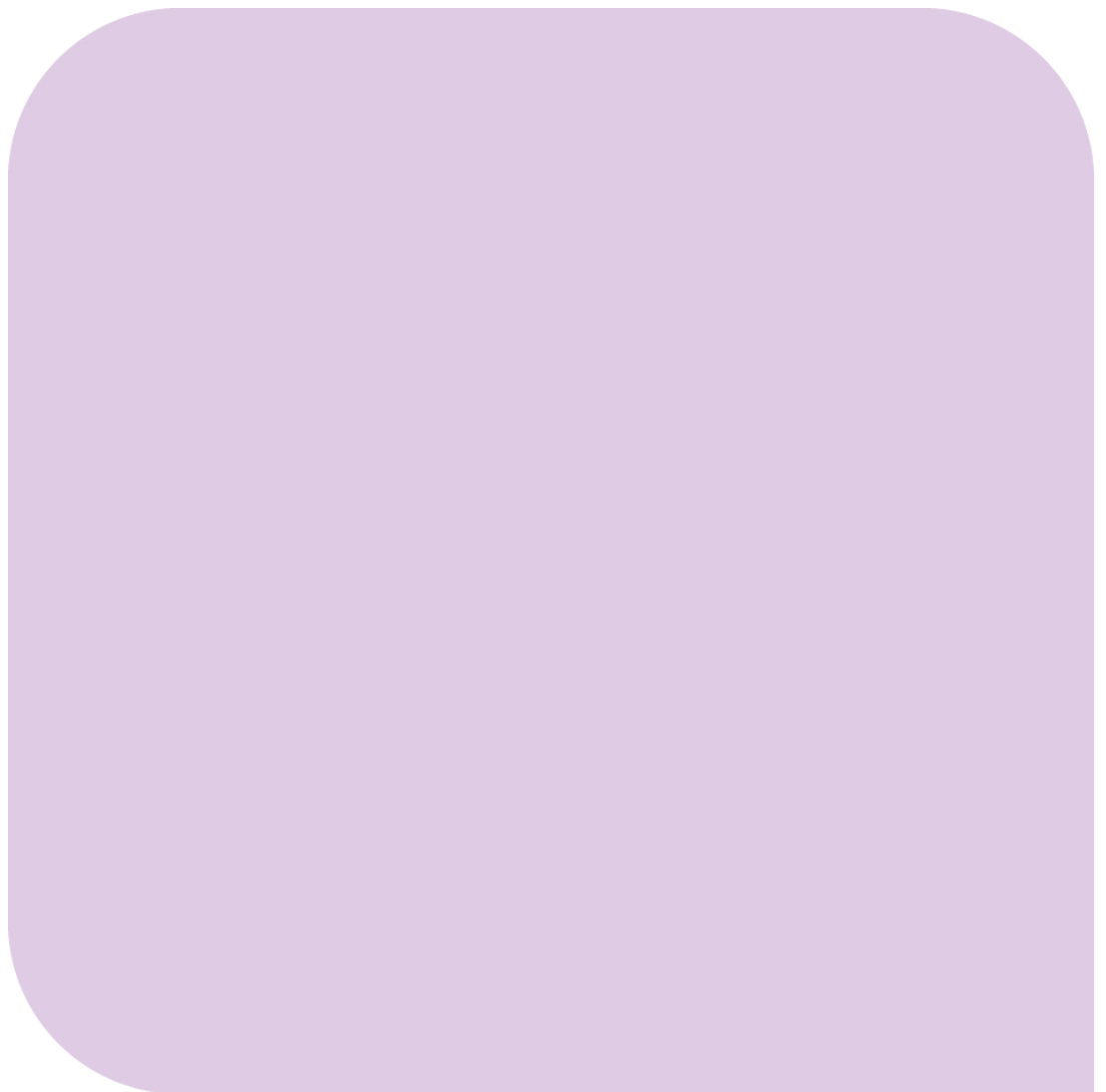


# Social Care Online: subject taxonomy



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## Social Care Online subject taxonomy

### Introduction

The Social Care Online subject taxonomy is a hierarchical arrangement of social care topics developed for browsing, searching and indexing content.

Social Care Online is a freely available database of over 100,000 records of social care information. It covers a wide range of material including research reports, government and policy documents, journal articles, audio visual material and websites. The main subject areas covered by Social Care Online include: adoption and foster care; children and young people; community care, disabled people; learning disabilities; mental health and mental health care, older people; residential care; social work and social care. In addition, the supplementary areas of criminal justice, health care, local government, management, psychology, social policy and sociology are also covered.

The taxonomy (also known as the topic tree), was developed for the launch of Social Care Online in 2005. It covers a broad range of social care issues to reflect the content coverage of Social Care Online, and was designed to enable browsing and improve the relevance of search results as the database increases in size.

### Background

The first version of the taxonomy was launched in June 2005. The main reasons for its development were to:

- provide a controlled vocabulary of terms which could be used to index material on Social Care Online
- enable users to use the hierarchical list to browse and view material without having to enter search terms
- allow the construction of complex topic based search strings

Initial terms were drawn from a controlled vocabulary used by the database CareData, which was developed by the National Institute for Social Work (and later by the Social Care Institute for Excellence). Additional controlled vocabularies, thesauri and dictionaries in the field of social care and health were also consulted to identify additional subjects and concepts. Terms were then structured into a hierarchy which could be used for both for browsing material via a web interface, and carrying out structured searches.

### The structure

The Social Care Online subject taxonomy is arranged in two different sequences. The hierarchical sequence (Part A: pages 5-30) displays each of the 15 current hierarchies

in turn, and the position of terms within the hierarchy. The alphabetical sequence (Part B: pages 31-212) shows each topic term in alphabetical order, together with any hierarchical relationships that exist to other terms, and scope notes if available.

This is Version 3. It currently contains 1,082 Go or preferred terms; 651 stop or non-preferred terms, and 225 scope notes.

## Types of Terms and Relationships

The types of terms and the abbreviations that appear in the alphabetical sequence are listed below.

<b>Top term (T).</b>	Indicates the top term or name of a hierarchy. These terms are not used for indexing or searching material.
<b>Go term (G).</b> Also known as a preferred term.	Indicates a topic term can be used for searching or indexing material.
<b>Stop term (S).</b> Also known as a non-preferred term	Indicates a topic term cannot be used for indexing or searching material. Stop terms can be synonyms or alternative spellings. Stop terms will always point the user to the 'Go' term that should be used.
<b>Broader term (BT).</b>	Indicates the next level up in the hierarchy to which a topic term belongs.
<b>Narrower term (NT).</b>	Indicates a narrower topic term in the hierarchy.
<b>Related term (RT).</b>	Indicates an associative or related topic term. Useful for finding other relevant topics which are related to the users chosen topic term.
<b>Use (USE) or Use for (UF):</b>	USE appears with Stop terms. It directs the users to the preferred 'Go' term that should be used to search or index material.
<b>Scope note (SN).</b>	UF appears with Stop terms. It identifies any stop or non-preferred terms that are used with preferred 'Go' terms. Provide a definition of a topic or gives guidance on a topics use when its meaning is unclear.

## Terms of Usage

The Social Care Institute for Excellence (SCIE) is happy for other organisations to use the Social Care Online subject taxonomy in whole or in part, providing acknowledgement of the source is given. SCIE would also be interested to know of organisations that have used the taxonomy and how it has been applied.

The taxonomy is updated annually. If you have any comments on using it, or have suggestions for additional terms please let us know. Comments will help inform future revisions of the taxonomy.

Any comments or suggestions can be sent to:

Social Care Online Team  
Social Care Institute for Excellence  
Goldings House  
2 Hay's Lane  
London SE1 2HB

e-mail: [socialcareonline@scie.org.uk](mailto:socialcareonline@scie.org.uk)

## Part A: Hierarchical taxonomy

### 1 benefits and personal finance

- 1.1 . benefits
  - 1.1.1 . . attendance allowance
  - 1.1.2 . . cash assistance
  - 1.1.3 . . council tax benefit
  - 1.1.4 . . disability living allowance
  - 1.1.5 . . housing benefit
  - 1.1.6 . . incapacity benefit
  - 1.1.7 . . supplementary benefits
    - 1.1.7.1 . . . social fund
  - 1.1.8 . . tax credits
- 1.2 . pensions
  - 1.2.1 . . occupational pensions
  - 1.2.2 . . personal pensions
  - 1.2.3 . . state retirement pensions
- 1.3 . personal finance
  - 1.3.1 . . debt
  - 1.3.2 . . expenses
    - 1.3.2.1 . . . living expenses
    - 1.3.2.2 . . . travel expenses
  - 1.3.3 . . income
    - 1.3.3.1 . . . low income
  - 1.3.4 . . payments
    - 1.3.4.1 . . . allowances
      - 1.3.4.1.1 . . . . adoption allowances
    - 1.3.4.2 . . . grants
  - 1.3.5 . . savings
  - 1.3.6 . . wages
- 1.4 . poverty
  - 1.4.1 . . famine

## 2 criminal justice, law and rights

- 2.1 . abuse
  - 2.1.1 . . adult abuse
  - 2.1.2 . . animal abuse
  - 2.1.3 . . child abuse
    - 2.1.3.1 . . . child neglect
    - 2.1.3.2 . . . child sexual abuse
  - 2.1.4 . . elder abuse
  - 2.1.5 . . emotional abuse
  - 2.1.6 . . financial abuse
  - 2.1.7 . . institutional abuse
  - 2.1.8 . . neglect
    - 2.1.8.1 . . . child neglect
    - 2.1.8.2 . . . self-neglect
  - 2.1.9 . . partner abuse
  - 2.1.10 . . physical abuse
    - 2.1.10.1 . . . female genital mutilation
  - 2.1.11 . . ritual abuse
  - 2.1.12 . . sexual abuse
- 2.2 . crime
  - 2.2.1 . . abduction
  - 2.2.2 . . anti-social behaviour
  - 2.2.3 . . arson
  - 2.2.4 . . murder
  - 2.2.5 . . prostitution
  - 2.2.6 . . riots
  - 2.2.7 . . sexual offences
    - 2.2.7.1 . . . incest
    - 2.2.7.2 . . . pornography
    - 2.2.7.3 . . . rape
  - 2.2.8 . . trafficking
  - 2.2.9 . . violence
    - 2.2.9.1 . . . domestic violence
- 2.3 . crime prevention
- 2.4 . criminal justice
  - 2.4.1 . . compensation
  - 2.4.2 . . crime victims
  - 2.4.3 . . custodial institutions
    - 2.4.3.1 . . . prisons
      - 2.4.3.2 . . . secure accommodation
        - 2.4.3.2.1 . . . young offender institutions
      - 2.4.3.3 . . . secure units
        - 2.4.3.3.1 . . . medium secure units
  - 2.4.4 . . offenders
    - 2.4.4.1 . . . abusers
    - 2.4.4.2 . . . dangerous offenders

2.4.4.3	.	.	.	ex-offenders
2.4.4.4	.	.	.	mentally disordered offenders
2.4.4.5	.	.	.	prisoners
2.4.4.6	.	.	.	recidivists
2.4.4.7	.	.	.	sex offenders
2.4.4.7.1	.	.	.	young sex offenders
2.4.4.8	.	.	.	young offenders
2.4.5	.	.	.	police
2.4.6	.	.	.	prison service
2.4.7	.	.	.	probation service
2.4.8	.	.	.	resettlement
2.4.9	.	.	.	restorative justice
2.4.9.1	.	.	.	reparation
2.4.10	.	.	.	sentences
2.4.10.1	.	.	.	non-custodial sentences
2.4.10.1.1	.	.	.	community service
2.4.10.1.2	.	.	.	diversion
2.4.10.1.3	.	.	.	licence
2.4.10.1.4	.	.	.	probation
2.4.10.1.5	.	.	.	tagging
2.4.11	.	.	.	youth justice
2.4.11.1	.	.	.	youth offending teams
2.5	.	.	.	ethics
2.5.1	.	.	.	accountability
2.5.1.1	.	.	.	public accountability
2.5.2	.	.	.	duty of care
2.5.3	.	.	.	professional conduct
2.6	.	.	.	law
2.6.1	.	.	.	charity law
2.6.2	.	.	.	criminal law
2.6.3	.	.	.	education law
2.6.4	.	.	.	employment law
2.6.5	.	.	.	family law
2.6.6	.	.	.	health law
2.6.7	.	.	.	local government law
2.6.8	.	.	.	mental health law
2.6.8.1	.	.	.	mental capacity
2.6.9	.	.	.	social welfare law
2.7	.	.	.	lawyers
2.8	.	.	.	legal proceedings
2.8.1	.	.	.	care proceedings
2.8.2	.	.	.	court orders
2.8.2.1	.	.	.	anti social behaviour orders
2.8.2.2	.	.	.	care orders
2.8.2.3	.	.	.	detention and training orders
2.8.2.4	.	.	.	emergency protection orders
2.8.2.5	.	.	.	parenting orders

2.8.2.6	.	.	.	referral orders
2.8.2.7	.	.	.	supervision orders
2.8.3	.	.		court reports
2.8.4	.	.		evidence
2.8.4.1	.	.	.	video recordings
2.8.5	.	.		guardianship
2.8.5.1	.	.	.	childrens guardians
2.8.5.2	.	.	.	special guardianship
2.8.6	.	.		law courts
2.8.6.1	.	.	.	Court of Protection
2.8.6.2	.	.	.	Family Courts
2.8.6.2.1	.	.	.	CAFCASS
2.8.6.3	.	.	.	youth courts
2.8.7	.	.		legal aid
2.8.8	.	.		remand
2.8.8.1	.	.	.	bail
2.8.9	.	.		witnesses
2.8.9.1	.	.	.	child witnesses
2.8.9.2	.	.	.	expert witnesses
2.9	.			punishment
2.9.1	.	.		physical restraint
2.10	.			race relations
2.10.1	.	.		racism
2.11	.			rights
2.11.1	.	.		advocacy
2.11.1.1	.	.	.	appropriate adult
2.11.1.2	.	.	.	self-advocacy
2.11.2	.	.		childrens rights
2.11.3	.	.		choice
2.11.4	.	.		citizenship
2.11.5	.	.		disclosure
2.11.6	.	.		discrimination
2.11.6.1	.	.	.	age discrimination
2.11.6.2	.	.	.	organisational discrimination
2.11.6.3	.	.	.	racial discrimination
2.11.6.4	.	.	.	religious discrimination
2.11.6.5	.	.	.	sex discrimination
2.11.7	.	.		diversity
2.11.8	.	.		empowerment
2.11.9	.	.		equal opportunities
2.11.9.1	.	.	.	racial equality
2.11.10	.	.		harassment
2.11.10.1	.	.	.	bullying
2.11.10.2	.	.	.	racial harassment
2.11.10.3	.	.	.	sexual harassment
2.11.11	.	.		human rights
2.11.12	.	.		informed consent

2.11.12.1	.	.	.	advance directives
2.11.13	.	.	.	privacy
2.11.13.1	.	.	.	confidentiality
2.11.14	.	.	.	self-determination

### 3 education, training and employment

3.1	.	education
3.1.1	.	. accreditation
3.1.2	.	. adult education
3.1.3	.	. educational assessment
3.1.4	.	. educational awards
3.1.5	.	. educational performance
3.1.6	.	. further education
3.1.7	.	. health education
3.1.7.1	.	. mental health education
3.1.8	.	. higher education
3.1.9	.	. inclusive education
3.1.10	.	. learning styles
3.1.11	.	. life long learning
3.1.12	.	. qualifications
3.1.12.1	.	. Diploma in Social Work
3.1.12.2	.	. NVQs
3.1.12.3	.	. Social Work degree
3.1.13	.	. schools
3.1.13.1	.	. boarding schools
3.1.13.2	.	. community schools
3.1.13.3	.	. primary schools
3.1.13.4	.	. school attendance
3.1.13.4.1	.	. truancy
3.1.13.5	.	. school exclusion
3.1.13.6	.	. secondary schools
3.1.14	.	. sex education
3.1.15	.	. social work education
3.1.15.1	.	. curriculum development
3.1.15.2	.	. post qualifying education
3.1.15.3	.	. practice placement
3.1.15.4	.	. practice teaching
3.1.16	.	. special education
3.1.16.1	.	. special educational needs
3.1.17	.	. students
3.1.17.1	.	. student social workers
3.1.18	.	. teaching
3.1.18.1	.	. teachers
3.1.18.2	.	. teaching methods
3.1.18.2.1	.	. distance learning
3.1.18.2.2	.	. e-learning
3.2	.	employment
3.2.1	.	. conditions of employment
3.2.1.1	.	. disciplinary procedures
3.2.1.2	.	. grievance procedures
3.2.1.3	.	. leave

