

Appendix 8

Glossary of AIDS Related Terms

You may also wish to visit the UNAIDS website for glossary terms, available in English, French, Spanish, and some Russian: www.unaids.org.

Acquired Immunodeficiency Syndrome (AIDS): A condition in which the immune system is damaged or compromised from HIV infection so that it is unable to protect the body from bacteria, germs, viruses, and other threats.

AIDS test: More correctly, **HIV test**. Mostly refers to one of the HIV antibody tests. A laboratory test is done on a small sample of blood to detect the presence or absence of antibodies to HIV. The presence of antibodies indicates that a person has been infected with the virus.

Antibody: A substance formed by the body in response to the presence of a foreign agent or antigen. The antibody is one of the ways in which the body defends itself against the particular antigen.

Antigen: Any foreign substance that when introduced into the body causes it to produce antibodies as a means of protecting itself. HIV is an antigen.

Antigen test: Laboratory test done on a sample of a person's blood to detect the presence of a foreign substance. This test can indicate infection before the body responds with antibodies. However, the antigen test for HIV is not quite as sensitive or accurate as the HIV antibody test.

Antiretroviral drugs: drugs used to kill or inhibit the multiplication of retroviruses such as HIV. These drugs directly attack the virus.

Asymptomatic carrier: A person who has an infectious disease and can transmit it to another but feels and shows no symptoms.

Autoimmunity: An inappropriate response of the immune system in which the body's defense mechanisms turn on themselves.

Azidothymidine (AZT) or Zidovudine (ZDV): Also known as zidovudine, retrovir. This drug interferes with one of the HIV enzymes (reverse transcriptase) responsible for replication of the virus. The virus cannot multiply as quickly, and so damage by the virus to the immune system is slowed down. An early anti-viral drug that was first given to patients with AIDS in 1987 and has proven effective in preventing perinatal transmission of HIV.

Behavior Change Communication (BCC): a multilevel approach for promoting and sustaining risk-reducing behavior change in individuals and communities by disseminating tailored health messages through a variety of communication channels, from workshops to written materials.

Bisexual: A person who is physically attracted to members of either sex. A sexually active bisexual may engage in sex with a member of either sex, whether or not s/he self-identifies as bisexual.

Carcinoma: A form of cancer that arises in the tissues that cover or line organs of the body (e.g., skin, intestines, uterus, lung, breast).

Carrier: A person who is capable of passing an infection to another person. Carriers may have no outward signs or symptoms of the disease they are carrying.

CD4/CD8 Cells: Another name for T-Helper (CD4) and T-Suppressor (CD8) cells. **See also Helper/Suppressor T-cells.**

Centers for Disease Control and Prevention (CDC): A federal health agency that is a branch of the U.S. Department of Health and Human Services. The CDC provides national health and safety guidelines and statistical data on AIDS and other diseases.

Chancroid: A genital ulcer disease caused by the bacterium *Haemophilus ducreyi*. It has a strong association with HIV transmission in men and women.

Channel: The route by which a communication message is delivered (e.g. mass media, community, interpersonal).

Chlamydia: The common name for sexually transmissible infections caused by *Chlamydia trachomatis*. Among the diseases caused by this bacteria are conjunctivitis and genital infection.

Clinical: Pertaining to the study and treatment of disease in human beings by direct observation, as distinguished from laboratory research.

Coitus: One of the terms used for penetrative sexual intercourse.

Commercial Sex Worker (CSW): Individual who exchanges sexual favors for money or something else of value. The term commercial sex worker is used instead of prostitute to counteract the negative connotations often applied to prostitution. In some cases the term also includes individuals who occasionally provide sexual favors to meet basic needs or supplement income (survival sex).

Condom social marketing: The use of proven commercial marketing techniques for high efficiency, low-cost delivery of condoms.

Contact tracing: Finding and talking to people who have been in sexual or drug-related contact with a person diagnosed with a contagious infectious disease. In the case of many STIs or STDs, there may be no symptoms, and contacts may not be aware of an infection requiring treatment.

Contagious: Easily transmitted from one person to another—directly or indirectly—by the organism that causes the disease. HIV is not easily transmitted between or among people; it is only spread during activities that expose individuals to specific body fluids of an infected person.

Convenience samples: Samples that consist of respondents who are typical of the target audience and who are easily accessible. Data from convenience samples should not be used to make assumptions about populations other than the one that was studied.

Counseling: The provision of a service to support a person through a process in a structured, professional setting.

Diagnosis: Identifying a disease by its signs, symptoms, course, and laboratory findings.

ELISA: Acronym for Enzyme-Linked-Immuno-Sorbent Assay. It is one of the tests used to detect antibodies the body generates in response to a number of organisms, including HIV.

Epidemiology: The study of how disease is distributed in population groups, the factors that influence its distribution and incidence, as well as environmental causes and control of the disease population.

