































Difficult words and their meanings






	advocate	<p>A person who supports you.</p> <p>They help you to have a voice.</p>
	analysis	<p>Looking at things carefully and making sense of them.</p> <p>It is like being a detective – you look closely to find answers.</p>
	anonymised	<p>Your personal information is taken out.</p>
	anonymous	<p>No personal information is put in.</p> <p>For example, information that tells us who you are and where you live.</p>
	assent	<p>People under 16 years can give their assent to taking part.</p> <p>Adults who cannot give their consent, may give their assent.</p>







	auditing	Checking that information is correct.
	CECİLİA	<p>This is the short name for our project.</p> <p>The full name is “An evaluation of Care (Education) and treatment reviews for people with Learning disabilities and Autistic people”.</p>
	C(E)TR	Shorter way to say, “Care, (Education) and Treatment Review”.
	checklist	A form that we use to check off what is happening.
	communicate	<p>The different ways you say what you are thinking.</p> <p>This can be through speaking, signing, using gestures, pointing at pictures or using an ipad.</p>






	communication profile	<p>Information about how you communicate.</p> <p>It also tells us how to communicate with you.</p>
	complaint	<p>You can say you are not happy with something.</p>
	conferences	<p>People coming together at a big meeting.</p> <p>This is where people share ideas and thoughts.</p>
	confidential	<p>Information is kept secret.</p>
	consent	<p>People say if they want to take part or not.</p> <p>This is often done by signing a form.</p>
	consultee	<p>Someone who says if a person might want to take part in a project.</p> <p>Consultees are used when a person finds it difficult to understand information and say what they think.</p>







	CTR	<p>This is the short way to say “Care and Treatment Review”.</p> <p>CTRs are for adults.</p>
	data	<p>Information that is collected for a project.</p> <p>This can be answers to surveys or interview questions.</p>
	data collection	<p>How people get information.</p> <p>This can be asking questions in a survey or interview.</p>
	data controller	<p>A person who checks that everything is safe and secure when asking people for their information.</p>
	Data Protection Act	<p>Government rules that say how to look after information given by people.</p>
	data protection officer	<p>A person who makes sure that rules are followed when looking after someone’s information.</p>







	<p>discharge</p>	<p>To say someone can leave, for example a person in hospital.</p>
	<p>disclose</p>	<p>To tell someone something that might be personal.</p>
	<p>dissent</p>	<p>To say you do not want to take part.</p>
	<p>documents</p>	<p>Information that is written down.</p>
	<p>employment</p>	<p>Having a job that pays.</p>
	<p>ethnicity</p>	<p>Sharing a cultural identity with a group of people.</p> <p>You might share language, beliefs and ways of living</p>







		your life with the other people.
	evaluation	To check something and make sense of it.
	expert by experience	<p>A person who has lived experience in a particular area.</p> <p>Our experts-by-experience understand C(E)TRs because of their own experiences or someone they know.</p> <p>They use what they know to help other people.</p>
	findings	<p>These are sometimes called results.</p> <p>They are what is known when a project is completed.</p>
	funded	How something is paid for.
	General Data Protection Regulation (GDPR)	Rules about how to use information so it is kept safe.

	good practice guidance	A way to say what works best and make things better.
	health professional	A person who works in a job which helps people with their health, like a doctor, nurse or therapist.
	identifiable	Information that tells us about individual people. For example, the information has a name on it or tells us where they live.
	identified	It is possible to tell who has shared information.
	inclusion	Making sure that people can take part if they want.
	independently chaired C(E)TR (IC(E)TR)	Another type of Care, (Education) and Treatment Review (C(E)TR). Our study does not look at these.







	information commissioners office (ICO)	A group of people who make sure information is being looked after ok and safely.
	interview	A researcher asks questions of another person.
	legal rights	Rules that say what people can and should do.
	local authority	A group that is in charge of things people who live in an area might need.
	Makaton	Using hand signals and gestures for communication. You can use speech with it also.
	monitor	To make sure something is happening as planned.




	National Institute for Health and Care Research (NIHR)	A group who give money so that projects like CECiLiA can happen.
	National Health Service (NHS)	In charge of delivering healthcare to people in the UK.
	online survey	Questions in a form on the internet.
	organisation	A group of people who work for the same company.
	participant	A person who takes part in a study.
	Participant Information Sheet (PIS)	Some details about a project and what will happen if you take part.

	participation	Taking part in something, like the Project CECiLiA.
	Patient Advice and Liaison Service (PALS)	People you can contact to say something or get information about health.
	peer-reviewed journal	A place that researchers send information about what they have found out.
	policies	Rules to say how something should be done.
	private	Information that is personal. It is only shared with people who need to see it.
	professionals	People who have knowledge and skills in an area. They use these for their job.

	<p>pseudonym</p>	<p>A code, like numbers and letters, that is used instead of personal information - like a name.</p>
	<p>psychiatric hospital</p>	<p>A place people to stay when you need help with mental health.</p>
	<p>QR code</p>	<p>An image you can scan to get to information like a webpage.</p>
	<p>reasonable adjustments</p>	<p>What people ask for when they need some extra support.</p> <p>For example, easy read information.</p>
	<p>recorder</p>	<p>A way of recording and saving what you say.</p>
	<p>regulatory authorities</p>	<p>A group of people who set rules.</p>

	reliable	Something that is true and can be trusted.
	report	Information about something. This can be written down or spoken.
	Research Ethics Committee (REC)	A group of people who check that a research project is good and safe.
	research	Ways to find out information about something.
	researcher	A person who carries out activities to find out information.
	safeguard	To make sure people are treated well and kept safe.

	secure	Make sure something is kept safely.
	secure servers	A way to keep information on a computer and make sure it is safe.
	social care professional	A person who works in social care, like a social worker.
	social support system	<p>A group of people who help you with your emotional needs, daily problems, or during difficult times.</p> <p>These people can include your family, friends, classmates, coworkers.</p>
	statutory services	A group which helps people and has to follow rules, for example social services.
	survey	<p>A way of finding out what people think.</p> <p>It involves questions about a particular topic.</p>

	Talking Mats interview	<p>Using pictures to communicate.</p> <p>This helps some people who need support in interviews.</p>
	university	<p>A place where people do research and learn.</p>
	withdraw	<p>To remove your information from a project and stop taking part.</p>