

# Glossary

<b>A</b>	
<b>Acute Care</b>	Medical or surgical treatment usually provided in a hospital.
<b>Advisory Planning Groups (APGs)</b>	Sub-groups under the Strategic Commissioning Group that inform the planning for particular client groups or service areas.
<b>Air Quality Management Area</b>	Local authorities are required to assess air quality against national targets and declare Air Quality Management Areas ( <b>AQMA</b> ) where improvement required.
<b>Annual Operating Framework (AOF)</b>	A framework which sets out the Welsh Assembly Government's requirements for the NHS to deliver each year.
<b>Artificial Limb and Appliance Service</b>	A service provided in collaboration, by 3 NHS Trusts who run centres providing services to people who have a permanent or long term impairment, ( <b>ALAS</b> ).
<b>Ask Cardiff</b>	A citizen consultation project of Cardiff Local Service Board.
<b>ASSIST</b>	A smoking cessation and health promotion programme for young people.
<b>Asymptomatic</b>	Without obvious signs or symptoms of disease.
<b>B</b>	
<b>Beecham Review</b>	Review of the public sector in Wales, entitled "Beyond Boundaries."
<b>Big Lottery Fund</b>	Allocation National Lottery funds, currently £630m. p.a. for community projects.
<b>British Sign Language (BSL)</b>	UK sign language and the first or preferred language of many deaf or hard of hearing people.
<b>Bro Morgannwg NHS Trust</b>	The NHS Trust (see below) covering the county boroughs of Neath Port Talbot, Bridgend and the western Vale of Glamorgan.
<b>Building Strong Bridges</b>	An initiative to strengthen partnership working between the voluntary sector and the NHS in Wales.
<b>C</b>	
<b>Cardiff Connections</b>	Local Service Board operational forum of managers from partner organisations, which provides project management of agreed work programmes.
<b>Cardiff &amp; Vale NHS Trust</b>	Provides hospital and community health services in Cardiff and the Vale of Glamorgan.
<b>Cardiff Health Alliance</b>	The key strategic health partnership and provides the leadership for the development of the Health, Social Care & Well Being Strategy.
<b>Cardiff Health and Social Care Network</b>	A forum of voluntary organisations, focussed on health and social care, providing opportunities for information exchange and collaboration.
<b>Care Package</b>	The service(s) arranged for someone, following assessment.
<b>Care Pathway</b>	A planned course through a health/ social care event e.g. illness or operation.
<b>Carer</b>	A person providing unpaid care to someone at home who is ill or frail.
<b>Child Poverty Index</b>	Calculated on the percentage of children living in households claiming worklessness benefits. Low income is only part of the index of child poverty.
<b>Chronic Disease</b>	A long term illness or condition.
<b>Circulatory Disease</b>	Disease arising from poor circulation such as coronary heart disease and stroke.
<b>Climbing Higher</b>	WAG's sport and physical activity strategy 2005-2025.
<b>Clinical Governance</b>	A national framework through which NHS bodies are accountable for the quality and clinical effectiveness of the services they provide.
<b>Commissioning</b>	Processes of planning and delivering health/social care services for people.
<b>Communities First</b>	WAG funded initiative for the regeneration of deprived communities.
<b>Community Care</b>	The provision of services to enable people to live independently in their own home, or in the community (including residential and nursing homes).
<b>Community Health Council</b>	A statutory body representing the health interests of local people by monitoring the quality of local NHS Services.
<b>Community Oriented Primary Care (COPC)</b>	A systematic approach to health care based on principles derived from best practise that has positive health planning benefits for communities.
<b>Community Safety</b>	A statutory partnership working to reduce crime and disorder, increase public

<b>Partnership (CSP)</b>	reassurance, reduce fear of crime and make Cardiff a safer place.
<b>Community Services</b>	Services provided to enable people to live healthy, fulfilled and independent lives, including GP services, district nurses, health visitors, day centres etc.
<b>Community Services Framework</b>	A plan issued in 2007 by WAG setting out the future for Community Services in Wales.
<b>Community Strategy</b>	Overarching strategy setting out the partnership future vision for a county.
<b>Consultation</b>	Process to inform stakeholders of proposals and invite submit comments.
<b>Continuing Care</b>	Health and social care that is provided over a long time or for an uncertain period of time. This care can be provided in a variety of settings.