3.2.1.3.1	.	.	.	.	maternity leave
3.2.1.3.2	.	.	.	.	parental leave
3.2.1.3.3	.	.	.	.	paternity leave
3.2.1.4	.	.	.	.	registration
3.2.1.5	.	.	.	.	security checking
3.2.1.6	.	.	.	.	termination of employment
3.2.1.6.1	.	.	.	.	retirement
3.2.1.6.2	.	.	.	.	staff resignation
3.2.1.7	.	.	.	.	working hours
3.2.1.7.1	.	.	.	.	flexible working
3.2.1.7.2	.	.	.	.	job sharing
3.2.1.7.3	.	.	.	.	part time work
3.2.2	.	.	.	.	labour market
3.2.2.1	.	.	.	.	child labour
3.2.3	.	.	.	.	professional associations
3.2.4	.	.	.	.	sheltered employment
3.2.5	.	.	.	.	staff
3.2.5.1	.	.	.	.	consultants
3.2.5.2	.	.	.	.	professional role
3.2.5.3	.	.	.	.	temporary staff
3.2.6	.	.	.	.	supported employment
3.2.7	.	.	.	.	trade unions
3.2.8	.	.	.	.	unemployment
3.2.9	.	.	.	.	whistleblowing
3.3	.	.	.	.	training
3.3.1	.	.	.	.	assertiveness training
3.3.2	.	.	.	.	multi-disciplinary training
3.3.3	.	.	.	.	parental skills training
3.3.4	.	.	.	.	social skills training
3.3.5	.	.	.	.	training materials
3.3.5.1	.	.	.	.	audio visual media

## 4 families, children and young people

- 4.1 . babies
- 4.1.1 . . premature babies
- 4.2 . child care
- 4.3 . child day care
- 4.3.1 . . after school care
- 4.3.2 . . child minding
- 4.3.3 . . nurseries
- 4.3.4 . . playgroups
- 4.4 . child development
- 4.4.1 . . adolescence
- 4.5 . child support
- 4.6 . children
- 4.6.1 . . adopted children
- 4.6.2 . . boys
- 4.6.3 . . children in need
- 4.6.4 . . emotionally disturbed children
- 4.6.5 . . foster children
- 4.6.6 . . girls
- 4.6.7 . . hyperactive children
- 4.6.8 . . looked after children
- 4.6.9 . . pre-school children
- 4.6.10 . . school children
- 4.6.11 . . vulnerable children
- 4.7 . contact
- 4.7.1 . . child custody
- 4.7.1.1 . . . joint custody
- 4.8 . families
- 4.8.1 . . birth families
- 4.8.2 . . single parent families
- 4.8.3 . . step families
- 4.9 . family members
- 4.9.1 . . grandparents
- 4.9.2 . . parents
- 4.9.2.1 . . . adoptive parents
- 4.9.2.2 . . . birth parents
- 4.9.2.3 . . . fathers
- 4.9.2.4 . . . mothers
- 4.9.2.5 . . . non-resident parents
- 4.9.2.6 . . . parents with learning disabilities
- 4.9.2.7 . . . separated parents
- 4.9.2.8 . . . teenage parents
- 4.9.3 . . relatives
- 4.9.4 . . siblings
- 4.9.4.1 . . . triplets
- 4.9.4.2 . . . twins

- 4.10 . family relations
- 4.10.1 . . family reunification
- 4.10.2 . . parent-child relations
- 4.10.3 . . step relationships
- 4.11 . parenting
- 4.11.1 . . discipline
- 4.11.2 . . parental responsibility
- 4.11.3 . . parental rights
- 4.11.4 . . parental role
- 4.12 . pregnancy
- 4.12.1 . . abortion
- 4.12.2 . . multiple pregnancy
- 4.12.3 . . teenage pregnancy
- 4.12.4 . . unborn children
- 4.13 . runaways
- 4.14 . wardship
- 4.15 . young adults
- 4.16 . young people

## 5 government and social policy

- 5.1 . armed forces
- 5.2 . central government
  - 5.2.1 . . Department for Education and Skills
  - 5.2.2 . . Department for Work and Pensions
    - 5.2.2.1 . . . Child Support Agency
  - 5.2.3 . . Department of Health
  - 5.2.4 . . Department of Social Security
  - 5.2.5 . . Office of Deputy Prime Minister
- 5.3 . deregulation
- 5.4 . devolved government
  - 5.4.1 . . National Assembly for Wales
  - 5.4.2 . . Scottish Executive
- 5.5 . economics
  - 5.5.1 . . economic development
- 5.6 . emergency services
  - 5.6.1 . . disaster services
  - 5.6.2 . . emergency health services
  - 5.6.3 . . fire services
- 5.7 . globalisation
- 5.8 . government bodies
  - 5.8.1 . . Childrens Commissioner
- 5.9 . international bodies
  - 5.9.1 . . European Union
  - 5.9.2 . . United Nations
- 5.10 . international relations
  - 5.10.1 . . developing countries
  - 5.10.2 . . terrorism
  - 5.10.3 . . war
- 5.11 . local authorities
  - 5.11.1 . . housing departments
  - 5.11.2 . . leisure services
  - 5.11.3 . . social services
    - 5.11.3.1 . . . adult services
      - 5.11.3.1.1 . . . . directors of adult services
    - 5.11.3.2 . . . childrens services
      - 5.11.3.2.1 . . . . directors of childrens services
    - 5.11.3.3 . . . directors of social services
- 5.12 . local government
  - 5.12.1 . . local government finance
    - 5.12.1.1 . . . council tax
- 5.13 . policy
  - 5.13.1 . . government policy
    - 5.13.1.1 . . . policy formulation
      - 5.13.1.1.1 . . . . social programmes
  - 5.13.2 . . local government policy

- 5.13.3 . . personalisation
- 5.13.4 . . social policy
- 5.14 . politics
- 5.15 . private sector
- 5.16 . privatisation
- 5.17 . public expenditure
- 5.18 . public inquiries
- 5.19 . public sector
- 5.20 . regional government
- 5.21 . social exclusion
- 5.22 . social inclusion
- 5.23 . social welfare
- 5.23.1 . . welfare state
- 5.24 . taxation
- 5.24.1 . . income tax
- 5.25 . voluntary sector
- 5.25.1 . . charities
- 5.25.2 . . voluntary organisations
- 5.25.2.1 . . . volunteers

## 6 health and health care

- 6.1 . diagnosis
- 6.1.1 . . screening
- 6.2 . genetics
- 6.3 . health
- 6.3.1 . . nutrition
- 6.3.2 . . public health
- 6.4 . health care
- 6.4.1 . . community health care
- 6.4.2 . . family planning
- 6.4.2.1 . . . contraception
- 6.4.3 . . health visiting
- 6.4.4 . . intermediate care
- 6.4.5 . . nursing
- 6.4.5.1 . . . community nursing
- 6.4.5.2 . . . learning disability nursing
- 6.4.6 . . palliative care
- 6.4.6.1 . . . hospice care
- 6.4.7 . . primary care
- 6.4.8 . . private health services
- 6.4.9 . . short-stay care
- 6.5 . health professionals
- 6.5.1 . . doctors
- 6.5.1.1 . . . general practitioners
- 6.5.2 . . health visitors
- 6.5.3 . . midwives
- 6.5.4 . . nurses
- 6.5.4.1 . . . community nurses
- 6.5.4.1.1 . . . . community psychiatric nurses
- 6.5.4.2 . . . district nurses
- 6.5.5 . . occupational therapists
- 6.5.6 . . physiotherapists
- 6.5.7 . . speech therapists
- 6.6 . hospitals
- 6.6.1 . . day hospitals
- 6.6.2 . . secure hospitals
- 6.7 . medical treatment
- 6.7.1 . . assisted reproduction
- 6.7.2 . . dialysis
- 6.7.3 . . immunisation
- 6.7.4 . . long term treatment
- 6.7.5 . . occupational therapy
- 6.7.6 . . organ transplants
- 6.7.7 . . physiotherapy
- 6.7.8 . . short term treatment
- 6.7.9 . . speech therapy

6.7.10	.	.	surgery
6.8	.		medication
6.8.1	.	.	prescription medicines
6.8.1.1	.	.	tranquillisers
6.9	.		NHS
6.9.1	.	.	health authorities
6.9.1.1	.	.	primary care groups
6.9.1.2	.	.	strategic health authorities
6.9.2	.	.	NHS trusts
6.9.2.1	.	.	care trusts
6.9.2.2	.	.	mental health trusts
6.9.2.3	.	.	primary care trusts
6.10	.		patient administration
6.10.1	.	.	patient admissions
6.10.1.1	.	.	patient readmission
6.10.2	.	.	patient discharge
6.10.2.1	.	.	discharge planning
6.11	.		patients
6.12	.		physical illness
6.12.1	.	.	chronic illness
6.12.2	.	.	diseases
6.12.2.1	.	.	arthritis
6.12.2.2	.	.	bone diseases
6.12.2.3	.	.	cancer
6.12.2.4	.	.	communicable diseases
6.12.2.5	.	.	diabetes
6.12.2.6	.	.	heart diseases
6.12.2.7	.	.	HIV AIDS
6.12.2.8	.	.	Parkinsons disease
6.12.2.9	.	.	sexually transmitted infections
6.12.2.10	.	.	stroke
6.12.3	.	.	disorders
6.12.3.1	.	.	blood disorders
6.12.3.1.1	.	.	sickle cell anaemia
6.12.3.2	.	.	chronic fatigue syndrome
6.12.3.3	.	.	enuresis
6.12.3.4	.	.	foetal alcohol syndrome
6.12.3.5	.	.	hypothermia
6.12.3.6	.	.	incontinence
6.12.3.7	.	.	infertility
6.12.4	.	.	falls
6.12.5	.	.	injuries
6.12.5.1	.	.	back injuries
6.12.5.2	.	.	head injuries
6.12.6	.	.	pain
6.12.7	.	.	terminal illness
6.13	.		substance misuse

6.13.1	.	.	addiction
6.13.2	.	.	alcohol misuse
6.13.3	.	.	detoxification
6.13.4	.	.	drug misuse
6.13.5	.	.	smoking
6.13.6	.	.	solvent misuse

## 7 housing and environment

- 7.1 . assistive technology
- 7.1.1 . . alarm systems
- 7.1.2 . . mobility aids
- 7.2 . buildings
- 7.2.1 . . building design
- 7.2.2 . . heating
- 7.3 . environment
- 7.3.1 . . environmental factors
- 7.3.2 . . rural areas
- 7.3.3 . . urban areas
- 7.3.3.1 . . . inner cities
- 7.4 . home ownership
- 7.5 . homelessness
- 7.5.1 . . bed and breakfast accommodation
- 7.5.2 . . temporary accommodation
- 7.6 . housing
- 7.6.1 . . extra care housing
- 7.6.2 . . group homes
- 7.6.3 . . hostels
- 7.6.3.1 . . . bail hostels
- 7.6.3.2 . . . probation hostels
- 7.6.4 . . housing estates
- 7.6.5 . . refuges
- 7.6.6 . . rented accommodation
- 7.6.7 . . retirement communities
- 7.6.8 . . shared housing
- 7.6.9 . . sheltered housing
- 7.6.10 . . shelters
- 7.6.11 . . social housing
- 7.6.11.1 . . . housing associations
- 7.6.11.2 . . . local authority housing
- 7.6.12 . . supported housing
- 7.7 . housing management
- 7.7.1 . . eviction
- 7.8 . regeneration
- 7.9 . tenants
- 7.10 . transport

## 8 living and life events

- 8.1 . attitudes
  - 8.1.1 . . morale
  - 8.1.2 . . parental attitudes
  - 8.1.3 . . public opinion
  - 8.1.4 . . stereotyped attitudes
- 8.2 . emotions
  - 8.2.1 . . grief
  - 8.2.2 . . happiness
  - 8.2.3 . . loneliness
- 8.3 . interpersonal relationships
  - 8.3.1 . . friendship
  - 8.3.2 . . intergenerational relationships
- 8.4 . leisure
  - 8.4.1 . . leisure activities
    - 8.4.1.1 . . . arts
      - 8.4.1.1.1 . . . . dance
      - 8.4.1.1.2 . . . . drama
    - 8.4.1.2 . . . gambling
    - 8.4.1.3 . . . gardening
    - 8.4.1.4 . . . holidays
    - 8.4.1.5 . . . pets
    - 8.4.1.6 . . . physical exercise
    - 8.4.1.7 . . . play
- 8.5 . life events
  - 8.5.1 . . ageing
    - 8.5.1.1 . . . life expectancy
  - 8.5.2 . . bereavement
  - 8.5.3 . . childbirth
    - 8.5.3.1 . . . stillbirth
    - 8.5.3.2 . . . surrogacy
  - 8.5.4 . . childlessness
  - 8.5.5 . . cohabitation
  - 8.5.6 . . death
    - 8.5.6.1 . . . dying
    - 8.5.6.2 . . . euthanasia
    - 8.5.6.3 . . . mortality
    - 8.5.6.4 . . . sudden infant death
  - 8.5.7 . . divorce
  - 8.5.8 . . loss
  - 8.5.9 . . marriage
    - 8.5.9.1 . . . forced marriage
    - 8.5.9.2 . . . marriage breakdown
- 8.6 . life skills
  - 8.6.1 . . communication
    - 8.6.1.1 . . . communication skills

8.6.1.2	.	.	.	listening skills
8.6.1.3	.	.	.	non-verbal communication
8.6.2	.	.	.	socialisation
8.6.2.1	.	.	.	social skills
8.7	.	.	.	life style
8.7.1	.	.	.	activities of daily living
8.7.2	.	.	.	dependency
8.7.2.1	.	.	.	institutionalisation
8.7.3	.	.	.	independence
8.7.3.1	.	.	.	deinstitutionalisation
8.7.4	.	.	.	independent living
8.7.5	.	.	.	quality of life
8.7.6	.	.	.	religious beliefs
8.7.7	.	.	.	spirituality
8.7.8	.	.	.	standard of living
8.7.9	.	.	.	supported living
8.8	.	.	.	personality
8.8.1	.	.	.	empathy
8.8.2	.	.	.	memory
8.8.3	.	.	.	motivation
8.8.4	.	.	.	personality development
8.8.5	.	.	.	self-concept
8.8.6	.	.	.	self-esteem
8.9	.	.	.	religion
8.9.1	.	.	.	Buddhism
8.9.2	.	.	.	Christianity
8.9.3	.	.	.	Hinduism
8.9.4	.	.	.	Islam
8.9.5	.	.	.	Judaism
8.10	.	.	.	sexuality
8.10.1	.	.	.	homosexuality
8.11	.	.	.	social networks

## 9 management and organisational development

- 9.1 . financing
  - 9.1.1 . . charges
  - 9.1.2 . . fines
  - 9.1.3 . . fund raising
    - 9.1.3.1 . . . lotteries
  - 9.1.4 . . government grants
  - 9.1.5 . . joint financing
- 9.2 . information and communications technology
  - 9.2.1 . . computers
  - 9.2.2 . . internet
- 9.3 . information services
  - 9.3.1 . . access to information
  - 9.3.2 . . advice services
  - 9.3.3 . . interpreting
  - 9.3.4 . . resource centres
  - 9.3.5 . . translation services
- 9.4 . insurance
  - 9.4.1 . . health insurance
  - 9.4.2 . . professional liability insurance
- 9.5 . management
  - 9.5.1 . . change management
  - 9.5.2 . . collaboration
    - 9.5.2.1 . . . interagency cooperation
    - 9.5.2.2 . . . interprofessional relations
    - 9.5.2.3 . . . joint planning
    - 9.5.2.4 . . . joint working
  - 9.5.3 . . conflict management
  - 9.5.4 . . financial management
    - 9.5.4.1 . . . budgetary control
    - 9.5.4.2 . . . cost effectiveness
    - 9.5.4.3 . . . cutbacks
    - 9.5.4.4 . . . expenditure
      - 9.5.4.4.1 . . . . costs
    - 9.5.4.5 . . . resource allocation
  - 9.5.5 . . information management
    - 9.5.5.1 . . . information needs
    - 9.5.5.2 . . . knowledge management
    - 9.5.5.3 . . . management information systems
  - 9.5.6 . . leadership
  - 9.5.7 . . management operations
    - 9.5.7.1 . . . commissioning
      - 9.5.7.1.1 . . . . joint commissioning
    - 9.5.7.2 . . . consultancy
    - 9.5.7.3 . . . consultation