Exposure: The act or condition of coming in contact with, but not necessarily being infected by, a pathogenic agent.

False negative HIV test: A test failing to detect antibodies to an HIV antigen when the person is infected with the human immunodeficiency virus (HIV). Detection may not occur early in infection when the amount of antibody generated (viral load) is low, or in a late stage of HIV infection when the body no longer develops antibodies.

False positive HIV test: A test indicating the presence of antibodies to a particular antigen when the person tested does not in fact have antibodies. For the HIV test, the rate of false positives is low. Use of more than one rapid test makes the rates of false positives very low.

Focus group interviews: A type of qualitative research in which an experienced moderator leads about 8–10 respondents through a discussion of a selected topic, allowing them to talk freely and spontaneously. The entire conversation or its important points are recorded and used to assist in program or product development.

Gay: Homosexuals may prefer to be referred to as gay men or women.

Gonorrhea: A sexually transmitted disease that affects the genital mucous membranes. In men, symptoms include pain or burning during urination and a discharge of pus from the penis. Women may have an abnormal vaginal discharge, abnormal menses, or be asymptomatic.

Hemophilia: An inherited condition that mainly affects men. The condition involves a reduced capacity for the blood to clot. Hemophiliacs take a blood product called Factor VIII to assist in clotting. Factor VIII is made of the pooled blood of many individuals. In the early years of the epidemic Factor VIII contained HIV, but in the U.S. it is now treated to ensure it does not include the virus.

Helper/Suppressor T-cells: T-cells are lymphocytes (white blood cells) that are formed in the thymus and are part of the immune system that has found to be abnormal in people with AIDS. The normal ratio of helper T-cells to suppressor T-cells is approximately 2:1. This ratio becomes inverted in people with AIDS, but it may be abnormal for many other temporary reasons.

Heterosexual: A person who is sexually attracted to members of the opposite sex.

Highly active antiretroviral therapy (HAART): A triple combination of drugs to treat HIV, which has been found to be highly effective in reducing mortality due to HIV/AIDS.

HIV: Human Immunodeficiency Virus, the virus that causes AIDS. Previously known as LAV and HTLV III, the term HIV was chosen by a scientific panel of virologists and other researchers for the AIDS virus.

HIV positive: A person diagnosed as having antibodies to HIV and who is therefore presumed to be infected with HIV.

Homosexual: People who are sexually attracted to members of their own sex. Otherwise known as gay.

Hormones: Chemicals that help regulate the body mechanisms, including growth, metabolism, and reproduction.

Human Papilloma Virus (HPV): A wart virus, of which some types are sexually transmitted. It has been associated with the development of genital cancer.

IEC: Information, education, and communication.

Immune deficiency: When a person's immune system cannot satisfactorily protect the body, resulting in an increased susceptibility to various infections.

Immune suppression: Occurs when the ability of a person to resist or overcome infection has been severely reduced due to drug treatment, diseases, or frequent infections.

Immune system: The body's defense system against bacteria, viruses, harmful food substances, and other proteins. It includes cells that produce antibodies that can recognize materials as foreign to the body and then attempt to neutralize them without injury to the body.

Immunology: Branch of science dealing with the body's resistance mechanism against disease or the invasion of a foreign substance.

Immunotherapy: Treatment of disease by stimulating the body's own defense mechanism against the disease.

Incidence: The number of new cases of a disease reported over a specified period of time in a specific, defined population.

Incubation period: The period between infection from a pathogen and observation of the first symptoms. For AIDS, this period can be from a few months, to seven years, to ten years or more.

Infectious: A person is infectious when they have been infected with a pathogen like HIV, and they are capable of transmitting that pathogen to another person. A person is considered infectious for life once infected with the HIV virus.

Injection or intravenous drugs: Drugs injected by needle directly into a vein.

Injection drug use (IDU): Use of injection drugs. Term may also be applied to an injection drug user.

Kaposi's Sarcoma (KS): A rare cancer causing tumors of the walls of the blood vessels. It also affects the linings of the internal organs. It usually appears as pink to purple spots

on the skin. It is one of the opportunistic infections common in AIDS. Death occurs from major organ involvement.

Latency: A period when a virus is in the body but rests in an inactive—dormant—state.

Lymph: A clear fluid that circulates throughout the body, containing white blood cells called lymphocytes, antibodies, and nourishing substances.

Lymph glands: Tissue made up of lymphocytes and connective tissue and produces lymph and lymphocytes (also called lymph nodes). These lymph glands, or nodes, normally act as filters of impurities in the body.

Lymphocytes: A class of white blood cell responsible for regulation of the immune system. Divided into B Cells, which produce antibodies, and T Cells, which destroy infected cells.

Lymphoma: Malignant growths of lymph nodes.

