



## Facts for families Jargon buster

There are words we use to describe a relative's needs and their support. Here is a list of common words and terms and their meanings. Ask your locality manager for help if you come across anything else you don't understand.

<b>Advocate</b>	Someone who can help ensure that a person is listened to, and their rights, concerns and needs are acted upon.
<b>Appointee</b>	Someone who acts on another person's behalf in all social security matters.
<b>Assessments</b>	Different organisations use different assessments to look at the needs of a person to decide if and how they can help.
<b>Best interest decisions</b>	Under the Mental Capacity Act all acts and decisions must be in the person's best interest. A person's capacity (or lack of capacity) refers specifically to their capacity to make a particular decision at the time it needs to be made. (See guide on Mental Capacity for further information)
<b>Best interest meeting</b>	A meeting held under the Mental Capacity Act, when a person lacks capacity to make their own decision.
<b>Care Manager</b>	A health or social worker who acts as a lead worker for a person.
<b>Carers assessment</b>	Carers are entitled to an assessment of their own needs as a carer. This is the responsibility of the Social Care Service.
<b>Circle of support</b>	A group of people, who will support and help a person to say what they want and plan what they want to do. This can include family, friends and social care professionals.
<b>Communication Passport/chart</b>	Helps us focus on people's communication when they use actions to communicate a message, rather than or instead of words.
<b>Community Care Assessment</b>	An assessment under the NHS & Community Care Act 1990, used to find out what the needs of the individual are.
<b>Court of Protection Deputy</b>	Someone appointed by the court to act on behalf of a person who lacks the mental capacity to make their own decisions regarding financial and personal welfare issues. This is usually a family member.
<b>Direct Payment (DP)</b>	Payments given by Social Care Services to disabled people who have been assessed as needing support.
<b>Disability Employment Advisor (DEA)</b>	Based in Job Centre Plus, they offer information, advice and practical help to people with a disability looking for work and support in work.

<b>Health Action Plan (HAP)</b>	Information about a person's health needs and how they can be met.
<b>Health Facilitator</b>	Helps doctors and other health professionals to identify patients with learning disabilities so they have full access to health care. They also make sure that individuals with learning disabilities have a personal Health Action Plan.
<b>Individual Service Fund (ISF)</b>	This is a flexible way of managing a direct payment without the responsibility of becoming an employer.
<b>Job Centre Plus</b>	A place you can go to for help in finding work and get benefits advice.
<b>Person-centred approaches</b>	A way of working with a person to find out what is important and meaningful to them.
<b>Person-centred planning</b>	Putting the person at the centre of all planning. Focusing on their needs and wishes and not those of the service provider.
<b>Person-centred review</b>	A meeting that is held in a way that the person feels comfortable, to check and plan what is important to and for them, now and in the future.
<b>Personal Budget</b>	The funding that a person is entitled to for their support and they can choose how it is spent.
<b>Personalisation</b>	People control their own support, whatever the setting and however they receive their funding. They decide, with the support of family and friends, how, who with and where they spend their budget in order to meet their needs and desired outcomes.
<b>Relationship Circle</b>	A person-centred planning tool to identify who is important to a person or family.
<b>Self Advocacy</b>	Speaking up for yourself and putting across your views.
<b>Self Directed Support (SDS)</b>	A way of organising social care, to ensure that all people can take as much control as possible of their lives and their support.
<b>Transforming Care</b>	This is the government's plan to improve the lives of people with learning disabilities and autism in, or at risk of entering, long stay hospitals.
<b>Transition</b>	The period between 14 –25 years of age, a term to describe the change from being a teenager to becoming an adult.
<b>Transition Review</b>	A meeting to look at the transition plan and make any changes needed. This should start in Year 9 and happen every year the young person is at school.
<b>Valuing People</b>	The Government's 2001 plan for making the lives of people with learning disabilities and their families better.

## Proving life can get better