9.5.7.4	.	.	.	decentralisation
9.5.7.5	.	.	.	decision making
9.5.7.5.1	.	.	.	. problem solving
9.5.7.6	.	.	.	monitoring
9.5.7.7	.	.	.	performance measurement
9.5.7.7.1	.	.	.	. performance evaluation
9.5.7.7.2	.	.	.	. performance indicators
9.5.7.8	.	.	.	resource allocation
9.5.8	.	.	.	managers
9.5.9	.	.	.	staff management
9.5.9.1	.	.	.	job satisfaction
9.5.9.2	.	.	.	recruitment
9.5.9.2.1	.	.	.	. international recruitment
9.5.9.3	.	.	.	staff appraisal
9.5.9.4	.	.	.	staff development
9.5.9.4.1	.	.	.	. staff mentoring
9.5.9.5	.	.	.	staff induction
9.5.9.6	.	.	.	staff retention
9.5.9.7	.	.	.	staff supervision
9.5.9.8	.	.	.	staffing levels
9.5.10	.	.	.	teams
9.5.11	.	.	.	teamwork
9.6	.	.	.	marketing
9.7	.	.	.	media
9.7.1	.	.	.	public relations
9.7.2	.	.	.	publicity
9.8	.	.	.	mixed economy of care
9.9	.	.	.	organisations
9.9.1	.	.	.	organisational culture
9.9.2	.	.	.	organisational development
9.9.3	.	.	.	organisational learning
9.9.4	.	.	.	organisational structure
9.9.4.1	.	.	.	. governing bodies
9.9.5	.	.	.	organisational theory
9.9.6	.	.	.	user-led organisations
9.10	.	.	.	planning
9.10.1	.	.	.	objectives setting
9.10.1.1	.	.	.	. priorities
9.11	.	.	.	procedures
9.11.1	.	.	.	complaints procedures
9.11.2	.	.	.	contract procedures
9.11.2.1	.	.	.	. contracts
9.11.2.2	.	.	.	. purchaser-provider split
9.11.2.3	.	.	.	. tendering
9.12	.	.	.	quality control
9.12.1	.	.	.	best value
9.12.2	.	.	.	good practice

9.12.3	.	.	inspection
9.12.4	.	.	quality assurance
9.12.5	.	.	regulation
9.12.6	.	.	standards

## 10 mental health and mental health care

- 10.1 . behaviour
  - 10.1.1 . . aggression
  - 10.1.2 . . behaviour problems
  - 10.1.3 . . challenging behaviour
  - 10.1.4 . . coping behaviour
  - 10.1.5 . . resilience
- 10.2 . mental health
- 10.3 . mental health care
  - 10.3.1 . . care programme approach
  - 10.3.2 . . compulsory detention
  - 10.3.3 . . compulsory treatment
  - 10.3.4 . . dual diagnosis
  - 10.3.5 . . psychiatric care
    - 10.3.5.1 . . . acute psychiatric care
    - 10.3.5.2 . . . psychiatric day centres
- 10.4 . mental health problems
  - 10.4.1 . . anxiety
  - 10.4.2 . . behaviour disorders
    - 10.4.2.1 . . . ADHD
    - 10.4.2.2 . . . Tourettes Syndrome
  - 10.4.3 . . bipolar disorder
  - 10.4.4 . . dementia
    - 10.4.4.1 . . . Alzheimers disease
    - 10.4.4.2 . . . early onset dementia
  - 10.4.5 . . depression
    - 10.4.5.1 . . . post natal depression
  - 10.4.6 . . eating disorders
    - 10.4.6.1 . . . anorexia nervosa
    - 10.4.6.2 . . . bulimia nervosa
    - 10.4.6.3 . . . obesity
  - 10.4.7 . . hypochondriacal neuroses
  - 10.4.8 . . obsessive compulsive disorders
  - 10.4.9 . . personality disorders
  - 10.4.10 . . phobias
    - 10.4.10.1 . . . agoraphobia
    - 10.4.10.2 . . . school phobia
  - 10.4.11 . . psychoses
  - 10.4.12 . . schizophrenia
  - 10.4.13 . . self-harm
  - 10.4.14 . . severe mental health problems
  - 10.4.15 . . suicide
    - 10.4.15.1 . . . attempted suicide
  - 10.4.16 . . traumas
    - 10.4.16.1 . . . post traumatic stress disorder
- 10.5 . mental health services

10.5.1	.	.	child and adolescent mental health services
10.5.2	.	.	community mental health services
10.5.2.1	.	.	assertive outreach
10.5.2.2	.	.	community mental health teams
10.5.2.3	.	.	crisis resolution
10.6	.		psychiatry
10.6.1	.	.	forensic psychiatry
10.7	.		psychology
10.7.1	.	.	attachment
10.7.2	.	.	recovered memory syndrome
10.7.3	.	.	self-help
10.8	.		stress
10.9	.		therapies
10.9.1	.	.	behaviour modification
10.9.2	.	.	complementary therapy
10.9.3	.	.	life story work
10.9.3.1	.	.	life story books
10.9.4	.	.	psychotherapy
10.9.4.1	.	.	art therapy
10.9.4.2	.	.	behaviour therapy
10.9.4.2.1	.	.	electroconvulsive therapy
10.9.4.3	.	.	dance therapy
10.9.4.4	.	.	drama therapy
10.9.4.5	.	.	family therapy
10.9.4.6	.	.	group therapy
10.9.4.7	.	.	hypnotherapy
10.9.4.8	.	.	music therapy
10.9.4.9	.	.	play therapy
10.9.4.10	.	.	psychoanalysis
10.9.4.11	.	.	reality therapy
10.9.4.12	.	.	reminiscence therapy
10.9.4.13	.	.	writing therapy
10.9.5	.	.	therapeutic communities

## 11 people, groups and communities

- 11.1 . adopted people
- 11.2 . adults
  - 11.2.1 . . vulnerable adults
- 11.3 . black and minority ethnic people
  - 11.3.1 . . African Caribbean people
  - 11.3.2 . . African people
  - 11.3.3 . . Asian people
    - 11.3.3.1 . . . Chinese people
    - 11.3.3.2 . . . Japanese people
    - 11.3.3.3 . . . Korean people
    - 11.3.3.4 . . . South Asian people
    - 11.3.3.5 . . . Vietnamese people
  - 11.3.4 . . gypsies
  - 11.3.5 . . Hispanic people
  - 11.3.6 . . Irish people
  - 11.3.7 . . mixed race people
  - 11.3.8 . . travellers
- 11.4 . carers
  - 11.4.1 . . young carers
- 11.5 . communities
  - 11.5.1 . . capacity building
  - 11.5.2 . . neighbourhoods
- 11.6 . disabled people
- 11.7 . ethnicity
- 11.8 . gender
  - 11.8.1 . . men
  - 11.8.2 . . women
- 11.9 . groups
  - 11.9.1 . . gangs
  - 11.9.2 . . interest groups
  - 11.9.3 . . peer groups
  - 11.9.4 . . socioeconomic groups
  - 11.9.5 . . support groups
    - 11.9.5.1 . . . self-help groups
- 11.10 . homeless people
  - 11.10.1 . . rough sleepers
  - 11.10.2 . . single homeless people
- 11.11 . housebound people
- 11.12 . indigenous people
- 11.13 . isolated people
- 11.14 . LGBT people
  - 11.14.1 . . bisexual people
  - 11.14.2 . . gay men
  - 11.14.3 . . lesbians
  - 11.14.4 . . transgendered people

11.14.4.1	.	.	.	transsexual people
11.15	.			migrants
11.15.1	.	.		immigrants
11.16	.			missing persons
11.17	.			multicultural society
11.17.1	.	.		cultural identity
11.18	.			neighbours
11.19	.			older people
11.19.1	.	.		very old people
11.20	.			partners
11.21	.			population
11.21.1	.	.		demographics
11.21.2	.	.		migration
11.21.2.1	.	.	.	immigration
11.22	.			refugees
11.22.1	.	.		asylum seekers
11.22.2	.	.		unaccompanied refugee children
11.23	.			residents
11.24	.			service users
11.24.1	.	.		involuntary clients
11.24.2	.	.		staff-user relationship
11.24.2.1	.	.	.	social worker-service user relationship
11.24.3	.	.		user participation
11.24.4	.	.		user views
11.25	.			survivors

## 12 physical and learning disabilities

- 12.1 . communication disorders
- 12.1.1 . . speech impairment
- 12.2 . learning disabilities
- 12.2.1 . . autistic spectrum disorders
- 12.2.1.1 . . . Aspergers syndrome
- 12.2.1.2 . . . autism
- 12.2.2 . . Downs syndrome
- 12.2.3 . . Prader-Willi syndrome
- 12.2.4 . . severe learning disabilities
- 12.2.5 . . Williams syndrome
- 12.3 . learning disabilities services
- 12.3.1 . . community learning disabilities teams
- 12.4 . learning disorders
- 12.4.1 . . dyslexia
- 12.5 . mobility
- 12.5.1 . . mobility impairment
- 12.6 . multiple disabilities
- 12.7 . physical disabilities
- 12.7.1 . . cerebral palsy
- 12.7.2 . . cystic fibrosis
- 12.7.3 . . epilepsy
- 12.7.4 . . hereditary chorea
- 12.7.5 . . multiple sclerosis
- 12.7.6 . . muscular dystrophy
- 12.7.7 . . spina bifida
- 12.8 . sensory impairments
- 12.8.1 . . deaf blindness
- 12.8.2 . . hearing impairment
- 12.8.2.1 . . . deafness
- 12.8.3 . . visual impairment
- 12.9 . severe disabilities
- 12.10 . social role valorisation

## 13 research and evaluation

- 13.1 . evaluation
- 13.2 . outcomes
  - 13.2.1 . . long term outcomes
  - 13.2.2 . . short term outcomes
- 13.3 . research centres
- 13.4 . research design
  - 13.4.1 . . models
  - 13.4.2 . . questionnaire design
  - 13.4.3 . . sampling methods
  - 13.4.4 . . statistical design
  - 13.4.5 . . survey design
- 13.5 . research dissemination
- 13.6 . research ethics
  - 13.6.1 . . research governance
- 13.7 . research implementation
- 13.8 . research methodologies
  - 13.8.1 . . qualitative research
  - 13.8.2 . . quantitative research
- 13.9 . research methods
  - 13.9.1 . . action research
  - 13.9.2 . . case studies
  - 13.9.3 . . comparative studies
  - 13.9.4 . . data analysis
  - 13.9.5 . . data collection
    - 13.9.5.1 . . . diagnostic tests
    - 13.9.5.2 . . . focus groups
    - 13.9.5.3 . . . observation
    - 13.9.5.4 . . . questionnaires
  - 13.9.6 . . descriptive research methods
  - 13.9.7 . . empirical research methods
  - 13.9.8 . . instruments
  - 13.9.9 . . interviews
  - 13.9.10 . . literature reviews
  - 13.9.11 . . longitudinal studies
  - 13.9.12 . . participatory research
    - 13.9.12.1 . . . user led research
  - 13.9.13 . . randomised controlled trials
  - 13.9.14 . . statistical methods
  - 13.9.15 . . survey methods
  - 13.9.16 . . systematic reviews
  - 13.9.17 . . systems analysis
- 13.10 . research skills

- 14 social care services
  - 14.1 adoption
    - 14.1.1 . . . access to birth records
    - 14.1.2 . . . adoption agencies
    - 14.1.3 . . . inter-country adoption
    - 14.1.4 . . . open adoption
    - 14.1.5 . . . post adoption services
    - 14.1.6 . . . transracial adoption
  - 14.2 . adult protection
  - 14.3 . after care
    - 14.3.1 . . . rehabilitation
  - 14.4 . child protection services
    - 14.4.1 . . . custodianship
    - 14.4.2 . . . investigations
  - 14.5 . Childrens Trusts
  - 14.6 . community care
    - 14.6.1 . . . community care plans
    - 14.6.2 . . . meal services
    - 14.6.3 . . . outreach services
  - 14.7 . counselling
    - 14.7.1 . . . bereavement counselling
    - 14.7.2 . . . child guidance
    - 14.7.3 . . . counsellors
    - 14.7.4 . . . helplines
  - 14.8 . day care
    - 14.8.1 . . . day centres
      - 14.8.1.1 . . . . . drop-in centres
  - 14.9 . family support
    - 14.9.1 . . . family centres
  - 14.10 . foster care
    - 14.10.1 . . . foster carers
    - 14.10.2 . . . kinship care
    - 14.10.3 . . . private foster care
    - 14.10.4 . . . transracial foster care
  - 14.11 . holistic care
  - 14.12 . home care
    - 14.12.1 . . . home help
  - 14.13 . informal care
  - 14.14 . leaving care
  - 14.15 . long stay care
  - 14.16 . long term care
  - 14.17 . mediation
    - 14.17.1 . . . family mediation
  - 14.18 . mentoring
    - 14.18.1 . . . befriending schemes
  - 14.19 . multi-disciplinary services

- 14.19.1 . . . integrated services
- 14.20 . . . placement
- 14.20.1 . . . adult family placement
- 14.20.2 . . . concurrent planning
- 14.20.3 . . . long term placement
- 14.20.4 . . . permanency planning
- 14.20.5 . . . placement disruption
- 14.21 . . . residential care
- 14.21.1 . . . admission to care
- 14.21.2 . . . care homes
- 14.21.2.1 . . . . nursing homes
- 14.21.2.2 . . . . older peoples homes
- 14.21.3 . . . residential child care
- 14.22 . . . respite care
- 14.23 . . . self care
- 14.24 . . . short term care
- 14.25 . . . social care provision
- 14.25.1 . . . access to services
- 14.25.2 . . . service closure
- 14.25.3 . . . service uptake
- 14.25.4 . . . waiting lists
- 14.26 . . . transitional services

## 15 social work and social workers

- 15.1 . social care staff
  - 15.1.1 . . care workers
    - 15.1.1.1 . . . care assistants
    - 15.1.1.2 . . . child care workers
    - 15.1.1.3 . . . home care assistants
    - 15.1.1.4 . . . personal assistants
    - 15.1.1.5 . . . social work assistants
    - 15.1.1.6 . . . wardens
  - 15.1.2 . . social care professionals
    - 15.1.2.1 . . . approved mental health professionals
    - 15.1.2.2 . . . social workers
      - 15.1.2.2.1 . . . . approved social workers
      - 15.1.2.2.2 . . . . community workers
      - 15.1.2.2.3 . . . . front line managers
      - 15.1.2.2.4 . . . . keyworkers
      - 15.1.2.2.5 . . . . medical social workers
        - 15.1.2.2.5.1 . . . . . hospital social workers
      - 15.1.2.2.6 . . . . residential social workers
      - 15.1.2.2.7 . . . . school social workers
      - 15.1.2.2.8 . . . . social work assistants
      - 15.1.2.2.9 . . . . social worker teams
        - 15.1.2.2.9.1 . . . . . area teams
        - 15.1.2.2.9.2 . . . . . emergency duty teams
- 15.2 . social work
  - 15.2.1 . . community work
    - 15.2.1.1 . . . community centres
    - 15.2.1.2 . . . community development
  - 15.2.2 . . forensic social work
  - 15.2.3 . . general practice social work
    - 15.2.3.1 . . . general practice attachment schemes
  - 15.2.4 . . medical social work
    - 15.2.4.1 . . . hospital social work
  - 15.2.5 . . patch systems
  - 15.2.6 . . psychiatric social work
  - 15.2.7 . . school social work
  - 15.2.8 . . youth work
- 15.3 . social work approaches
  - 15.3.1 . . anti-discriminatory practice
    - 15.3.1.1 . . . anti-racist practice
  - 15.3.2 . . anti-oppressive practice
  - 15.3.3 . . ecological approach
  - 15.3.4 . . evidence-based practice
  - 15.3.5 . . multicultural approach
  - 15.3.6 . . person-centred approach
  - 15.3.7 . . preventive practice

15.3.8	.	.	psychosocial approach
15.3.9	.	.	reflective practice
15.3.10	.	.	systems approach
15.3.11	.	.	task-centred practice
15.4	.		social work history
15.5	.		social work methods
15.5.1	.	.	assessment
15.5.1.1	.	.	eligibility criteria
15.5.1.2	.	.	needs
15.5.1.2.1	.	.	health needs
15.5.1.2.2	.	.	unmet need
15.5.1.3	.	.	needs assessment
15.5.1.4	.	.	self-assessment
15.5.2	.	.	care management
15.5.2.1	.	.	care planning
15.5.2.1.1	.	.	person-centred planning
15.5.2.2	.	.	child care reviews
15.5.3	.	.	case management
15.5.3.1	.	.	case records
15.5.4	.	.	casework
15.5.4.1	.	.	case conferences
15.5.4.1.1	.	.	family group conferences
15.5.4.2	.	.	case reviews
15.5.4.3	.	.	short-term casework
15.5.5	.	.	community profiling
15.5.6	.	.	discharge
15.5.7	.	.	field work
15.5.8	.	.	groupwork
15.5.8.1	.	.	role playing
15.5.9	.	.	intervention
15.5.9.1	.	.	crisis intervention
15.5.9.2	.	.	early intervention
15.5.9.3	.	.	psycho-social intervention
15.5.10	.	.	interviewing
15.5.11	.	.	referral
15.5.12	.	.	registers
15.5.12.1	.	.	adoption contact registers
15.5.12.2	.	.	child protection registers
15.5.12.3	.	.	sex offenders registers
15.5.13	.	.	risk
15.5.13.1	.	.	risk assessment
15.5.13.2	.	.	risk management
15.5.14	.	.	self-directed support
15.5.14.1	.	.	direct payments
15.5.14.2	.	.	individual budgets
15.5.15	.	.	supervision
15.5.16	.	.	treatment

15.5.17 . . workload  
15.5.17.1 . . caseload  
15.6 . social work theories  
15.7 . sociology  
15.7.1 . feminist theory

## Part B: Alphabetical Taxonomy

### **A.I.D.S. (S)**

USE HIV AIDS

### **abduction (G)**

BT crime  
UF child abduction  
RT children  
UF kidnapping

### **aboriginals (S)**

USE indigenous people

### **abortion (G)**

BT pregnancy

### **absconding (S)**

USE runaways

### **abuse (G)**

BT criminal justice, law and rights (*\*top term - not used for indexing\**)  
NT adult abuse  
NT animal abuse  
NT child abuse  
NT elder abuse  
NT emotional abuse  
NT financial abuse  
NT institutional abuse  
NT neglect  
NT partner abuse  
NT physical abuse  
NT ritual abuse  
NT sexual abuse  
SN Intentional, purposeful acts or acts of omission leading to a person being hurt, injured or killed.