<b>Coronary Heart Disease (CHD)</b>	Narrowing or blockage of the coronary arteries by atheroma, leading to angina, coronary thrombosis or heart attack, heart failure, and/or sudden death.
<b>Cymorth</b>	WAG funds to provide targeted support for children and young people to improve the life chances of those from disadvantaged families.
<b>D</b>	
<b>Day Care</b>	Daytime care usually provided in a centre away from a person's home.
<b>Designed for Life</b>	WAG 10-year vision for health and social care.
<b>Delayed Transfers of Care (DTOC)</b>	When a patient is ready for transfer from hospital but is still occupying a bed. Delay can be due to health/ social care or patient/carer/family-related reasons.
<b>District General Hospital (DGH)</b>	A large hospital treating in-patients, out-patients and day-cases in the general specialties (eg. surgery and medicine) serving an identified local population.
<b>Direct Payments</b>	Provides people with the money they need to employ the help to support them at home rather than accept fixed social care services.
<b>Dispersal</b>	The relocation of asylum seekers to certain areas around Britain.
<b>Domiciliary Care</b>	Services provided to people at home, to assist them live independently.
<b>E</b>	
<b>Empower</b>	Equipping people with knowledge and skills to enable them to make their own decisions and lifestyle decisions.
<b>Enhanced Services</b>	Elements of essential or additional services commissioned and delivered to a higher specification; or medical services outside the normal scope of provision.
<b>Equality</b>	Ensuring individuals equal access to service provision by appropriate means.
<b>Equality Impact Assessment (EQIA)</b>	Analysis of a proposed service/strategy to identify the effect on different groups, ensuring that as far as possible, negative consequences are minimised.
<b>Estyn</b>	Office of the Chief Inspector of Education and Training, which raises standards and quality of education and training in Wales through inspection and advice.
<b>Ethnic Minority Achievement Service</b>	A learning support service to reduce the level of under-achievement of ethnic minority pupils, <b>(EMAS)</b> .
<b>Ethnicity</b>	A term which represents social groups with a shared history, sense of identity, geography and cultural roots which may occur despite racial difference.
<b>Evidence-based</b>	The systematic analysis of information on the effectiveness of treatment to provide the best approach.
<b>F</b>	
<b>Flying Start</b>	Funding to work with 0-3 year-olds in disadvantaged school catchment areas.
<b>Fulfilled Lives, Supportive Communities</b>	WAG strategy which sets out the role that social services play and proposes a vision for the next 10 years of how health and social services will contribute to a better Wales.
<b>G</b>	
<b>Gender</b>	The social dimension of being male or female.
<b>General Medical Services (GMS)</b>	Services provided by General Practitioners under national agreements.
<b>General Medical Services contract</b>	Contractual arrangements by which the LHB engages with providers of health services (such as doctors) agreeing service provision and costs.
<b>General Practitioner (GP)</b>	A family doctor who works from a local surgery to provide medical advice and treatment to patients registered with them.
<b>Grogan Judgement, 1999</b>	Concerned the assessment criteria used when deciding whether someone satisfied the continuing care criteria for NHS funding.
<b>H</b>	

<b>Health Challenge Wales</b>	WAG focus on better health, encouraging individuals and organisations to take responsibility for health improvement through a co-ordinated approach.
<b>Health Commission Wales</b>	An independent agency, responsible for planning and commissioning specialised health services, such as specialist cancer services and cardiac services.
<b>Health Determinant</b>	Factors e.g. fitness, nutrition that impact on health and well being.
<b>Health for All</b>	A principle of the World Health Organisation which underpins this strategy.
<b>Health Gain</b>	The improvement of the health of the population.
<b>Health Impact Assessment</b>	Analysis of how a proposal will impact on people's health. Recommends how to 'increase the positive' and 'decrease the negative' aspects of the proposal.
<b>Health Visitors</b>	Health visitors are qualified nurses with specialist training in child health.
<b>Healthy Living Centres</b>	BIG lottery-funded programme targeting disadvantaged areas. The centres offer a range of activities/support to the local community.
<b>Healthy Schools</b>	A WAG Programme to support schools in providing a healthy environment and promote a co-ordinated approach to health for pupils.
<b>Hear by Right</b>	A standards framework for organisations to assess and improve practice and policy on the involvement of children and young people in policy development.
<b>Holistic</b>	A philosophy of that takes into account the total needs of service users.
<b>I</b>	
<b>Inequalities in Health</b>	Differences in health status or access to health services across population groups or geographical areas.
