

Frequently Used Acronyms

In your work as a Benefits Administrator, you will run into lots of health-plan-related acronyms. Following is a list that may be useful.

APA	Administrative Process Act
ACA	Affordable Care Act
BES	Benefits Eligibility System
CAPP	Commonwealth's Accounting Policies and Procedures
CDHP	Consumer Driven Health Plan
CMS	Centers for Medicare and Medicaid Services
COB	Coordination of Benefits
COBRA	Consolidated Omnibus Budget Reconciliation Act
DOA	Department of Accounts
DHRM	Department of Human Resource Management
EAP	Employee Assistance Program
ED	Employee Direct
EOB	Explanation of Benefits
FMLA	Family and Medical Leave Act
FSA	Flexible Spending Accounts (Health FSA and Dependent Care FSA)
HBP	Health Benefits Program
HDHP	High Deductible Health Plan
HIF	Health Insurance Fund
HIPAA	Health Insurance Portability and Accountability Act
HMO	Health Maintenance Organization

Frequently Used Terms

HRA	Health Reimbursement Arrangement
HSA	Health Savings Account
LWOP	Leave Without Pay
OHB	Office of Health Benefits
OOP	Out-of-pocket Expense Limit
ORP	Optional Retirement Plan
OTC Drugs	Over-the-counter Drugs
PCP	Primary Care Physician
PMIS	Personnel Management Information System
PPACA	Patient Protection and Affordable Care Act
PPO	Preferred Provider Organization
QME	Qualify Mid-year Event
SBC	Summary of Benefits and Coverage
SSA	Social Security Administration
TPA	Third Party Administrator
VRS	Virginia Retirement System