### **abuse of older persons (S)**

USE elder abuse

### **abused children (S)**

USE child abuse

**abused elderly people (S)**

USE elder abuse

**abusers (G)**

BT offenders

**academic achievement (S)**

USE educational performance

**access to birth records (G)**

BT adoption

**access to children (S)**

USE contact

**access to information (G)**

BT information services

RT confidentiality

**access to services (G)**

BT social care provision

**accident and emergency (S)**

USE emergency health services

**accountability (G)**

BT ethics

NT public accountability

SN Use for accountability of social workers to users; employing organisation; their own motivations and legal requirements and framework for specific social work tasks.

**accounting (S)**

USE financial management

**accreditation (G)**

BT education

SN Use for social work courses, practice placement/teachers. For the licensing of social workers under GSSC scheme and in other countries use 'registration'.

**Acquired Immunodeficiency Syndrome (S)**

USE HIV AIDS

**action plan orders (S)**

USE court orders

**action research (G)**

BT research methods

SN Research which engages participants and researchers in active collaboration and collective self-reflection at all stages of research process.

**active listening skills (S)**

USE listening skills

**activities of daily living (G)**

BT life style

RT older people

UF daily living skills

**acts (S)**

USE law

**acute hospital trusts (S)**

USE NHS trusts

**acute psychiatric care (G)**

BT psychiatric care

**adaptations (S)**

USE assistive technology

**addiction (G)**

BT substance misuse

SN Use for discussions of the nature of addiction.

**additional educational needs (S)**

USE special educational needs

**additional support needs (S)**

USE special educational needs

**ADHD (G)**

BT behaviour disorders

UF attention deficit hyperactivity disorder

**admission to care (G)**

BT residential care

**admission to hospital (S)**

USE patient admissions

**adolescence (G)**

- BT child development
- SN Use for emotional/physical aspects of adolescence.

**adolescents (S)**

- USE young people

**adopted children (G)**

- BT children
- RT adoption

**adopted people (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- RT adoption

**adoption (G)**

- BT social care services (\*top term - not used for indexing\*)
- NT access to birth records
- NT adoption agencies
- NT inter-country adoption
- NT open adoption
- NT post adoption services
- NT transracial adoption
- RT adoption contact registers
- UF adoption services
- RT adopted children
- RT adopted people
- RT adoption allowances
- RT adoptive parents

**adoption agencies (G)**

- BT adoption

**adoption allowances (G)**

- BT allowances
- RT adoption

**adoption contact registers (G)**

- BT registers
- RT adoption

**adoption services (S)**

- USE adoption

**adoption support services (S)**

- USE post adoption services

**adoptive parents (G)**

- BT parents
- RT adoption

**adult abuse (G)**

- BT abuse
- RT adult protection
- SN Use for abuse of vulnerable adults. For the abuse of older people, use elder abuse.

**adult education (G)**

- BT education

**adult family placement (G)**

- BT placement
- UF foster care of adults
- UF shared lives
- SN Use for schemes where carers have someone with a learning disability or mental health problem to live as part of their family. This includes shared lives schemes.

**adult protection (G)**

- BT social care services (\*top term - not used for indexing\*)
- RT adult abuse
- SN Use in relation to adult focused services

**adult services (G)**

- BT social services
- NT directors of adult services
- UF adults services

**adults (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT vulnerable adults

**adults services (S)**

- USE adult services

**advance directives (G)**

- BT informed consent
- RT death
- UF living wills

**advice centres (S)**

- USE advice services

**advice services (G)**

- BT information services
- UF housing advice centres
- UF financial advice
- UF money advice
- UF debt counselling
- UF advice centres
- UF welfare rights services
- RT helplines

**advocacy (G)**

- BT rights
- NT appropriate adult
- NT self-advocacy
- UF advocates
- RT empowerment
- SN Exerting influence on behalf of certain groups or organisations within political and legal power structures. Includes legal advocacy; professional advocacy; self-advocacy; citizen advocacy; collective, class or group advocacy; peer advocacy, patients advocacy; informal advocacy.

**advocates (S)**

- USE advocacy

**African Caribbean people (G)**

- BT black and minority ethnic people
- UF black people
- UF Afro Caribbean people

**African people (G)**

- BT black and minority ethnic people

**Afro Caribbean people (S)**

- USE African Caribbean people

**after care (G)**

- BT social care services (\*top term - not used for indexing\*)
- NT rehabilitation
- UF throughcare
- SN Care of former residents of residential facilities.

**after school care (G)**

- BT child day care
- UF after school clubs

**after school clubs (S)**

USE after school care

**age discrimination (G)**

BT discrimination

UF ageism

RT older people

**ageing (G)**

BT life events

NT life expectancy

RT older people

**ageism (S)**

USE age discrimination

**agency staff (S)**

USE temporary staff

**aggression (G)**

BT behaviour

UF anger

**agoraphobia (G)**

BT phobias

**AIDS (S)**

USE HIV AIDS

**aids and adaptations (S)**

USE assistive technology

**alarm systems (G)**

BT assistive technology

UF community alarm systems

**alcohol abuse (S)**

USE alcohol misuse

**alcohol misuse (G)**

BT substance misuse

UF alcohol abuse

UF alcohol misusers

UF alcoholism

RT foetal alcohol syndrome

**alcohol misusers (S)**

USE alcohol misuse

**alcoholism (S)**

USE alcohol misuse

**allowances (G)**

BT payments

NT adoption allowances

**alternative therapies (S)**

USE complementary therapy

**Alzheimers disease (G)**

BT dementia

**anger (S)**

USE aggression

**animal abuse (G)**

BT abuse

**anorexia nervosa (G)**

BT eating disorders

**anti discriminatory practice (S)**

USE anti-discriminatory practice

**anti oppressive practice (S)**

USE anti-oppressive practice

**anti racist practice (S)**

USE anti-racist practice

**anti social behaviour (S)**

USE anti-social behaviour

**anti social behaviour orders (G)**

BT court orders

**anti-discriminatory practice (G)**

BT social work approaches

NT anti-racist practice

UF anti discriminatory practice

SN An approach to social work which emphasises ways in which individuals and groups tend to be discriminated against and the need for professional practice to counter such discrimination.

**anti-oppressive practice (G)**

BT social work approaches

UF anti oppressive practice

SN Radical social work approach which is informed by humanistic and social justice values and takes account of experiences and views of oppressed people. Based on understanding of how concepts of power, oppression and inequality determine personal and structural relations.

**anti-racist practice (G)**

BT anti-discriminatory practice

UF anti racist practice

**anti-social behaviour (G)**

BT crime

UF anti social behaviour

UF juvenile delinquency

UF vandalism

RT behaviour problems

**anxiety (G)**

BT mental health problems

**appropriate adult (G)**

BT advocacy

UF responsible adult

SN Use for adults asked to attend police questioning of suspects who are aged under 17 or are mentally disabled.

**approved mental health professionals (G)**

BT social care professionals

**approved premises (S)**

USE probation hostels

**approved social workers (G)**

BT social workers

**area health authorities (S)**

USE health authorities

**area teams (G)**

BT social worker teams

**armed forces (G)**

BT government and social policy (\*top term - not used for indexing\*)

UF soldiers

**arson (G)**

BT crime

**art therapy (G)**

BT psychotherapy

**arthritis (G)**

BT diseases

**arts (G)**

BT leisure activities

NT dance

NT drama

UF performing arts

SN Use for performing and creative arts.

**Asian people (G)**

BT black and minority ethnic people

NT Chinese people

NT Japanese people

NT Korean people

NT South Asian people

NT Vietnamese people

**Aspergers syndrome (G)**

BT autistic spectrum disorders

**assertive outreach (G)**

- BT community mental health services
- RT outreach services
- RT outreach services
- SN Community-based service that actively supports people with serious mental health needs in their own homes. Also known as assertive community treatment teams.

**assertiveness training (G)**

- BT training

**assessment (G)**

- BT social work methods
- NT eligibility criteria
- NT needs
- NT needs assessment
- NT self-assessment
- UF social work assessments
- SN Process by which judgments are made about an individual or family and their environment in deciding what their needs are. For assessment of learning in an academic or work setting, use educational assessment.

**assisted conception (S)**

- USE assisted reproduction

**assisted reproduction (G)**

- BT medical treatment
- UF IVF
- UF in vitro fertilisation
- UF assisted conception
- RT babies
- RT childlessness

**assistive technology (G)**

- BT housing and environment (\*top term - not used for indexing\*)
- NT alarm systems
- NT mobility aids
- UF aids and adaptations
- UF adaptations
- UF equipment
- UF home adaptations
- UF telecare
- SN Use for a device or system that helps an individual perform a task. These can be devices to aid mobility and physical access, to aid communication, to aid environmental control (such as smart homes), or to enhance safety.

**asylum (S)**

- USE asylum seekers

**asylum seekers (G)**

- BT refugees
- UF asylum

**at risk children (S)**

- USE vulnerable children

**at risk people (S)**

- USE vulnerable adults

**attachment (G)**

- BT psychology
- UF attachment theory
- RT loss

**attachment theory (S)**

- USE attachment

**attempted suicide (G)**

- BT suicide
- UF parasuicide

**attendance allowance (G)**

- BT benefits

**attention deficit hyperactivity disorder (S)**

- USE ADHD

**attitudes (G)**

- BT living and life events (\*top term - not used for indexing\*)
- NT morale
- NT parental attitudes
- NT public opinion
- NT stereotyped attitudes
- SN Use for attitudes of users/social workers etc.

**audio visual material (S)**

- USE audio visual media

**audio visual media (G)**

- BT training materials
- UF audio visual material
- UF audiovisual materials
- SN Use for discussions of different media formats eg video, talking books. For mass media and the media sector eg newspaper, radio, TV coverage, use media.

**audiovisual materials (S)**

- USE audio visual media

**autism (G)**

- BT autistic spectrum disorders

**autistic spectrum disorders (G)**

- BT learning disabilities
- NT Aspergers syndrome
- NT autism
- UF Heller's Syndrome
- UF Rett syndrome

**babies (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- NT premature babies
- UF infants
- RT assisted reproduction
- RT childbirth
- RT post natal depression
- RT sudden infant death

**back injuries (G)**

- BT injuries

**bail (G)**

- BT remand
- UF conditional bail
- UF unconditional bail
- RT bail hostels

**bail hostels (G)**

- BT hostels
- RT bail

**bath seats (S)**

- USE mobility aids

**battered wives (S)**

- USE partner abuse

**bed and breakfast accommodation (G)**

- BT homelessness

**bed wetting (S)**

- USE enuresis

**befriending schemes (G)**

- BT mentoring

**behaviour (G)**

- BT mental health and mental health care (\*top term - not used for indexing\*)
- NT aggression
- NT behaviour problems
- NT challenging behaviour
- NT coping behaviour
- NT resilience
- RT behaviour therapy

**behaviour disorders (G)**

- BT mental health problems
- NT ADHD
- NT Tourettes Syndrome
- UF conduct disorders
- SN Use for disorders characterised by persistent and repetitive patterns of behaviour that violate societal norms or rules or that seriously impair a person's functioning.

**behaviour modification (G)**

- BT therapies
- UF classical conditioning
- SN Method of teaching people to change their behaviour by systematic use of reinforcements, based on learning theory.

**behaviour problems (G)**

- BT behaviour
- RT anti-social behaviour
- UF misbehaviour
- SN Use for disruptive behaviour, misbehaviour, aggressive or problem behaviour, especially in relation to children and young people eg tantrums.

**behaviour therapy (G)**

- BT psychotherapy
- NT electroconvulsive therapy
- RT behaviour
- UF cognitive behavioural therapy
- UF cognitive therapy
- UF desensitisation

**benefits (G)**

- BT benefits and personal finance (\*top term - not used for indexing\*)
- NT attendance allowance
- NT cash assistance
- NT council tax benefit
- NT disability living allowance
- NT housing benefit
- NT incapacity benefit
- NT supplementary benefits
- NT tax credits
- UF child benefit
- UF welfare benefits
- UF social security
- UF social security benefits

**benefits and personal finance (T) (\*top term - not used for indexing\*)**

- BT hierarchies
- NT benefits
- NT pensions
- NT personal finance
- NT poverty
- SN Term not used for indexing

**bereavement (G)**

- BT life events
- RT death
- UF mourning
- RT grief
- RT bereavement counselling

**bereavement counselling (G)**

- BT counselling
- UF grief work
- RT bereavement
- UF bereavement support

**bereavement support (S)**

- USE bereavement counselling

**best practice (S)**

- USE good practice

**best value (G)**

- BT quality control
- SN Replaces compulsory competitive tendering for local councils and sets duty to deliver services to high standard by most effective, economic and efficient means available.

**bipolar affective disorder (S)**

- USE bipolar disorder

**bipolar disorder (G)**

- BT mental health problems
- UF bipolar affective disorder
- UF manic depression

**birth (S)**

- USE childbirth

**birth control (S)**

- USE family planning

**birth families (G)**

- BT families
- SN Family from which child originated biologically.

**birth parents (G)**

- BT parents

**bisexual people (G)**

- BT LGBT people
- UF bisexuals
- RT sexuality

**bisexuals (S)**

- USE bisexual people

**black and ethnic minority people (S)**

- USE black and minority ethnic people

**black and minority ethnic groups (S)**

- USE black and minority ethnic people

**black and minority ethnic people (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT African Caribbean people
- NT African people
- NT Asian people
- NT gypsies
- NT Hispanic people
- NT Irish people
- NT mixed race people
- NT travellers
- UF race
- UF black Asian and minority ethnic groups
- UF black and ethnic minority people
- UF black and minority ethnic groups
- UF ethnic groups
- UF ethnic minorities
- RT ethnicity
- UF minority ethnic groups

**black Asian and minority ethnic groups (S)**

- USE black and minority ethnic people

**black feminism (S)**

- USE feminist theory

**black people (S)**

- USE African Caribbean people

**blind people (S)**

- USE visual impairment

**blindness (S)**

USE visual impairment

**blood disorders (G)**

BT disorders

NT sickle cell anaemia

UF Thalassaemia

**boarding schools (G)**

BT schools

UF residential education

UF residential schools

**bonding (S)**

USE parent-child relations

**bone diseases (G)**

BT diseases

UF osteoporosis

UF copper deficiency

UF brittle bone disease

**borderline personality disorders (S)**

USE personality disorders

**boys (G)**

BT children

RT gender

SN Use for boys between the ages of five and adolescence

**brain damage (S)**

USE head injuries

**brief casework (S)**

USE short-term casework

**brittle bone disease (S)**

USE bone diseases

**brothers (S)**

USE siblings

**Buddhism (G)**

BT religion

**buddy schemes (S)**

USE friendship

**budgetary control (G)**

BT financial management

**building design (G)**

BT buildings

**buildings (G)**

BT housing and environment (\*top term - not used for indexing\*)

NT building design

NT heating

**bulimia nervosa (G)**

BT eating disorders

**bullying (G)**

BT harassment

RT school children

**burnout (S)**

USE stress

**CAFCASS (G)**

BT Family Courts

UF Children and Family Court Advisory and Support Service

**campaigning groups (S)**

USE interest groups

**cancer (G)**

BT diseases

UF leukaemia

**capacity building (G)**

BT communities

RT empowerment

SN Use for developing the means to help residents/communities in a local area to take control of their own affairs and solve their own problems.

**capital expenditure (S)**

USE expenditure

**cardiac patients (S)**

USE heart diseases

**care assistants (G)**

BT care workers

**care homes (G)**

BT residential care

NT nursing homes

NT older peoples homes

RT institutional abuse

SN Use for general discussions of care homes and when the nature of the home ie whether it is residential or nursing is not specified.

**care in the community (S)**

USE community care

**care management (G)**

BT social work methods

NT care planning

NT child care reviews

SN Management of care of one or more individuals in receipt of a care package. Introduced as part of NHS and Community Care Act 1990. Use for UK care management. For case management in other countries and for case management in the UK other than care management use 'case management'.

**care orders (G)**

BT court orders

RT care proceedings

SN Used under s.31 & 33 of Children Act 1989 directing local authority to take into care child named in order.