<b>In-patient</b>	Patient who is admitted to a healthcare facility in order to receive healthcare.
<b>Integrated Children's Centres</b>	A centre-based network of services, which support children and families in a geographical area.
<b>Integrated Health and Social Care</b>	Joint planning and delivery of health and social services (across professions and organisations) to meet people's needs.
<b>Intermediate Care</b>	Services to help maintain people's independence that act as a bridge between community and hospital services.
<b>J</b>	
<b>Joint Commissioning Group</b>	Multi-agency group, which deals with cross-cutting issues in the joint health and social care planning structure.
<b>Joint Funding</b>	Where 2 or more partners share the costs of running a project or service.
<b>Joint Planning Structure</b>	The system of committees and sub-groups that plan and monitor service development and delivery.
<b>Joint Working</b>	Where 2 or more partners work together to achieve a common goal.
<b>Joint Working Special Grant (JWSG)</b>	Welsh Assembly Government funds to encourage joint working between health and local authorities.
<b>K</b>	
<b>Keep Well This Winter (KWTW)</b>	WAG campaign which provides information and support to people aged 65+ to enable them to keep well, warm and safe through the winter.
<b>Key Performance Indicator (KPI)</b>	Quantifiable measurements which help to define and measure progress towards identified goals and the overall performance of an organisation.
<b>L</b>	
<b>Language of Choice</b>	The language an individual prefers to communicate in.
<b>Leave to Remain</b>	The legal status of refugees or asylum seekers whose immigration status allows them to stay in the UK.
<b>LGBTG</b>	The community of individuals whose sexual orientation is lesbian, gay or bisexual and persons who are transgender.
<b>Limiting Long Term Illness (LLTI)</b>	Any long term illness, health problem or physical or sensory impairment which limits the daily activities or the work a person can do.
<b>Local Authority</b>	Elected council, which provides local services e.g. education, housing etc
<b>Local Service Boards</b>	Wales' new model of partnership working across public services in an area, with the aim of improving services and focussing on citizens' needs ( <b>LSBs</b> )
<b>Health Resource &amp; Treatment Centres</b>	New health centres which will provide a range of community health services locally.
<b>Looked After Children</b>	Children who are in the care of local authorities either with foster parents or in care

<b>(LAC)</b>	homes. They are one of the most vulnerable groups in society.
<b>Low Birth Weight (LBW)</b>	Low birth weight is defined by the World Health Organisation as a birth weight less than 2500 grams.
<b>M</b>	
<b>Making the Connections</b>	The Welsh Assembly Government's vision for public services which are citizen focused, responsive, committed to equality and efficient.
<b>Meeting the Challenge</b>	The title of Cardiff's first Health, Social Care and Well Being Strategy 2005-2008.
<b>Memorandum of Understanding</b>	An agreement, for example between the Local Health Board and the Local Authority on the protocols for developing the HSC&WB Strategy.
<b>Mental Health</b>	Includes acute and chronic conditions, such as schizophrenia and clinical depression, dementia and other mental health problems.
<b>Monitoring</b>	To observe and regularly check the progress of a service, project or action plan.
<b>Morbidity</b>	An incidence of a particular disease or group of diseases in a given population during a specified period of time.
<b>Mortality</b>	Incidence of death in a population (usually related to a particular cause and presented as a rate (e.g. per thousand population).
<b>Multi-disciplinary</b>	A team which is made up of professionals from different statutory and/or non-statutory organisations, who all have different areas of expertise.
<b>N</b>	
<b>National Health Service (NHS)</b>	Publicly funded health care system in the UK.
<b>National Health Service Administrative Register (NHSAR)</b>	A central record of NHS patients registered with a GP.
<b>National Public Health Service (NPHS)</b>	Welsh public health organisation, which includes input from the Public Health Laboratory Service and the Communicable Disease Surveillance Centre.
<b>National Service Frameworks (NSFs)</b>	Evidence based strategies providing national standards of NHS care that patients can expect to receive in major care areas or disease groups.
<b>Needs Assessment</b>	The process by which information is collated to assess the health of a population group and determine what services are necessary to meet that need.
<b>NEET Children</b>	The proportion of 16-18 year-olds not in education, employment or training.
<b>NHS Trust</b>	A statutory body that provides NHS services – including acute services, mental health services, secondary services, tertiary services.
<b>NICE Guidelines</b>	National guidance by the National Institute for Clinical Excellence on promoting good health and preventing and treating ill health.