Men who have sex with men (MSM): The term defines men who engage in sexual relations with other men. They may or may not self-identify as homosexual. .

Nevirapine: A drug used to prevent mother to child transmission of HIV at very low cost.

Nongovernmental Organization (NGO): A not-for-profit organization that is not associated with government. NGOs exist for the public good, and may provide a wide range of human services including HIV/AIDS prevention and care, advocacy, community development, or other activities.

Opportunistic infection (OI): Infection caused by organisms to which the body is normally immune. When the immune system is impaired, as in AIDS, opportunistic infections can occur. There are 28 known OIs, among them TB, Kaposi's Sarcoma, Pneumocystis carinii pneumonia (PCP), and diarrhea.

Pathogen: A living organism or virus capable of producing disease.

PCP: Pneumocystis carinii pneumonia (PCP).

Person Living With AIDS (PLWA) or Person Living with HIV/AIDS (PLWHA): A term developed by individuals diagnosed with AIDS to counteract the more negative "AIDS victim" and the less assertive "AIDS patient." Persons living with HIV/AIDS who did not want to be referred to as victims coined the term in the USA.

Platelets: A small circular or oval disk present in blood, which is necessary for the ability of the blood to clot.

Pneumocystis Carinii Pneumonia (PCP): An opportunistic infection commonly found among people with AIDS. It is caused by a very common, air-borne organism, which is normally destroyed by the healthy immune system, and can be easily and inexpensively prevented.

Prevalence: The total number of persons in a given population with disease at a given point in time, usually expressed in a percentage.

Private Voluntary Organization (PVO): A U.S.-based, tax-exempt, nonprofit organization that is involved in international development activities. A PVO must have a voluntary board of directors and receive some portion of its annual revenue from the private sector.

Prognosis: Prediction of the course of a disease in an individual and the future health outcome for the patient.

Protease Inhibitors: A class of drugs that is used in combination with other antiretroviral drugs to treat persons with HIV/AIDS. One of the advanced medications available for HIV/AIDS treatment.

Protocol: Standardized procedures followed by physicians so that results of treatment of different patients can be compared.

Rapid Test: A type of HIV test that can detect HIV more quickly in the laboratory than traditional methods of detection, using ELISA and Western Blot. Two or more types of rapid tests are comparable to more traditional methods, as well as cheaper and faster. Some of the rapid tests that are available do not require skilled laboratory work.

Retrovirus: A class of viruses that contain the genetic material RNA (ribonucleic acid) and that have the capability to copy their RNA into the DNA (deoxyribonucleic acid) of the cells of an infected person. HIV, the virus that causes AIDS, is a retrovirus.

Risk behavior: Behaviors that increase the chances of harm to one's body. Risk behaviors for infection with HIV include anal or vaginal intercourse without a condom and lubricant, oral-anal contact, semen or feces or urine in the mouth, sharing injection drug paraphernalia, and sharing of sex toys contaminated by body fluids. These behaviors are often referred to as "unsafe" activities.

Risk behavior groups: Groups in which epidemiological evidence indicated that there is an increased risk of contracting HIV due to risk behaviors. These include men who have sex with men, injection drug users, and the sexual partners of any in these groups.

Sarcoma: A form of cancer that arises in the connective tissue and muscles, such as bone and cartilage.

Segmentation: Subdividing a population into homogenous subsets of target audiences to better describe, understand, and predict behavior, and to formulate tailored messages and programs to meet specific needs.

Seroconversion: When an individual who is HIV antibody negative becomes antibody positive after exposure to the virus (i.e., blood serum has converted from negative to positive). During this process, the person may suffer an acute illness. With HIV infection, the symptoms may be those of flu and/or swollen glands. Sometimes no symptoms are observed.

Seropositive: A condition in which antibodies to a particular disease-producing organism are found in the blood. The presence of antibodies indicates that a person has been infected with the organism but does not distinguish between an active infection and a past infection.

Sexually Transmitted Infections (STIs) or Diseases (STDs): Infectious diseases, such as gonorrhea and chlamydia, that are transmitted through sexual intercourse. Numerous studies have shown that the presence of STIs or STDs greatly enhances the risk of transmission of HIV.

Spermicide: Any substance used as a contraceptive for its ability to kill sperm. One spermicide, Nonoxynol 9, has been shown to facilitate transmission of HIV when used alone frequently and at high doses.

Syndrome: A set of signs and symptoms that together suggest specific etiologies (causes of disease).

Syphilis: An STI that is transmitted sexually or perinatally. It is associated with increased risk of HIV transmission if not treated.

Target audience: The desired or intended audience for program messages and materials. The primary target audience consists of those individuals the program is designed to affect. The secondary target audience is a group that can help reach or influence the primary audience.

T-cell: A white blood cell that matures in the thymus gland. Subsets of T-cells have a variety of specialized functions within the immune system.