**care planning (G)**

BT care management

NT person-centred planning

UF care plans

SN Planning for provision of services to individuals or families normally made following assessment at case conference review and involves users, carers and carers' families.

**care plans (S)**

USE care planning

**care proceedings (G)**

BT legal proceedings

RT care orders

**care programme approach (G)**

- BT mental health care
- SN Programme to ensure that health authorities and their corresponding social services have arrangements for assessing health and social care needs of mentally ill people.

**care staff (S)**

- USE care workers

**care trusts (G)**

- BT NHS trusts
- SN Care Trusts are organisations that work both in health and social care. They carry out a range of services including social care, mental health services or primary care services.

**care workers (G)**

- BT social care staff
- NT care assistants
- NT child care workers
- NT home care assistants
- NT personal assistants
- NT social work assistants
- NT wardens
- UF care staff
- SN Use also for floating support workers.

**carers (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT young carers
- UF family carers
- UF informal carers
- UF unpaid carers
- RT informal care
- SN Use for those who provide unpaid care and support to relatives, neighbours and friends. For discussions of informal care use 'informal care'.

**case conferences (G)**

- BT casework
- NT family group conferences
- UF child protection conferences

**case loads (S)**

- USE caseload

**case management (G)**

- BT social work methods
- NT case records
- SN Co-ordination by a keyworker or case manager of care services for an individual. Use for case management as practised in USA and other countries, and for case management in UK other than in community care.

**case records (G)**

- BT case management
- UF record keeping
- UF records

**case reviews (G)**

- BT casework
- RT public inquiries
- SN Use for serious case reviews and part 8 reviews.

**case studies (G)**

- BT research methods

**caseload (G)**

- BT workload
- UF case loads
- UF caseload management
- UF caseloads
- RT casework

**caseload management (S)**

- USE caseload

**caseloads (S)**

- USE caseload

**casework (G)**

- BT social work methods
- NT case conferences
- NT case reviews
- NT short-term casework
- RT caseload
- RT crisis intervention
- SN A social work method used to work with individuals.

**cash assistance (G)**

- BT benefits
- SN Use for cash paid direct to persons in need by social services departments eg Section 1 payments made by SSDs to users under Child Care Act 1980

**central government (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- NT Department for Education and Skills
- NT Department for Work and Pensions
- NT Department of Health
- NT Department of Social Security
- NT Office of Deputy Prime Minister
- UF government departments
- RT government policy
- RT public accountability

**cerebral palsy (G)**

- BT physical disabilities

**Certificate in Social Service (S)**

- USE qualifications

**Certificate of Qualification in Social Work (S)**

- USE qualifications

**challenging behaviour (G)**

- BT behaviour
- RT learning disabilities
- SN Use for behaviour displayed by people that is dangerous to themselves or other people and which can limit use of ordinary community facilities (eg self injury such as head-hitting, hair pulling, physical aggression, fire-setting). Used widely in the field of learning disabilities.

**change management (G)**

- BT management

**charges (G)**

- BT financing
- UF health service charges
- UF dental charges
- UF prescription charges
- SN Use for charging for services.

**charities (G)**

- BT voluntary sector
- RT charity law

**charity law (G)**

- BT law
- RT charities

**child abduction (S)**

- USE abduction

**child abuse (G)**

- BT abuse
- NT child neglect
- NT child sexual abuse
- RT children
- UF abused children
- RT domestic violence
- RT investigations
- SN Use for child physical abuse or general discussions of child abuse.

**child and adolescent mental health services (G)**

- BT mental health services
- UF child and adolescent mental health services (CAMHS)

**child and adolescent mental health services (CAMHS) (S)**

- USE child and adolescent mental health services

**child benefit (S)**

- USE benefits

**child care (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- SN Use for care of children by people other than parents or guardians on a partial or full time basis. For care of children by parents, use parenting.

**child care reviews (G)**

- BT care management
- RT looked after children
- RT residential child care
- SN Carried out by local authorities for looked after children as part of care planning process.

**child care workers (G)**

- BT care workers

**child custody (G)**

- BT contact
- NT joint custody
- UF residence
- UF custody of children

**child day care (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- NT after school care
- NT child minding
- NT nurseries
- NT playgroups
- RT children

**child development (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- NT adolescence
- UF growth

**child guidance (G)**

- BT counselling
- RT children
- SN Service for school-age children with emotional, behavioural or educational problems.

**child labour (G)**

- BT labour market
- RT children
- UF child workers

**child maintenance (S)**

- USE child support

**child minders (S)**

- USE child minding

**child minding (G)**

- BT child day care
- UF child minders

**child neglect (G)**

- BT child abuse
- BT neglect
- UF neglected children

**child protection (S)**

USE child protection services

**child protection conferences (S)**

USE case conferences

**child protection registers (G)**

BT registers

RT child protection services

**child protection services (G)**

BT social care services (\*top term - not used for indexing\*)

NT custodianship

NT investigations

UF child protection

RT child protection registers

**child rearing (S)**

USE parenting

**child sexual abuse (G)**

BT child abuse

UF paedophilia

UF sexually abused children

**child support (G)**

BT families, children and young people (\*top term - not used for indexing\*)

UF child maintenance

RT Child Support Agency

**Child Support Agency (G)**

BT Department for Work and Pensions

RT child support

**child tax credit (S)**

USE tax credits

**child witnesses (G)**

BT witnesses

RT children

**child workers (S)**

USE child labour

**childbirth (G)**

- BT life events
- NT stillbirth
- NT surrogacy
- UF birth
- RT babies

**childlessness (G)**

- BT life events
- RT assisted reproduction
- RT children

**children (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- NT adopted children
- NT boys
- NT children in need
- NT emotionally disturbed children
- NT foster children
- NT girls
- NT hyperactive children
- NT looked after children
- NT pre-school children
- NT school children
- NT vulnerable children
- RT abduction
- RT child abuse
- RT child day care
- RT child guidance
- RT child labour
- RT child witnesses
- RT childlessness
- RT childrens rights
- SN Use for children aged 0-10

**Children and Family Court Advisory and Support Service (S)**

USE CAFCASS

**children in care (S)**

USE looked after children

**children in need (G)**

BT children

SN Use for children whose health, development and welfare may suffer significantly without support from local authorities, or a child who is disabled who may be eligible for services. Use in relation to provision of services.

**Childrens Commissioner (G)**

BT government bodies

UF Childrens Rights Commissioner

**childrens guardians (G)**

BT guardianship

UF guardian ad litem

RT guardianship

SN Use for children's guardians who safeguard the interests of children in public law cases. For the legal guardianship of children, use guardianship.

**childrens homes (S)**

USE residential child care

**childrens rights (G)**

BT rights

RT children

**Childrens Rights Commissioner (S)**

USE Childrens Commissioner

**childrens services (G)**

BT social services

NT directors of childrens services

**Childrens Trusts (G)**

BT social care services (\*top term - not used for indexing\*)

SN Children's Trusts bring together all services for children and young people in a local area. They aim to improve inter-agency co-operation between children's services and professionals. Established by the Children Act 2004.

**Chinese people (G)**

BT Asian people

**choice (G)**

BT rights

SN Use for service user or patient choice.

**Christianity (G)**

BT religion

**chronic disease (S)**

USE chronic illness

**chronic fatigue syndrome (G)**

BT disorders

UF myalgic encephalomyelitis

UF M.E.

**chronic illness (G)**

BT physical illness

UF long-term conditions

UF chronic disease

SN Use for long term conditions.

**chronic pain (S)**

USE pain

**citizenship (G)**

BT rights

**civil proceedings (S)**

USE legal proceedings

**civil rights (S)**

USE human rights

**classical conditioning (S)**

USE behaviour modification

**clients (S)**

USE service users

**clinical psychology (S)**

USE psychology

**closure (S)**

USE service closure

**coaching (S)**

USE staff mentoring

**code of ethics (S)**

USE ethics

**cognitive behavioural therapy (S)**

USE behaviour therapy

**cognitive therapy (S)**

USE behaviour therapy

**cohabitation (G)**

BT life events

UF co-habitation

**co-habitation (S)**

USE cohabitation

**collaboration (G)**

BT management

NT interagency cooperation

NT interprofessional relations

NT joint planning

NT joint working

UF joint working and partnerships

**commissioning (G)**

BT management operations

NT joint commissioning

**communicable diseases (G)**

BT diseases

UF infectious diseases

**communication (G)**

BT life skills

NT communication skills

NT listening skills

NT non-verbal communication

UF communication methods

SN Use for the giving or exchange of information through a variety of media. Includes the means of conveying the message; the decoding of a message and making response on the basis of the interpretation.

**communication disorders (G)**

BT physical and learning disabilities (\*top term - not used for indexing\*)

NT speech impairment

**communication methods (S)**

USE communication

**communication skills (G)**

BT communication

**communities (G)**

BT people, groups and communities (\*top term - not used for indexing\*)

NT capacity building

NT neighbourhoods

UF community

RT community centres

RT community development

RT community work

SN Use for social units having common interests or rights within a larger society. They need not be geographically defined.

**community (S)**

USE communities

**community alarm systems (S)**

USE alarm systems

**community care (G)**

BT social care services (\*top term - not used for indexing\*)

NT community care plans

NT meal services

NT outreach services

UF care in the community

RT community mental health services

SN Social care and treatments to patients/clients outside hospital with an identified physical or mental illness or disability.

**community care plans (G)**

BT community care

SN Three year plans produced by social services departments covering community care provision in their area. A requirement under National Health Service and Community Care Act.

**community centres (G)**

BT community work

UF neighbourhood centres

RT communities

**community charge (S)**

USE council tax

**community development (G)**

- BT community work
- UF neighbourhood renewal
- UF social development
- RT communities

**community health care (G)**

- BT health care

**community homes (S)**

- USE residential child care

**community information services (S)**

- USE information services

**community learning disabilities teams (G)**

- BT learning disabilities services

**community mental health services (G)**

- BT mental health services
- NT assertive outreach
- NT community mental health teams
- NT crisis resolution
- RT community care
- RT community psychiatric nurses

**community mental health teams (G)**

- BT community mental health services

**community nurses (G)**

- BT nurses
- NT community psychiatric nurses
- RT community nursing

**community nursing (G)**

- BT nursing
- RT community nurses

**community profiling (G)**

- BT social work methods
- SN Use for assessing needs of communities as experienced by the residents.

**community psychiatric nurses (G)**

- BT community nurses
- RT community mental health services

**community schools (G)**

BT schools

**community sentences (S)**

USE non-custodial sentences

**community service (G)**

BT non-custodial sentences

UF community service by offenders

SN Use for community service by offenders. For community work by non-offenders, use community work.

**community service by offenders (S)**

USE community service

**community social work (S)**

USE patch systems

**community treatment orders (S)**

USE compulsory treatment

**community trusts (S)**

USE NHS trusts

**community work (G)**

BT social work

NT community centres

NT community development

UF neighbourhood work

RT communities

RT community workers

SN Use also for community service by non-offenders.

**community workers (G)**

BT social workers

RT community work

**comparative studies (G)**

BT research methods

**compensation (G)**

BT criminal justice

**competitive tendering (S)**

USE tendering

**complaints procedures (G)**

BT procedures

**complementary therapy (G)**

BT therapies

UF alternative therapies

**compulsory admission (S)**

USE compulsory detention

**compulsory competitive tendering (S)**

USE tendering

**compulsory detention (G)**

BT mental health care

UF compulsory admission

UF sectioning

**compulsory treatment (G)**

BT mental health care

UF community treatment orders

UF compulsory treatment orders

UF non-residential orders

**compulsory treatment orders (S)**

USE compulsory treatment

**computers (G)**

BT information and communications technology

**conciliation (S)**

USE family mediation

**concurrent planning (G)**

BT placement

SN Use for the child care placement practice which involves two plans for the child running at the same time, as a means of aiding permanent placement.

**conditional bail (S)**

USE bail

**conditions of employment (G)**

- BT employment
- NT disciplinary procedures
- NT grievance procedures
- NT leave
- NT registration
- NT security checking
- NT termination of employment
- NT working hours

**conduct disorders (S)**

- USE behaviour disorders

**conductive education (S)**

- USE special education

**confidential information (S)**

- USE confidentiality

**confidentiality (G)**

- BT privacy
- UF confidential information
- RT access to information

**conflict management (G)**

- BT management
- UF conflict resolution
- RT counselling
- UF dispute resolution
- RT mediation

**conflict resolution (S)**

- USE conflict management

**consent (S)**

- USE informed consent

**consultancy (G)**

- BT management operations
- RT consultants

**consultants (G)**

- BT staff
- RT consultancy

**consultation (G)**

BT management operations

**consumer research (S)**

USE survey methods

**contact (G)**

BT families, children and young people (\*top term - not used for indexing\*)

NT child custody

UF access to children

UF parental contact

SN Use for parental contact with children.

**continence (S)**

USE incontinence

**continuing professional development (S)**

USE staff development

**contraception (G)**

BT family planning

**contract procedures (G)**

BT procedures

NT contracts

NT purchaser-provider split

NT tendering

UF contracting

SN Use for discussion of the contracting process between purchasers and providers.

**contracting (S)**

USE contract procedures

**contracts (G)**

BT contract procedures

SN Use for detailed discussions of contracts between agencies.

**coping behaviour (G)**

BT behaviour

RT resilience

**copper deficiency (S)**

USE bone diseases

**corporal punishment (S)**

USE punishment

**cost effectiveness (G)**

BT financial management

UF value for money

**costs (G)**

BT expenditure

**cot death (S)**

USE sudden infant death

**council housing (S)**

USE local authority housing

**council tax (G)**

BT local government finance

UF community charge

RT council tax benefit

**council tax benefit (G)**

BT benefits

RT council tax

**councils with social services responsibilities (S)**

USE social services

**counselling (G)**

BT social care services (\*top term - not used for indexing\*)

NT bereavement counselling

NT child guidance

NT counsellors

NT helplines

UF counselling services

UF relationship counselling

RT conflict management

**counselling services (S)**

USE counselling

**counsellors (G)**

BT counselling

**Court of Protection (G)**

BT law courts

**court orders (G)**

- BT legal proceedings
- NT anti social behaviour orders
- NT care orders
- NT detention and training orders
- NT emergency protection orders
- NT parenting orders
- NT referral orders
- NT supervision orders
- UF action plan orders
- UF place of safety orders

**court reports (G)**

- BT legal proceedings
- UF social inquiry reports
- SN Use for reports prepared for law courts eg pre-court reports for young people.

**courts (S)**

- USE law courts

**CQSW (S)**

- USE qualifications

**creches (S)**

- USE nurseries

**crime (G)**

- BT criminal justice, law and rights (\*top term - not used for indexing\*)
- NT abduction
- NT anti-social behaviour
- NT arson
- NT murder
- NT prostitution
- NT riots
- NT sexual offences
- NT trafficking
- NT violence
- RT criminal justice

**crime prevention (G)**

- BT criminal justice, law and rights (\*top term - not used for indexing\*)

**crime victims (G)**

- BT criminal justice
- UF violence victims
- UF victims

**criminal justice (G)**

- BT criminal justice, law and rights (\*top term - not used for indexing\*)
- NT compensation
- NT crime victims
- NT custodial institutions
- NT offenders
- NT police
- NT prison service
- NT probation service
- NT resettlement
- NT restorative justice
- NT sentences
- NT youth justice
- RT crime
- RT criminal law

**criminal justice, law and rights (\*top term - not used for indexing\*) (T)**

- BT hierarchies
- NT abuse
- NT crime
- NT crime prevention
- NT criminal justice
- NT ethics
- NT law
- NT lawyers
- NT legal proceedings
- NT punishment
- NT race relations
- NT rights
- SN Term not used for indexing

**criminal law (G)**

- BT law
- RT criminal justice

**criminals (S)**

- USE offenders

**crisis intervention (G)**

BT intervention

RT casework

SN Use for interventions designed to help a client cope with the "crisis" and develop strategies for dealing with the problem and the aftermath. The crisis is not necessarily an urgent situation but can be something planned in advance. For emergency response work, use disaster services.

**crisis resolution (G)**

BT community mental health services

SN Emergency response services to provide assessment and treatment for people with severe mental health problems.

**cross cultural approach (S)**

USE multicultural approach

**cultural identity (G)**

BT multicultural society

**curriculum development (G)**

BT social work education

**custodial care (S)**

USE custodial institutions

**custodial institutions (G)**

BT criminal justice

NT prisons

NT secure accommodation

NT secure units

UF custodial care

UF detention centres

UF youth treatment centres

**custodianship (G)**

BT child protection services

SN Use for the legal category introduced by the now repealed Children Act 1975, a halfway stage between fostering a child long-term and adoption that child. Custodianship has now disappeared.