<b>NOMS</b>	The National Offender Management Service provides correctional services and commissions interventions to protect the public and reduce re-offending.
<b>Nutrition Network for Wales (NNW)</b>	A forum for those involved in improving diet and nutrition in Wales, providing access to information, knowledge sharing and good practice.
<b>O</b>	
<b>Obesity</b>	Excess of body fat that can result in a significant impairment of health.
<b>Ottawa Charter (World Health Organisation)</b>	Statement of fundamental conditions and resources required for health such as shelter, education, food, income etc and that improvement in health requires a secure foundation in these basic prerequisites.
<b>Out of Area Placements</b>	When service users are placed outside their local area to receive a specialist service.
<b>P</b>	
<b>Participation</b>	The involvement of citizens in governmental decision-making processes.
<b>Person Centred Planning</b>	A process of life planning for individuals, based around the principles of inclusion and the social model of disability.
<b>Physical Education and School Sport</b>	WAG initiative aimed at raising standards in physical education and school sport and to promote an active and healthy lifestyle. <b>(PESS)</b>
<b>Physical Activity Network for Wales</b>	A forum for those involved in improving levels of physical activity in Wales, providing access to information, knowledge sharing and good practice <b>(PANW)</b>
<b>Procedure of Co-operation</b>	An agreement between partners to work together, for example between the Health Alliance and partners on developing the HSC&WB Strategy.

<b>Primary Care</b>	Family health services provided by doctors, dentists, pharmacists, optometrists and ophthalmic medical practitioners.
<b>Programme for Health Service Improvement</b>	A plan by Cardiff and Vale NHS Trust and partners setting out how it will respond to 'Designed for Life,' and deliver improved and efficient health services. <b>(PHSI)</b>
<b>Protection of Vulnerable Adults</b>	A multi-agency policy and procedure which investigates and addresses allegations of physical or psychological abuse of vulnerable adults <b>(POVA)</b> .
<b>Proud Capital</b>	The title of Cardiff's Community Strategy 2007-2017.
<b>Proud Capital Vision Forum</b>	The strategic partnership for Cardiff, which oversees the Community Strategy development and implementation plan.
<b>Providers</b>	Any person, group or organisation supplying a care service.
<b>R</b>	
<b>Race</b>	A human population considered distinct based on physical characteristics.
<b>Re-ablement</b>	The development of alternative ways of carrying out daily activities e.g. washing, dressing and cooking, following an event such as a stroke or an accident.
<b>Religion &amp; Belief</b>	A set of common beliefs and practices generally held by a group of people.
<b>Repatriation</b>	To return service users who had to live outside their local area to receive specialist services, back to their local community where possible.
<b>Respite</b>	A short break away, providing 'time off' for a carer, to support carers to continue their caring role.
<b>Ring-fenced</b>	Money that is set aside for a particular purpose e.g. Carers.
<b>S</b>	
<b>Secondary Care</b>	Health care that is normally provided within a hospital setting.
<b>Service and Financial Frameworks (SaFFs)</b>	A financial statement produced by Local Health Boards and NHS Trusts, which sets out their targets and resources for the financial year.
<b>Service Level Agreement (SLA)</b>	Agreement between organisations setting out what services will be provided and the agreed remuneration level.
<b>Service Reconfiguration</b>	Identifies how health services will be changed.
<b>Service User</b>	Someone who uses voluntary or statutory services.
<b>Service User Reference Panel</b>	Forum of service users and involvement/participation officers which inform the various Advisory Planning Groups <b>(SURP)</b> .
<b>Sexual Orientation</b>	A combination of emotional, romantic, sexual or affectionate attraction to another person of the same, opposite sex or both sexes.
<b>Smoke Free Cardiff</b>	A Cardiff strategy to implement smoking prevention, cessation and protection.
<b>Social Care Services</b>	Services provided or purchased by local councils to their residents.
<b>Social Exclusion</b>	A term describing when people or areas suffer a combination of problems such as unemployment, poor housing, high crime environments and poor health.
<b>Social Inclusion</b>	The term used as the reverse of the above.
<b>Socio Economic Deprivation</b>	Social and economic factors that cause poverty. Some of these factors, such as unemployment, are also determinants of health.
<b>Special Educational Needs (SEN)</b>	Children who have learning difficulties or physical and sensory impairments that make it harder for them to learn or access education than most children.
