practitioner
ENTE	Entitlement Ended
ENV	Envelope
EPOA	Enduring Power of Attorney
EV	Event
EXT	Extension

F

F/C	File Called
F/L	Fixed Lease
FBD	Fylde Benefits Directorate
FE[F/E]	Further Evidence
FFF	File Faxed For

Finc	Finance
FME	Further Medical Evidence
FR	Factual Report
FRISC	Fraud Referral Intelligent Score Card
FRP	Full Record Print
F/S,F/Store	Filestore
FSB	Financial Services Branch
FTMA	Full Time Medical Advisor

G

GI	System Giro
GIREC	Girobank Search For Giro
GMS	General Matching Section
GPFR	GP Factual Report
G&S	Guidance & Supervision
GWS	Gulf War Syndrome

H

H/L	Helpline
H/S[Supp]	Helpline Support
H/W	Health Warning
HFR	Hospital Factual Report
HOS BEN	Host Benefit
HOSP	Hospital/Hospice
HP	Hire Purchase
HPWAR	High Priority Work Available Reports
HRM	Higher Rate Mobility

I

IA	Information Assistant
IG	Information Gatherer
ILF	Independent Living Fund
IMG	Incident Management Group
IMPACT	Improving Medical Provisions & Contract Liaison
INP	Input
IOD	Indication of Delay
IOM	Isle of Man
IOP	Instrument Of Payment
IQAS	Integrated Quality Audit System
ISS	Issue
ITW	Invalid Three Wheeler

J

There are no abbreviations for this letter

K

KIV	Keep in View
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L

LBF	Local BF
LEA	Local External Agency
LFS	Local Filestore
LK	Link/Linked

LO Local Office
LOB Last Order Book
LTR Letter

M

M' Mistake
MAG Monitoring & Advice Group
MAMAS Midlands Adjudication Monitoring & Advice Service
MAN Manual Notification
Man Notif Manual Notification
MARS Maintenance and Reconsiderations
MAT Medical Appeal Tribunal
MBEU Multiple Benefit Enquiry Unit
MDE Made
MEU Multiple Enquiry Unit
MFL Motability Finance limited
MIN Minute
MM Main Meal
MO Medical Officer
MOP Method of Payment
MOPET Method of Payment Implementation Team
MOTA Motability
MSGE Message
MSMS Medical Service Monitoring System
MSS Mota Support Section
MU Management Unit

N

N/HOME Nursing Home
NAP Non-action Post
NARP No Automatic Payment Renewal
NASCAT National Adjudication Support, Checking and Advice Team
NAT Nationality
NFA No Fixed Abode
NFA No Further Action
NI Northern Island
NOK Next of Kin
NOTIF Notification
NOTR No Outstanding Transaction
NP New Person
NV Not Verified
NXT Next

O

O/C Over encashment
O/P Overpayment
OB Order Book
OC Over encashment
OCS Official Correspondence Section
OE Official Error
OIU Operational Intelligence Unit
OP Overpayment
OPS Operational Section
OPSTRATT Operation Strategy
ORD Other Reason for Disposal

Author: ACI INF DP/Fol

ORGI Original
OV Overall

P

PAB Personal Acting Body
PAR Payment Action Outstanding
PAY DEC Payability Decision
Payable Payable
PBB/Cex Parliamentary Business Branch/Chief Executive
PBF Polly BF
PC Payment Combined
PC Personal Care
PC Phone Call
PCA Parliamentary Commissioner for Administration
PCA Parliamentary Commissioner of Administration
PCAR Payment Combined Outstanding Payment Action Required
PCSS Payment Combined Outstanding Renewal Payment Still To Be Made
PD Paid
PHIT Palatine House Input Team
PIAT Performance Insurance Action Team
P//P Post in Poly
POA Power of Attorney
POCA Post Office Card Account
PP Periodic Payments
P/P Post Payment
PR Provisional Agreement
PREP Prepared
Proc D Processing Decision
PROG Progress
PRP Permanent Retention Post
PSS Payment Stable
PT Prospective Test
PUN Pick-up Notice
PUTD Paid up to Date
PV Potentially Violent
PYT Payment

Q

QP Qualifying Period
QP Quarterly Payment
Qu's Questions

R

R&P Residence and Presence
RAG Resources and Assurance Group
RAMS Reviews and Maintenance Section
RCP Recall Case Papers
RCP Renewal claim pack
RE Regarding
REC Recall
REC DEL Recorded Delivery
RECD Received
RECON Reconsideration
REG Registered
RE-INST Reinstate

Author: ACI INF DP/Fol

REM	Remember
REN	Renewal
REP	Representative
REQ	Request
RES ACCOM	Residential Accommodation
Res & Pres	Residence & Presence
RIPA	Regulation of Investigatory Powers Act
RK	Registered Keeper
Rn	Run
RNR	Reasons not required
ROB	Recovery of Benefit
RPU	Remote Processing Unit
RTA	Road Traffic Accident
RTD	Returned
RTN	Returned

S

S	Supporting
SBF	Small BF
SC	Scheduled Payment
SCHED	Agreement Schedule from MFL
SCHED NO	Agreement Schedule Number from MFL
SD	Safe Date
SDC	Service Delivery Centre
SIT	Specialist Investigation Team
SMC	Special Mobility Component
SME	Same
SN	Serial Number
SOC WORK	Social Worker
SOL	Solicitor
SOLB	Solicitors Branch London
SP, Spost	Supporting Post
S/PRINT	Screen Print
SR	Special Rules
SSC	Superseded
STO	Specialist Trace Officer
SUBS	Submission
SUPER	Supersession
SUPER/S	Supersession
Supp	Supplementary
SUPVN	Supervision
SUSF	Full Payment Suspension
SUSP	Award Level Payment Suspension
SYST	System

T

T/CALL	Telephone Call
TAS	The Appeals Service
TEMP	Temporary
TERM	Termination
TO	Treat Official
T/O	Treat Official
TOT	Total
TRANS	Transfer
TSMC	Temporary Special Mobility Component

U

UAT	Unified Appeal Tribunal
U/Copy	Undercopy
UFI	Until Further Notice

V

V	Verified
VA	Variable Agreement
V/A	Variable Agreement
V/Exp	Verbal Explanation
VED	Vehicle Excise Duty
VL	Variable Lease
V/L	Vehicle Leasing
VUTW	Virtually \unable To Walk

W

W/EX	Written Explanation
WACG	Working Age & Children Group
WC	Week Commencing
WEF	With Effect From
WEL RIGHTS	Welfare Rights
WFP	Winter Fuel Payment
WK	Week
WOR	Work Overdue Report
WPA	War Pensions Agency
WPMS	War Pensions Mobility Supplement
WSOR	Written Statement of Reasons

X

XBS	Christmas Bonus
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Y

There are no abbreviations for this letter

Z

There are no abbreviations for this letter

Numerical

115	Computer input screen deleted after one month
3me	Three-month event