**custody of children (S)**

USE child custody

**cutbacks (G)**

BT financial management

**cystic fibrosis (G)**

BT physical disabilities

**daily living skills (S)**

USE activities of daily living

**dance (G)**

BT arts

RT dance therapy

**dance therapy (G)**

BT psychotherapy

RT dance

**dangerous offenders (G)**

BT offenders

**data analysis (G)**

BT research methods

**data collection (G)**

BT research methods

NT diagnostic tests

NT focus groups

NT observation

NT questionnaires

**database (S)**

USE information services

**day care (G)**

BT social care services (\*top term - not used for indexing\*)

NT day centres

UF day services

SN Use for day care of adults, including specialist day care services and day facilities.

**day centres (G)**

BT day care

NT drop-in centres

**day hospitals (G)**

BT hospitals

**day nurseries (S)**

USE nurseries

**day services (S)**

USE day care

**deaf blind people (S)**

USE deaf blindness

**deaf blindness (G)**

BT sensory impairments

UF deaf blind people

**deaf people (S)**

USE deafness

**deafness (G)**

BT hearing impairment

UF deaf people

**death (G)**

BT life events

NT dying

NT euthanasia

NT mortality

NT sudden infant death

RT advance directives

RT bereavement

RT murder

RT older people

RT suicide

RT terminal illness

**debt (G)**

BT personal finance

UF debts

RT poverty

**debt counselling (S)**

USE advice services

**debts (S)**

USE debt

**decentralisation (G)**

BT management operations

SN Transfer of social services staff out of headquarters to local and community level offices.

**decision making (G)**

- BT management operations
- NT problem solving

**dehydration (S)**

- USE nutrition

**deinstitutionalisation (G)**

- BT independence
- RT institutionalisation

**deliberate self harm (S)**

- USE self-harm

**delinquency (S)**

- USE young offenders

**dementia (G)**

- BT mental health problems
- NT Alzheimers disease
- NT early onset dementia
- RT older people
- UF senile dementia

**demographics (G)**

- BT population
- UF demography
- SN Use for the statistics of an area's population such as age, sex, income, education, etc.

**demography (S)**

- USE demographics

**dental charges (S)**

- USE charges

**Department for Education and Skills (G)**

- BT central government

**Department for Work and Pensions (G)**

- BT central government
- NT Child Support Agency

**Department of Health (G)**

- BT central government

**Department of Social Security (G)**

BT central government

**dependency (G)**

BT life style

NT institutionalisation

**depression (G)**

BT mental health problems

NT post natal depression

**deregulation (G)**

BT government and social policy (\*top term - not used for indexing\*)

SN Use in normal context of deregulation of services and other activities.

**descriptive research methods (G)**

BT research methods

**desensitisation (S)**

USE behaviour therapy

**detention and training orders (G)**

BT court orders

**detention centres (S)**

USE custodial institutions

**detoxification (G)**

BT substance misuse

**developing countries (G)**

BT international relations

UF third world

RT famine

**devolved government (G)**

BT government and social policy (\*top term - not used for indexing\*)

NT National Assembly for Wales

NT Scottish Executive

**diabetes (G)**

BT diseases

UF diabetics

**diabetics (S)**

USE diabetes

**diagnosis (G)**

- BT health and health care (\*top term - not used for indexing\*)
- NT screening
- SN Use for medical diagnosis. For social work diagnosis, use assessment.

**diagnostic tests (G)**

- BT data collection
- UF tests

**dialysis (G)**

- BT medical treatment

**Diploma in Social Work (G)**

- BT qualifications

**direct payments (G)**

- BT self-directed support
- RT personalisation
- SN A payment to service users of funds to enable them to pay for their own social care services. Established by the Community Care (Direct Payments) Act 1996. A type of self-directed support.

**directors of adult services (G)**

- BT adult services
- UF directors of adults services

**directors of adults services (S)**

- USE directors of adult services

**directors of childrens services (G)**

- BT childrens services

**directors of social services (G)**

- BT social services
- UF directors of social services departments

**directors of social services departments (S)**

- USE directors of social services

**disability living allowance (G)**

- BT benefits

**disabled people (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- RT physical disabilities
- RT learning disabilities
- RT sensory impairments
- RT mental health problems
- SN Use for discussions of general policy and where the nature of the disability is not defined.

**disadvantage (S)**

- USE social exclusion

**disaster services (G)**

- BT emergency services
- SN Use for emergency response work and large-scale natural or technological disasters e.g. Hillsborough Stadium fire, Paddington Rail crash.

**discharge (G)**

- BT social work methods
- SN Use for discharge of clients from social care services. For discharge from hospital, use patient discharge.

**discharge planning (G)**

- BT patient discharge

**disciplinary procedures (G)**

- BT conditions of employment

**discipline (G)**

- BT parenting

**disclosure (G)**

- BT rights
- UF self-disclosure

**discrimination (G)**

- BT rights
- NT age discrimination
- NT organisational discrimination
- NT racial discrimination
- NT religious discrimination
- NT sex discrimination

**diseases (G)**

- BT physical illness
- NT arthritis
- NT bone diseases
- NT cancer
- NT communicable diseases
- NT diabetes
- NT heart diseases
- NT HIV AIDS
- NT Parkinsons disease
- NT sexually transmitted infections
- NT stroke

**disorders (G)**

- BT physical illness
- NT blood disorders
- NT chronic fatigue syndrome
- NT enuresis
- NT foetal alcohol syndrome
- NT hypothermia
- NT incontinence
- NT infertility

**dispute resolution (S)**

- USE conflict management

**dissemination of research (S)**

- USE research dissemination

**distance learning (G)**

- BT teaching methods

**district health authorities (S)**

- USE health authorities

**district nurse service (S)**

- USE district nurses

**district nurses (G)**

- BT nurses
- UF district nurse service

**diversion (G)**

- BT non-custodial sentences
- UF diversion from custody
- RT offenders
- SN Use for methods of dealing with offenders as an alternative to the criminal justice system eg reprimands, final warnings, referral orders, and cautions.

**diversion from custody (S)**

USE diversion

**diversity (G)**

- BT rights

**divorce (G)**

- BT life events

**doctors (G)**

- BT health professionals
- NT general practitioners

**domestic violence (G)**

- BT violence
- UF family violence
- RT elder abuse
- RT families
- RT child abuse
- UF violence in the home
- UF wifebeating

**domiciliary care (S)**

USE home care

**Downs syndrome (G)**

- BT learning disabilities

**drama (G)**

- BT arts
- RT drama therapy

**drama therapy (G)**

- BT psychotherapy
- UF psychodrama
- RT drama

**drop in centres (S)**

USE drop-in centres

**drop-in centres (G)**

BT day centres  
UF drop in centres

**drug abuse (S)**

USE drug misuse

**drug addiction (S)**

USE drug misuse

**drug addicts (S)**

USE drug misuse

**drug and alcohol (S)**

USE substance misuse

**drug misuse (G)**

BT substance misuse  
UF drug abuse  
UF drug addiction  
UF drug addicts  
UF drug misusers

**drug misusers (S)**

USE drug misuse

**drugs (medical use) (S)**

USE medication

**dual diagnosis (G)**

BT mental health care  
SN Use for people with serious mental health problems who also have drug or alcohol dependency.

**dual registered homes (S)**

USE older peoples homes

**duty of care (G)**

BT ethics

**duty services (S)**

USE referral

**duty teams (S)**

USE referral

**dying (G)**

- BT death
- RT older people

**dyslexia (G)**

- BT learning disorders

**early intervention (G)**

- BT intervention

**early onset dementia (G)**

- BT dementia
- UF young onset dementia
- SN Use for people diagnosed with dementia who are under 65 years of age. Do not confuse with 'early stage' dementia.

**earnings (S)**

- USE wages

**eating disorders (G)**

- BT mental health problems
- NT anorexia nervosa
- NT bulimia nervosa
- NT obesity

**ecological approach (G)**

- BT social work approaches
- RT environmental factors
- SN Perspective in social work that emphasises the adaptive and reciprocal relationship between people and their environment.

**economic development (G)**

- BT economics

**economics (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- NT economic development

**education (G)**

- BT education, training and employment (\*top term - not used for indexing\*)
- NT accreditation
- NT adult education
- NT educational assessment
- NT educational awards
- NT educational performance
- NT further education
- NT health education
- NT higher education
- NT inclusive education
- NT learning styles
- NT life long learning
- NT qualifications
- NT schools
- NT sex education
- NT social work education
- NT special education
- NT students
- NT teaching
- UF private education
- UF state education
- RT education law
- RT social work education

**education law (G)**

- BT law
- RT education

**education social work (S)**

- USE school social work

**education, training and employment (\*top term - not used for indexing\*) (T)**

- BT hierarchies
- NT education
- NT employment
- NT training
- SN Term not used for indexing

**educational achievement (S)**

- USE educational performance

**educational assessment (G)**

BT education

SN Use for the assessment of learning in an academic or work setting eg student assessment, continuous assessment. For assessment as a social work method, use assessment.

**educational attainment (S)**

USE educational performance

**educational awards (G)**

BT education

**educational inclusion (S)**

USE inclusive education

**educational performance (G)**

BT education

UF educational achievement

UF educational attainment

UF academic achievement

**educational welfare (S)**

USE school social work

**elder abuse (G)**

BT abuse

UF abuse of older persons

UF abused elderly people

UF old age abuse

RT domestic violence

RT older people

**elderly (S)**

USE older people

**elderly people (S)**

USE older people

**elders (S)**

USE older people

**e-learning (G)**

BT teaching methods

RT information and communications technology

**electroconvulsive therapy (G)**

BT behaviour therapy

**electronic monitoring (S)**

USE tagging

**eligibility criteria (G)**

BT assessment

SN Criteria established by local authorities to determine who is in need and may receive services under the National Health Service and Community Care Act 1990.

**emancipatory research (S)**

USE user led research

**emergency duty teams (G)**

BT social worker teams

UF out-of-hours services

UF standby arrangements

**emergency health services (G)**

BT emergency services

UF accident and emergency

**emergency protection orders (G)**

BT court orders

**emergency services (G)**

BT government and social policy (\*top term - not used for indexing\*)

NT disaster services

NT emergency health services

NT fire services

**emotional abuse (G)**

BT abuse

UF emotional neglect

UF mental cruelty

**emotional neglect (S)**

USE emotional abuse

**emotionally disturbed children (G)**

BT children

**emotions (G)**

- BT living and life events (*\*top term - not used for indexing*)
- NT grief
- NT happiness
- NT loneliness

**empathy (G)**

- BT personality

**empirical research methods (G)**

- BT research methods

**employment (G)**

- BT education, training and employment (*\*top term - not used for indexing\**)
- NT conditions of employment
- NT labour market
- NT professional associations
- NT sheltered employment
- NT staff
- NT supported employment
- NT trade unions
- NT unemployment
- NT whistleblowing
- RT employment law

**employment law (G)**

- BT law
- RT employment

**empowerment (G)**

- BT rights
- RT advocacy
- RT capacity building
- RT self-help

**enduring mental health problems (S)**

- USE severe mental health problems

**enquiries (S)**

- USE public inquiries

**enuresis (G)**

- BT disorders
- UF bed wetting

**environment (G)**

- BT housing and environment (\*top term - not used for indexing\*)
- NT environmental factors
- NT rural areas
- NT urban areas

**environmental factors (G)**

- BT environment
- RT ecological approach
- SN Use for external influencing factors such as people, opportunities and environment.

**epilepsy (G)**

- BT physical disabilities

**equal opportunities (G)**

- BT rights
- NT racial equality

**equipment (S)**

- USE assistive technology

**ethical code (S)**

- USE ethics

**ethics (G)**

- BT criminal justice, law and rights (\*top term - not used for indexing\*)
- NT accountability
- NT duty of care
- NT professional conduct
- UF ethical code
- UF code of ethics

**ethnic groups (S)**

- USE black and minority ethnic people

**ethnic minorities (S)**

- USE black and minority ethnic people

**ethnically sensitive practice (S)**

- USE multicultural approach

**ethnicity (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- RT black and minority ethnic people
- SN Use for a sense of being different though national origin, language, and/or religion.

**European Union (G)**

- BT international bodies

**euthanasia (G)**

- BT death
- UF physician assisted suicide

**evaluation (G)**

- BT research and evaluation (\*top term - not used for indexing\*)
- UF evaluation of effectiveness
- SN Use for the evaluation of services or interventions.

**evaluation of effectiveness (S)**

- USE evaluation

**eviction (G)**

- BT housing management

**evidence (G)**

- BT legal proceedings
- NT video recordings

**evidence based practice (S)**

- USE evidence-based practice

**evidence informed practice (S)**

- USE evidence-based practice

**evidence-based practice (G)**

- BT social work approaches
- UF evidence based practice
- UF evidence informed practice
- UF evidence-informed practice

**evidence-informed practice (S)**

- USE evidence-based practice

**exclusion from school (S)**

- USE school exclusion

**exercise (S)**

USE physical exercise

**ex-offenders (G)**

BT offenders

**expenditure (G)**

BT financial management

NT costs

UF capital expenditure

**expenses (G)**

BT personal finance

NT living expenses

NT travel expenses

**expert witnesses (G)**

BT witnesses

**expulsion (S)**

USE school exclusion

**extra care housing (G)**

BT housing

UF extra sheltered housing

**extra sheltered housing (S)**

USE extra care housing

**fabricated illness (S)**

USE hypochondriacal neuroses

**falls (G)**

BT physical illness

RT older people

**families (G)**

BT families, children and young people (\*top term - not used for indexing\*)

NT birth families

NT single parent families

NT step families

RT domestic violence

RT family group conferences

RT family law

RT family therapy

RT marriage

**families, children and young people** (\*top term - not used for indexing\*) **(T)**

- BT hierarchies
- NT babies
- NT child care
- NT child day care
- NT child development
- NT child support
- NT children
- NT contact
- NT families
- NT family members
- NT family relations
- NT parenting
- NT pregnancy
- NT runaways
- NT wardship
- NT young adults
- NT young people
- SN Term not used for indexing

**family aides (S)**

- USE family support

**family carers (S)**

- USE carers

**family centres (G)**

- BT family support

**family conciliation (S)**

- USE family mediation

**family conferences (S)**

- USE family group conferences

**Family Courts (G)**

- BT law courts
- NT CAFCASS
- UF family proceedings
- SN Use for Family Courts and family proceedings which deal with non-criminal matters relating to children eg care proceedings, adoption, child protection, and residence and contact following divorce.

**family group conferences (G)**

- BT case conferences
- UF family conferences
- RT families

**family health service authorities (S)**

- USE health authorities

**family law (G)**

- BT law
- RT families

**family mediation (G)**

- BT mediation
- UF conciliation
- UF family conciliation
- RT family relations
- SN A non-adversarial method of helping divorcing or separated couples make decisions about the custody of children, issues of access and parenting, property and maintenance.

**family members (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- NT grandparents
- NT parents
- NT relatives
- NT siblings

**family planning (G)**

- BT health care
- NT contraception
- UF birth control

**family preservation (S)**

- USE family support

**family proceedings (S)**

- USE Family Courts

**family relations (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- NT family reunification
- NT parent-child relations
- NT step relationships
- RT family mediation
- RT intergenerational relationships
- SN Also use for family functioning

**family reunification (G)**

- BT family relations
- UF reunification
- SN Use for returning children to their families after they have been looked after by the local authority.

**family support (G)**

- BT social care services (\*top term - not used for indexing\*)
- NT family centres
- UF family preservation
- UF family aides
- SN Use for services aiming to relieve stress and to promote the welfare of children.

**family therapy (G)**

- BT psychotherapy
- RT families

**family violence (S)**

- USE domestic violence

**famine (G)**

- BT poverty
- RT developing countries

**fatherhood (S)**

- USE fathers

**fathers (G)**

- BT parents
- UF fatherhood

**female genital mutilation (G)**

- BT physical abuse
- RT women

**females (S)**

USE women

**feminism (S)**

USE feminist theory

**feminist theory (G)**

BT sociology

RT women

UF radical feminism

UF feminism

UF liberal feminism

UF black feminism

**field placement (S)**

USE practice placement

**field work (G)**

BT social work methods

UF field workers

UF fieldwork

SN Use for social work where the social work tasks are undertaken in the homes and communities where clients live. For students on placement, use practice placement.

**field workers (S)**

USE field work

**fieldwork (S)**

USE field work

**finance and budgeting (S)**

USE personal finance

**financial abuse (G)**

BT abuse

**financial advice (S)**

USE advice services

**financial management (G)**

- BT management
- NT budgetary control
- NT cost effectiveness
- NT cutbacks
- NT expenditure
- NT resource allocation
- UF financial resources
- UF accounting

**financial resources (S)**

- USE financial management

**financial support (S)**

- USE payments

**financing (G)**

- BT management and organisational development (\*top term - not used for indexing\*)
- NT charges
- NT fines
- NT fund raising
- NT government grants
- NT joint financing
- UF funding

**fines (G)**

- BT financing

**fire services (G)**

- BT emergency services

**flexible working (G)**

- BT working hours
- UF flexible working practices

**flexible working practices (S)**

- USE flexible working

**focus groups (G)**

- BT data collection

**foetal alcohol syndrome (G)**

- BT disorders
- RT alcohol misuse

**forced marriage (G)**

BT marriage

**forensic psychiatry (G)**

BT psychiatry

**forensic social work (G)**

BT social work

SN Use for social work based in hospitals which provide psychiatric services or in prisons, or special hospitals such as Rampton. Forensic social work is involved in the assessment, treatment and support of people with mental health problems who commit serious offences.