<b>Stakeholders</b>	Anyone with an interest/involvement in a specific service/project.
<b>Statement of Special Educational Needs</b>	The document that sets out a child's needs for additional education support and the special help required to meet those needs.
<b>Statutory Authority</b>	An organisation that is required to exist by law.
<b>Statutory Duties</b>	The functions and responsibilities laid out in legislation for statutory bodies.
<b>Strategic Commissioning Group (SCG)</b>	Partnership forum which informs joint working in health and social care and directs the development of the Health, Social Care and Well Being Strategy in Cardiff.
<b>Strategic Environmental Assessment (SEA)</b>	A process to ensure that significant environmental effects arising from policies, plans and programmes are identified, assessed, mitigated, communicated to decision-makers, and monitored.
<b>Strategic Outline Programme</b>	A plan which described how services are to be developed, modernised or reconfigured.

<b>Substance Misuse</b>	Misuse of drugs, alcohol or prescription medication which causes harm to the individual, their families or their community.
<b>Super Output Areas (SOAs)</b>	A new geographic hierarchy designed to improve the reporting of small area statistics in England and Wales and used in the census.
<b>Supporting People</b>	WAG programme and funding stream for the development of housing-related support services.
<b>Sure Start</b>	A national initiative, which aims to give children the best possible start in life by.
<b>Sustainability Appraisals (SAs)</b>	A process to promote sustainable development into the preparation of revisions of strategic plans.
<b>T</b>	
<b>Telecare</b>	Technologies such as sensors placed in the home, providing links to emergency response, which enable an individual to live independently in their own home.
<b>Telemedicine</b>	The use of communication systems to provide remote diagnosis and healthcare.
<b>Tertiary (Care) Services</b>	Care of a highly specialised nature, typically provided as an in-patient in a centre of excellence. Referrals are normally made by other secondary care providers.
<b>Townsend Index of Deprivation</b>	An index devised to provide a material measure of deprivation and disadvantage.
<b>TOPSHAPE</b>	A therapy options pilot project for primary care mental health services.
<b>Transitional Care</b>	The transfer of an individual's care from one service to another, for example from children's services to adult services.
<b>Travellers Education Service (TES)</b>	A learning support service which works in partnership with schools to reduce the level of under-achievement of traveller pupils.
<b>U</b>	
<b>Unified Assessment</b>	Standardised assessment process to ensure service users receive appropriate, effective and timely responses to their health and social care needs.
<b>V</b>	
<b>Velindre NHS Trust</b>	NHS Trust, which provides specialist services at local and all Wales levels.
<b>Voluntary Action Cardiff</b>	The County Voluntary Council for Cardiff which supports a wide range of voluntary organisations.
<b>Voluntary Sector</b>	Organisations, which operate on a non-profit making basis, to provide help and support to the group of people they exist to serve.
<b>Voluntary Sector Compact</b>	The compact is an agreement that sets out arrangements for joint working between the local voluntary sector, Cardiff Council and the local NHS.
<b>Vulnerable Adult</b>	A person aged 18 years or over, in receipt or need of community care services and who may be unable to take care of him or herself.
<b>W</b>	
<b>Wanless Review</b>	A review of health and social care in Wales by Derek Wanless in 2003.
<b>Welsh Ambulance Services NHS Trust</b>	Wales-wide Trust which provides ambulance services.
<b>Welsh Assembly Government (WAG)</b>	The Welsh Assembly Government is the devolved government for Wales, with responsibility for issues including health, education, economic development etc.
<b>Welsh Index of Multiple Deprivation (WIMD)</b>	A measure of multiple deprivation across Wales. The index allows comparison between the 865 Welsh electoral divisions using the overall index or separate domains of income, employment, health, education, housing and access.
<b>Welsh Health Survey</b>	A self-completion survey of health in Wales about use of health services, illnesses, general health and well being, smoking, alcohol, fruit and vegetables, exercise etc.
<b>Welsh Local Government Association (WLGA)</b>	The WLGA represents the interests of the 22 local authorities in Wales. It promotes local democracy and retains full autonomy in dealing with Welsh affairs.
<b>World Health Organisation (WHO)</b>	WHO is the directing and co-ordinating authority for health within the United Nations system.
<b>Y</b>	
<b>Youth Congress</b>	An annual event in Cardiff for young people to comment on relevant issues.
<b>Z</b>	
<b>Zipper Model</b>	A model for the integration of sexual health services in Cardiff.