T-Cell Ratio: The proportion of T-Helper to T-Suppressor cells in an individual's blood. In a healthy person, this proportion is approximately 2:1. In persons with AIDS, it drops below 0.5:1.

T4 Cell: One of the subsets of T-cells that help regulate the body's immune system. These T4 cells, also called T-helper cells, appear to be the primary targets of the virus HIV. T-Helper Cells help in defending against disease by initiating antibody production. In people with AIDS, T-Helper Cells are so depleted that the immune system no longer fights off disease and opportunistic infection can occur.

T8 Cell: Another of the subsets of T-cells that help counter foreign agents invading the body; an integral part of the immune system. Also called the T-suppressor cells, they stop antibody production when an infection has been controlled.

Therapy: The treatment of disease; an approach to enhancing and maintaining health.

Trichomoniasis: A common, treatable STI that causes a vaginal discharge in women and burning during urination in men.

Triple Therapy: Three different classes of drugs that are used to treat persons with HIV. They are given one drug from three categories, a reverse transcriptase drug such as AZT and a nucleoside reverse transcriptase inhibitor such as didanosine (ddI) or lamivudine (3TV) and a protease inhibitor. Also known as HAART.

Vaccine: A substance containing the antigen of an organism that stimulates active immunity and future protection against infection by that organism. New applications of biotechnology may produce different approaches to vaccine development.

Vaginal microbicide: A topical agent used in the vagina to protect against bacteria and viruses such as HIV.

Viral Load: The number of viruses per milliliter of fluid, usually blood. The higher the viral load, the more viruses are present in the fluid.

Virology: The branch of biology that involves the study of viruses.

Virus: A type of organism that invades cells by altering the chemistry of that cell to produce more virus particles. Viruses cause a range of diseases, including colds and flu.

Western blot test: A blood test used to detect antibodies to the HIV virus. Compared to the ELISA test, the Western blot test is more detailed and more expensive. It can be used to confirm the results of the ELISA test.

White blood cells: Cells present in the blood responsible for fighting infection. There are several types of white blood cells, including T-cells and B-cells.

Window period: The period when a person has been infected with a disease, but has not yet produced antibodies. In HIV infection, this period is usually no longer than three months. A few individuals take longer to produce antibodies.

Appendix 9

Glossary of Union Terms

Though most of us are probably familiar with everyday business and industry terms, we may be less familiar with the terminology of labor unions and the labor movement. Below is a list, in alphabetical order, of union terms used throughout both of the Guides. Though definitions may vary from country to country the list below is fairly general.

Bargaining Unit: A group of employees in a given workplace that has sufficient commonality to constitute a unit for the purposes of collective bargaining. A bargaining unit is usually recognized by a country's national labor relations board or similar national, state, or local agency.

Checkoff: An arrangement under which an employer deducts from the pay of employees the amount of union dues they owe and turns over the proceeds directly to the treasurer of the union.

Collective Bargaining: A method of determining terms and conditions of employment by negotiation between representatives of the employer and the union representing the employees (workers).

Collective Bargaining Agreement, or Contract: A formal written agreement over wages, hours, benefits, working conditions (including occupational safety and health) and condition of employment entered into by an employer and the union representing the employees in the bargaining unit.

Good Faith Bargaining: A requirement (usually a legal requirement) on both the Union and the Employer to bargain in good faith. Under good faith bargaining the parties bargain collectively, meet at reasonable times and confer in good faith with respect to wages, hours, and other terms and condition of employment. Bargaining in good faith does not obligate either party to agree to a proposal or require either party to make a concession.

Grievance: A formal complaint usually lodged by an employee or the union alleging a misinterpretation or improper application of one or more terms in a collective bargaining agreement. The method for dealing with grievances is through a grievance procedure

spelled out in the union contract. If a grievance cannot be settled at the supervisory level, it can be appealed to higher levels of management and finally to arbitration if so provided. Grievance arbitration is a dispute resolution process whereby a neutral third party—the arbitrator—hears the grievance and makes a decision which is usually both final and binding on both parties. The process is used when the grievance procedure fails to produce a resolution of the grievance.

Local Union: The basic unit in union organization. The local adopts its own constitution and by-laws and elects its own officers, but it is chartered by the headquarters (sometimes called the international) with which it is affiliated.

Recognition: The employer's acknowledgment of a union as the exclusive bargaining agent for the employees, given either voluntarily by the employer upon evidence of an employee petition, or by legal requirement after an election to unionize.

Shop Steward: Union member ordinarily elected to represent workers in a particular shop or department. The shop steward welcomes new members, announces meeting, and receives, investigates and attempts the adjustment of grievances. In some unions the shop steward is also called **steward, business agent or union representative**.

Union Shop: A bargaining unit in a company or workplace in which all the workers whom the union is legally required to represent must either pay the union dues or a service fee or its representation.