**foster care (G)**

BT social care services (\*top term - not used for indexing\*)

NT foster carers

NT kinship care

NT private foster care

NT transracial foster care

UF fostering

UF professional fostering

UF temporary foster care

RT foster children

**foster care of adults (S)**

USE adult family placement

**foster carers (G)**

BT foster care

UF professional foster parents

UF foster parents

**foster children (G)**

BT children

RT foster care

**foster parents (S)**

USE foster carers

**fostering (S)**

USE foster care

**friends (S)**

USE friendship

**friendship (G)**

- BT interpersonal relationships
- UF friends
- UF buddy schemes

**front line managers (G)**

- BT social workers

**fund raising (G)**

- BT financing
- NT lotteries

**funding (S)**

- USE financing

**further education (G)**

- BT education

**gamblers (S)**

- USE gambling

**gambling (G)**

- BT leisure activities
- UF gamblers

**gangs (G)**

- BT groups
- RT young people

**gardening (G)**

- BT leisure activities
- UF horticulture

**gay men (G)**

- BT LGBT people
- RT sexuality

**gender (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT men
- NT women
- RT boys
- RT girls

**general practice attachment schemes (G)**

- BT general practice social work

**general practice nurses (S)**

USE nurses

**general practice social work (G)**

BT social work

NT general practice attachment schemes

**general practitioners (G)**

BT doctors

**genetic disorders (S)**

USE genetics

**genetics (G)**

BT health and health care (\*top term - not used for indexing\*)

UF genetic disorders

**Gilles de Tourettes syndrome (S)**

USE Tourettes Syndrome

**gipsies (S)**

USE gypsies

**girls (G)**

BT children

RT gender

**globalisation (G)**

BT government and social policy (\*top term - not used for indexing\*)

**glue sniffing (S)**

USE solvent misuse

**goal-setting (S)**

USE objectives setting

**good practice (G)**

BT quality control

UF best practice

**governing bodies (G)**

BT organisational structure

**government and social policy (T)**(\*top term - not used for indexing\*)

- BT hierarchies
- NT armed forces
- NT central government
- NT deregulation
- NT devolved government
- NT economics
- NT emergency services
- NT globalisation
- NT government bodies
- NT international bodies
- NT international relations
- NT local authorities
- NT local government
- NT policy
- NT politics
- NT private sector
- NT privatisation
- NT public expenditure
- NT public inquiries
- NT public sector
- NT regional government
- NT social exclusion
- NT social inclusion
- NT social welfare
- NT taxation
- NT voluntary sector
- SN Term not used for indexing

**government bodies (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- NT Childrens Commissioner

**government departments (S)**

- USE central government

**government grants (G)**

- BT financing
- RT grants

**government policy (G)**

- BT policy
- NT policy formulation
- RT central government

**grandparents (G)**

- BT family members
- RT older people

**grants (G)**

- BT payments
- RT government grants

**grief (G)**

- BT emotions
- RT bereavement

**grief work (S)**

- USE bereavement counselling

**grievance procedures (G)**

- BT conditions of employment

**group homes (G)**

- BT housing
- SN Type of service provision utilising ordinary houses to provide a home for small numbers of service users.

**group psychotherapy (S)**

- USE group therapy

**group therapy (G)**

- BT psychotherapy
- UF group psychotherapy
- SN Use for psychotherapy or counselling in groups. For discussions of groupwork as a social work method, use groupwork.

**groups (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT gangs
- NT interest groups
- NT peer groups
- NT socioeconomic groups
- NT support groups

**groupwork (G)**

- BT social work methods
- NT role playing
- SN Use for the social work method concerned with the processes which occur when three or more people work together with a common purpose. For psychotherapy or counselling in groups, use group therapy.

**growth (S)**

USE child development

**guardian ad litem (S)**

USE childrens guardians

**guardianship (G)**

BT legal proceedings

NT childrens guardians

NT special guardianship

RT childrens guardians

RT wardship

SN Use for a) vulnerable people and people with mental health problems under the Mental Health Act 1959 who have been appointed a persons guardian and; b) for the legal guardianship of children.

**gypsies (G)**

BT black and minority ethnic people

UF Roma

UF gypsies

**handrails (S)**

USE mobility aids

**happiness (G)**

BT emotions

**harassment (G)**

BT rights

NT bullying

NT racial harassment

NT sexual harassment

**head injuries (G)**

BT injuries

UF brain damage

**health (G)**

BT health and health care (\*top term - not used for indexing\*)

NT nutrition

NT public health

SN Use more specific term where possible.

**health and health care (T)** (\*top term - not used for indexing\*)

- BT hierarchies
- NT diagnosis
- NT genetics
- NT health
- NT health care
- NT health professionals
- NT hospitals
- NT medical treatment
- NT medication
- NT NHS
- NT patient administration
- NT patients
- NT physical illness
- NT substance misuse
- SN Term not used for indexing

**health authorities (G)**

- BT NHS
- NT primary care groups
- NT strategic health authorities
- UF area health authorities
- UF district health authorities
- UF family health service authorities

**health care (G)**

- BT health and health care (\*top term - not used for indexing\*)
- NT community health care
- NT family planning
- NT health visiting
- NT intermediate care
- NT nursing
- NT palliative care
- NT primary care
- NT private health services
- NT short-stay care
- UF health services
- RT health education
- RT health insurance

**health education (G)**

- BT education
- NT mental health education
- RT health care
- UF health promotion

**health insurance (G)**

- BT insurance
- RT health care
- UF long term care insurance
- UF medical insurance

**health law (G)**

- BT law

**health needs (G)**

- BT needs

**health professionals (G)**

- BT health and health care (\*top term - not used for indexing\*)
- NT doctors
- NT health visitors
- NT midwives
- NT nurses
- NT occupational therapists
- NT physiotherapists
- NT speech therapists
- UF medical staff
- RT professional role

**health promotion (S)**

- USE health education

**health service charges (S)**

- USE charges

**health services (S)**

- USE health care

**health visiting (G)**

- BT health care

**health visitors (G)**

- BT health professionals

**hearing impaired people (S)**

- USE hearing impairment

**hearing impairment (G)**

- BT sensory impairments
- NT deafness
- UF hearing impaired people

**heart diseases (G)**

- BT diseases
- UF heart patients
- UF cardiac patients

**heart patients (S)**

- USE heart diseases

**heating (G)**

- BT buildings
- RT hypothermia

**Heller's Syndrome (S)**

- USE autistic spectrum disorders

**helplines (G)**

- BT counselling
- RT advice services
- UF telephone counselling services

**hereditary chorea (G)**

- BT physical disabilities
- UF Huntington's chorea

**higher education (G)**

- BT education

**Hinduism (G)**

- BT religion

**Hispanic people (G)**

- BT black and minority ethnic people

**history (S)**

- USE social work history

**HIV AIDS (G)**

- BT diseases
- UF HIV and AIDS
- UF Acquired Immunodeficiency Syndrome
- UF A.I.D.S.
- UF AIDS

**HIV and AIDS (S)**

- USE HIV AIDS

**hoists (S)**

USE mobility aids

**holidays (G)**

BT leisure activities

**holistic care (G)**

BT social care services (\*top term - not used for indexing\*)

**home adaptations (S)**

USE assistive technology

**home care (G)**

BT social care services (\*top term - not used for indexing\*)

NT home help

UF domiciliary care

UF laundry services

RT home care assistants

**home care assistants (G)**

BT care workers

RT home care

**home help (G)**

BT home care

**home ownership (G)**

BT housing and environment (\*top term - not used for indexing\*)

**homeless people (G)**

BT people, groups and communities (\*top term - not used for indexing\*)

NT rough sleepers

NT single homeless people

**homelessness (G)**

BT housing and environment (\*top term - not used for indexing\*)

NT bed and breakfast accommodation

NT temporary accommodation

RT rough sleepers

RT single homeless people

**homophobia (S)**

USE stereotyped attitudes

**homosexuality (G)**

BT sexuality

**horticulture (S)**

USE gardening

**hospice care (G)**

BT palliative care

UF hospices

RT terminal illness

**hospices (S)**

USE hospice care

**hospital admission (S)**

USE patient admissions

**hospital discharge (S)**

USE patient discharge

**hospital social work (G)**

BT medical social work

RT hospitals

**hospital social workers (G)**

BT medical social workers

**hospital trusts (S)**

USE NHS trusts

**hospitals (G)**

BT health and health care (\*top term - not used for indexing\*)

NT day hospitals

NT secure hospitals

RT hospital social work

**hostels (G)**

BT housing

NT bail hostels

NT probation hostels

**house bound people (S)**

USE housebound people

**housebound people (G)**

BT people, groups and communities (\*top term - not used for indexing\*)

UF house bound people

**housing (G)**

- BT housing and environment (\*top term - not used for indexing\*)
- NT extra care housing
- NT group homes
- NT hostels
- NT housing estates
- NT refuges
- NT rented accommodation
- NT retirement communities
- NT shared housing
- NT sheltered housing
- NT shelters
- NT social housing
- NT supported housing
- RT housing benefit

**housing advice centres (S)**

- USE advice services

**housing and environment (\*top term - not used for indexing\*) (T)**

- BT hierarchies
- NT assistive technology
- NT buildings
- NT environment
- NT home ownership
- NT homelessness
- NT housing
- NT housing management
- NT regeneration
- NT tenants
- NT transport
- SN Term not used for indexing

**housing associations (G)**

- BT social housing

**housing authorities (S)**

- USE housing departments

**housing benefit (G)**

- BT benefits
- UF housing benefits
- RT housing

**housing benefits (S)**

- USE housing benefit

**housing departments (G)**

- BT local authorities
- RT local authority housing
- UF housing authorities

**housing estates (G)**

- BT housing

**housing management (G)**

- BT housing and environment (\*top term - not used for indexing\*)
- NT eviction

**human resource development (S)**

- USE staff development

**human resources (S)**

- USE staff management

**human resources management (S)**

- USE staff management

**human rights (G)**

- BT rights
- UF civil rights

**Huntington's chorea (S)**

- USE hereditary chorea

**hyperactive children (G)**

- BT children

**hypnosis (S)**

- USE hypnotherapy

**hypnotherapy (G)**

- BT psychotherapy
- UF hypnosis

**hypochondriacal neuroses (G)**

- BT mental health problems
- UF induced illness
- UF Munchausens syndrome
- UF Munchausens syndrome by proxy
- UF fabricated illness

**hypothermia (G)**

- BT disorders
- RT older people
- RT heating

**ICT (S)**

- USE information and communications technology

**immigrants (G)**

- BT migrants
- RT immigration
- SN Use for people moving to a country where they were not born to permanently settle there.

**immigration (G)**

- BT migration
- RT immigrants
- SN Use for the process of people coming into a country for the purpose of permanent residence.

**immunisation (G)**

- BT medical treatment

**in vitro fertilisation (S)**

- USE assisted reproduction

**incapacity benefit (G)**

- BT benefits

**incest (G)**

- BT sexual offences

**inclusion (S)**

- USE inclusive education

**inclusive education (G)**

- BT education
- UF inclusion
- UF educational inclusion
- SN Use for educational processes structures and policies that promote more effectively outcomes for children who are currently marginalised.

**income (G)**

- BT personal finance
- NT low income

**income support (S)**

USE supplementary benefits

**income tax (G)**

BT taxation

**incontinence (G)**

BT disorders

UF continence

**independence (G)**

BT life style

NT deinstitutionalisation

**independent living (G)**

BT life style

**independent living schemes (S)**

USE supported living

**independent schools (S)**

USE schools

**independent sector (S)**

USE private sector

**indigenous people (G)**

BT people, groups and communities (\*top term - not used for indexing\*)

UF aboriginals

SN Use with the name of a country.

**individual budgets (G)**

BT self-directed support

RT personalisation

SN A sum of money allocated to an individual assessed as needing personal assistance services. A type of self-directed support.

**individual programme planning (S)**

USE person-centred planning

**induced illness (S)**

USE hypochondriacal neuroses

**induction (staff) (S)**

USE staff induction

**induction training (S)**

USE staff induction

**infants (S)**

USE babies

**infectious diseases (S)**

USE communicable diseases

**infertility (G)**

BT disorders

**informal care (G)**

BT social care services (\*top term - not used for indexing\*)

RT carers

SN Use for general discussions of informal care rather than aspects relating to carers specifically.

**informal carers (S)**

USE carers

**information and communications technology (G)**

BT management and organisational development (\*top term - not used for indexing\*)

NT computers

NT internet

RT e-learning

UF ICT

UF information and communications technology (ICT)

UF information technology

UF IT

**information and communications technology (ICT) (S)**

USE information and communications technology

**information management (G)**

BT management

NT information needs

NT knowledge management

NT management information systems

**information needs (G)**

BT information management

**information services (G)**

- BT management and organisational development (\*top term - not used for indexing\*)
- NT access to information
- NT advice services
- NT interpreting
- NT resource centres
- NT translation services
- UF library services
- UF database
- UF community information services

**information technology (S)**

- USE information and communications technology

**informed consent (G)**

- BT rights
- NT advance directives
- UF consent

**injuries (G)**

- BT physical illness
- NT back injuries
- NT head injuries

**inner cities (G)**

- BT urban areas

**inquiries (S)**

- USE public inquiries

**inspection (G)**

- BT quality control
- SN External audit undertaken by local authority registration inspection unit or central inspection body eg SSI, CSCl or OfSTED into the provision of one or more services.

**institutional abuse (G)**

- BT abuse
- RT care homes
- RT residential care
- RT residential child care

**institutional discrimination (S)**

- USE organisational discrimination

**institutionalisation (G)**

- BT dependency
- RT deinstitutionalisation
- SN Used to describe the generally negative effects of institutional life.

**instruments (G)**

- BT research methods

**insurance (G)**

- BT management and organisational development (\*top term - not used for indexing\*)
- NT health insurance
- NT professional liability insurance

**intake (S)**

- USE referral

**intake systems (S)**

- USE referral

**intake teams (S)**

- USE referral

**integrated services (G)**

- BT multi-disciplinary services
- UF service integration
- SN Use where multi-disciplinary and inter-organisational staff work together as a distinct team to provide services targeted at multi-dimensional needs and problems e.g. social care, health, housing, education.

**integrated services trusts (S)**

- USE NHS trusts

**intellectual disabilities (S)**

- USE learning disabilities

**intellectual impairment (S)**

- USE learning disabilities

**inter country adoption (S)**

- USE inter-country adoption

**interagency collaboration (S)**

- USE interagency cooperation

**interagency cooperation (G)**

- BT collaboration
- UF interagency collaboration
- SN Use for collaboration by a number of agencies or departments of central or local government working together e.g. when child protection work involves a mixture of statutory and voluntary agencies such as health, social services and education departments, their specialist staff, police and agencies such as the NSPCC.

**intercountry adoption (S)**

- USE inter-country adoption

**inter-country adoption (G)**

- BT adoption
- UF inter country adoption
- UF intercountry adoption

**interest groups (G)**

- BT groups
- UF campaigning groups
- UF pressure groups

**intergenerational relationships (G)**

- BT interpersonal relationships
- RT family relations
- SN Use for relationships between (and among) members of different generations

**intermediate care (G)**

- BT health care
- RT older people
- SN Services provided to promote independence for those who could face long hospital stays, long term residential care or continuing NHS care. It involves assessment of care plan.

**international bodies (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- NT European Union
- NT United Nations
- RT organisations

**international recruitment (G)**

- BT recruitment

**international relations (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- NT developing countries
- NT terrorism
- NT war

**internet (G)**

- BT information and communications technology

**interpersonal relationships (G)**

- BT living and life events (\*top term - not used for indexing\*)
- NT friendship
- NT intergenerational relationships
- UF relationships

**interpreters (S)**

- USE interpreting

**interpreting (G)**

- BT information services
- UF interpreters

**interprofessional education (S)**

- USE multi-disciplinary training

**interprofessional relations (G)**

- BT collaboration
- SN Use when emphasis is given to the working relationship between professionals.

**interprofessional training (S)**

- USE multi-disciplinary training

**interracial adoption (S)**

- USE transracial adoption

**intervention (G)**

- BT social work methods
- NT crisis intervention
- NT early intervention
- NT psycho-social intervention
- SN Plan with purpose initiated by a social worker on behalf of a service user. Replaced concept of "treatment" in 1970s, now being replaced by words specific to particular social work transactions eg care plans.

**interviewing (G)**

- BT social work methods
- RT interviews
- UF motivational interviewing
- SN Use for staff recruitment or the interviewing of clients. For interviewing as a research method, use interviews.

**interviews (G)**

- BT research methods
- RT interviewing
- SN Use for interviews as a research method. For recruitment interviews, use interviewing.

**intractable pain (S)**

- USE pain

**investigation (S)**

- USE investigations

**investigations (G)**

- BT child protection services
- UF investigation
- RT child abuse
- SN Use for child abuse investigations. For actual public inquiries, use public inquiries.

**involuntary clients (G)**

- BT service users
- SN Use for people compelled to be recipients of social work or medical services.

**Irish people (G)**

- BT black and minority ethnic people

**Islam (G)**

- BT religion

**isolated people (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)

**IT (S)**

- USE information and communications technology

**IVF (S)**

- USE assisted reproduction

**Japanese people (G)**

BT Asian people

**job satisfaction (G)**

BT staff management

**job sharing (G)**

BT working hours

UF work sharing

**joint commissioning (G)**

BT commissioning

SN When two or more agencies work together to commission services for agreed strategic purposes, and usually includes pooling of financial resources.

**joint custody (G)**

BT child custody

UF joint custody of children

UF joint residence

**joint custody of children (S)**

USE joint custody

**joint finance (S)**

USE joint financing

**joint financing (G)**

BT financing

UF joint finance

SN Health authority funding for community care projects developed with social services.

**joint planning (G)**

BT collaboration

SN Use for planning by health and local authorities in collaboration with each other.

**joint residence (S)**

USE joint custody

**joint working (G)**

BT collaboration

RT multi-disciplinary services

UF partnership

**joint working and partnerships (S)**

USE collaboration

**Judaism (G)**

BT religion

**juvenile court proceedings (S)**

USE youth courts

**juvenile courts (S)**

USE youth courts

**juvenile delinquency (S)**

USE anti-social behaviour

**juvenile justice (S)**

USE youth justice

**juvenile offenders (S)**

USE young offenders

**juvenile sex offenders (S)**

USE young sex offenders

**juveniles (S)**

USE young people

**keyworkers (G)**

BT social workers

**kidnapping (S)**

USE abduction

**kinship care (G)**

BT foster care

**knowledge management (G)**

BT information management

**Korean people (G)**

BT Asian people

**labour market (G)**

BT employment

NT child labour

SN Use for job market, labour force and workforce.

**laundry services (S)**

USE home care

**law (G)**

BT criminal justice, law and rights (\*top term - not used for indexing\*)  
NT charity law  
NT criminal law  
NT education law  
NT employment law  
NT family law  
NT health law  
NT local government law  
NT mental health law  
NT social welfare law  
UF legal  
UF legal issues  
UF acts

**law courts (G)**

BT legal proceedings  
NT Court of Protection  
NT Family Courts  
NT youth courts  
UF courts

**lawyers (G)**

BT criminal justice, law and rights (\*top term - not used for indexing\*)

**leadership (G)**

BT management

**learning difficulties (S)**

USE learning disabilities

**learning disabilities (G)**

- BT physical and learning disabilities (\*top term - not used for indexing\*)
- NT autistic spectrum disorders
- NT Down's syndrome
- NT Prader-Willi syndrome
- NT severe learning disabilities
- NT Williams syndrome
- UF learning difficulties
- UF intellectual disabilities
- UF intellectual impairment
- UF people with learning difficulties
- UF mental handicap
- RT challenging behaviour
- RT disabled people
- RT learning disability nursing
- RT parents with learning disabilities

**learning disabilities services (G)**

- BT physical and learning disabilities (\*top term - not used for indexing\*)
- NT community learning disabilities teams

**learning disability nursing (G)**

- BT nursing
- RT learning disabilities

**learning disorders (G)**

- BT physical and learning disabilities (\*top term - not used for indexing\*)
- NT dyslexia

**learning styles (G)**

- BT education

**leave (G)**

- BT conditions of employment
- NT maternity leave
- NT parental leave
- NT paternity leave

**leaving care (G)**

- BT social care services (\*top term - not used for indexing\*)

**legal (S)**

- USE law

**legal aid (G)**

- BT legal proceedings

**legal issues (S)**

USE law

**legal proceedings (G)**

BT criminal justice, law and rights (\*top term - not used for indexing\*)

NT care proceedings

NT court orders

NT court reports

NT evidence

NT guardianship

NT law courts

NT legal aid

NT remand

NT witnesses

UF civil proceedings

**leisure (G)**

BT living and life events (\*top term - not used for indexing\*)

NT leisure activities

**leisure activities (G)**

BT leisure

NT arts

NT gambling

NT gardening

NT holidays

NT pets

NT physical exercise

NT play

UF sport

**leisure services (G)**

BT local authorities

**lesbians (G)**

BT LGBT people

RT sexuality

**leukaemia (S)**

USE cancer

**LGBT people (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT bisexual people
- NT gay men
- NT lesbians
- NT transgendered people

**liberal feminism (S)**

- USE feminist theory

**library services (S)**

- USE information services

**licence (G)**

- BT non-custodial sentences
- UF parole

**licensing (S)**

- USE registration

**life events (G)**

- BT living and life events (\*top term - not used for indexing\*)
- NT ageing
- NT bereavement
- NT childbirth
- NT childlessness
- NT cohabitation
- NT death
- NT divorce
- NT loss
- NT marriage

**life expectancy (G)**

- BT ageing

**life long learning (G)**

- BT education

**life skills (G)**

- BT living and life events (*\*top term - not used for indexing\**)
- NT communication
- NT socialisation

**life story books (G)**

- BT life story work

**life story work (G)**

- BT therapies
- NT life story books
- UF narrative metaphors
- UF narrative therapy

**life style (G)**

- BT living and life events (*\*top term - not used for indexing \**)
- NT activities of daily living
- NT dependency
- NT independence
- NT independent living
- NT quality of life
- NT religious beliefs
- NT spirituality
- NT standard of living
- NT supported living
- UF lifestyle

**lifestyle (S)**

- USE life style

**listening skills (G)**

- BT communication
- UF active listening skills

**literature reviews (G)**

- BT research methods
- UF research reviews

**living and life events (T) (\*top term - not used for indexing\*)**

- BT hierarchies
- NT attitudes
- NT emotions
- NT interpersonal relationships
- NT leisure
- NT life events
- NT life skills
- NT life style
- NT personality
- NT religion
- NT sexuality
- NT social networks
- SN Term not used for indexing

**living expenses (G)**

BT expenses

**living wills (S)**

USE advance directives

**local authorities (G)**

BT government and social policy (\*top term - not used for indexing\*)

NT housing departments

NT leisure services

NT social services

UF local councils

**local authority housing (G)**

BT social housing

UF council housing

RT housing departments

**local councils (S)**

USE local authorities

**local government (G)**

BT government and social policy (\*top term - not used for indexing\*)

NT local government finance

RT local government law

RT local government policy

**local government finance (G)**

BT local government

NT council tax

**local government law (G)**

BT law

RT local government

**local government policy (G)**

BT policy

RT local government

**lodgings (S)**

USE shared housing

**lone parent families (S)**

USE single parent families

**lone parents (S)**

USE single parent families

**loneliness (G)**

BT emotions

UF lonely people

**lonely people (S)**

USE loneliness

**long stay care (G)**

BT social care services (\*top term - not used for indexing\*)

SN Use for long stay residential care or hospital care.

**long stay residential care (S)**

USE long term care

**long term care (G)**

BT social care services (\*top term - not used for indexing\*)

UF long stay residential care

RT older people

SN Use for provision of care services.

**long term care insurance (S)**

USE health insurance

**long term outcomes (G)**

BT outcomes

**long term placement (G)**

BT placement

RT older people

**long term planning (S)**

USE planning

**long term studies (S)**

USE longitudinal studies

**long term treatment (G)**

BT medical treatment

**long term unemployment (S)**

USE unemployment

**longitudinal studies (G)**

- BT research methods
- UF long term studies

**long-term conditions (S)**

- USE chronic illness

**looked after children (G)**

- BT children
- UF children in care
- RT child care reviews
- SN Use for children placed into the care of local authorities.

**loss (G)**

- BT life events
- RT attachment

**lotteries (G)**

- BT fund raising
- UF National Lottery

**low income (G)**

- BT income
- UF low pay

**low pay (S)**

- USE low income

**M.E. (S)**

- USE chronic fatigue syndrome

**males (S)**

- USE men

**malnutrition (S)**

- USE nutrition

**management (G)**

- BT management and organisational development (\*top term - not used for indexing\*)
- NT change management
- NT collaboration
- NT conflict management
- NT financial management
- NT information management
- NT leadership
- NT management operations
- NT managers
- NT staff management
- NT teams
- NT teamwork

**management activities (S)**

- USE management operations

**management and organisational development (T) (\*top term - not used for indexing\*)**

- BT hierarchies
- NT financing
- NT information and communications technology
- NT information services
- NT insurance
- NT management
- NT marketing
- NT media
- NT mixed economy of care
- NT organisations
- NT planning
- NT procedures
- NT quality control
- SN Term not used for indexing

**management information systems (G)**

- BT information management

**management operations (G)**

- BT management
- NT commissioning
- NT consultancy
- NT consultation
- NT decentralisation
- NT decision making
- NT monitoring
- NT performance measurement
- NT resource allocation
- UF management activities

**managers (G)**

- BT management

**manic depression (S)**

- USE bipolar disorder

**marital problems (S)**

- USE marriage breakdown

**marketing (G)**

- BT management and organisational development (\*top term - not used for indexing\*)

**marriage (G)**

- BT life events
- NT forced marriage
- NT marriage breakdown
- RT families

**marriage breakdown (G)**

- BT marriage
- UF marital problems

**maternal care (S)**

- USE parenting

**maternity leave (G)**

- BT leave

**meal services (G)**

- BT community care
- UF meals on wheels

**meals on wheels (S)**

USE meal services

**media (G)**

- BT management and organisational development (\*top term - not used for indexing\*)
- NT public relations
- NT publicity
- UF news and current affairs
- SN Use for mass media and the media sector eg newspaper, TV, radio coverage. For different media formats eg video, talking books, use audio visual media.

**mediation (G)**

- BT social care services (\*top term - not used for indexing\*)
- NT family mediation
- RT conflict management
- SN Bringing people with a dispute together in the presence of a neutral third party to assist them in reaching an agreement.

**medical care (S)**

USE medical treatment

**medical insurance (S)**

USE health insurance

**medical social work (G)**

- BT social work
- NT hospital social work

**medical social workers (G)**

- BT social workers
- NT hospital social workers

**medical staff (S)**

USE health professionals

**medical treatment (G)**

- BT health and health care (\*top term - not used for indexing\*)
- NT assisted reproduction
- NT dialysis
- NT immunisation
- NT long term treatment
- NT occupational therapy
- NT organ transplants
- NT physiotherapy
- NT short term treatment
- NT speech therapy
- NT surgery
- UF medical care

**medication (G)**

- BT health and health care (\*top term - not used for indexing\*)
- NT prescription medicines
- UF drugs (medical use)

**medium secure units (G)**

- BT secure units
- RT mentally disordered offenders
- SN Use for medium secure units in forensic mental health.

**memory (G)**

- BT personality
- SN Use for clinical aspects of memory loss.

**men (G)**

- BT gender
- UF males

**mental capacity (G)**

- BT mental health law

**mental cruelty (S)**

- USE emotional abuse

**mental handicap (S)**

- USE learning disabilities

**mental health (G)**

- BT mental health and mental health care (\*top term - not used for indexing\*)
- RT mental health law
- SN Use for general discussions of mental health and mental well-being. For services to people with mental health problems, use mental health

services. For discussions of specific mental health problems, use mental health problems or a more specific term.

**mental health and mental health care (T)** (\*top term - not used for indexing\*)

- BT hierarchies
- NT behaviour
- NT mental health
- NT mental health care
- NT mental health problems
- NT mental health services
- NT psychiatry
- NT psychology
- NT stress
- NT therapies
- SN Term not used for indexing

**mental health care (G)**

- BT mental health and mental health care (\*top term - not used for indexing\*)
- NT care programme approach
- NT compulsory detention
- NT compulsory treatment
- NT dual diagnosis
- NT psychiatric care

**mental health education (G)**

- BT health education
- UF mental health promotion

**mental health law (G)**

- BT law
- NT mental capacity
- RT mental health

**mental health problems (G)**

- BT mental health and mental health care (\*top term - not used for indexing\*)
- NT anxiety
- NT behaviour disorders
- NT bipolar disorder
- NT dementia
- NT depression
- NT eating disorders
- NT hypochondriacal neuroses
- NT obsessive compulsive disorders
- NT personality disorders
- NT phobias
- NT psychoses
- NT schizophrenia
- NT self-harm
- NT severe mental health problems
- NT suicide
- NT traumas
- UF mental illness
- UF mental impairment
- UF mentally ill people
- UF people with mental health problems
- RT disabled people

**mental health promotion (S)**

- USE mental health education

**mental health services (G)**

- BT mental health and mental health care (\*top term - not used for indexing\*)
- NT child and adolescent mental health services
- NT community mental health services

**mental health trusts (G)**

- BT NHS trusts
- SN Trusts which provide specialist services ranging from psychological therapy through to specialist medical and training services for people with severe mental health problems.

**mental illness (S)**

- USE mental health problems

**mental impairment (S)**

- USE mental health problems

**mentally disordered offenders (G)**

- BT offenders
- RT medium secure units

**mentally ill people (S)**

- USE mental health problems

**mentoring (G)**

- BT social care services (\*top term - not used for indexing\*)
- NT befriending schemes
- RT staff mentoring

**methodology (S)**

- USE research methods

**midwives (G)**

- BT health professionals

**migrants (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT immigrants
- RT migration
- SN Use for people moving from one region or country to another, including migrant workers.

**migration (G)**

- BT population
- NT immigration
- RT migrants
- RT refugees
- SN Use for the act or process of people moving from one region or country to another.

**minority ethnic groups (S)**

- USE black and minority ethnic people

**misbehaviour (S)**

- USE behaviour problems

**missing persons (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)

**mixed economy of care (G)**

- BT management and organisational development (\*top term - not used for indexing\*)
- SN Provision of services from a variety of sources including the statutory agencies and the private and voluntary sectors. Use for broad debates about the move to the contract culture. For more detailed discussions of organisational issues etc., use purchaser-provider split.

**mixed race people (G)**

- BT black and minority ethnic people
- UF mixed races

**mixed races (S)**

- USE mixed race people

**mobility (G)**

- BT physical and learning disabilities (\*top term - not used for indexing\*)
- NT mobility impairment

**mobility aids (G)**

- BT assistive technology
- UF hoists
- UF handrails
- UF bath seats
- UF ramps
- SN Use for mobility aids such as wheelchairs, canes and mobility frames.

**mobility impaired people (S)**

- USE mobility impairment

**mobility impairment (G)**

- BT mobility
- UF mobility impaired people

**models (G)**

- BT research design

**money advice (S)**

- USE advice services

**monitoring (G)**

- BT management operations

**morale (G)**

- BT attitudes

**mortality (G)**

BT death

**mothers (G)**

BT parents

RT women

**motivation (G)**

BT personality

**motivational interviewing (S)**

USE interviewing

**mourning (S)**

USE bereavement

**multi disciplinary services (S)**

USE multi-disciplinary services

**multicultural approach (G)**

BT social work approaches

UF ethnically sensitive practice

UF cross cultural approach

SN Use for working relationships in which two or more of the participants differ with respect to cultural background, values, lifestyle.

**multicultural society (G)**

BT people, groups and communities (\*top term - not used for indexing\*)

NT cultural identity

**multi-disciplinary services (G)**

BT social care services (\*top term - not used for indexing\*)

NT integrated services

UF multi disciplinary services

RT joint working

SN Use for services where a group of professional staff from different disciplines, who have undertaken different forms of professional training, are working together.

**multi-disciplinary training (G)**

BT training

UF interprofessional education

UF interprofessional training

**multiple disabilities (G)**

- BT physical and learning disabilities (\*top term - not used for indexing\*)
- UF multiply disabled people

**multiple pregnancy (G)**

- BT pregnancy

**multiple sclerosis (G)**

- BT physical disabilities

**multiply disabled people (S)**

- USE multiple disabilities

**multi-purpose resource centres (S)**

- USE resource centres

**Munchausens syndrome (S)**

- USE hypochondriacal neuroses

**Munchausens syndrome by proxy (S)**

- USE hypochondriacal neuroses

**murder (G)**

- BT crime
- RT death

**muscular dystrophy (G)**

- BT physical disabilities

**music therapy (G)**

- BT psychotherapy

**myalgic encephalomyelitis (S)**

- USE chronic fatigue syndrome

**narrative metaphors (S)**

- USE life story work

**narrative therapy (S)**

- USE life story work

**National Assembly for Wales (G)**

- BT devolved government
- UF Welsh Assembly

**National Health Service (S)**

USE NHS

**National Lottery (S)**

USE lotteries

**National Vocational Qualifications (S)**

USE NVQs

**needs (G)**

BT assessment

NT health needs

NT unmet need

**needs assessment (G)**

BT assessment

UF needs-led assessment

SN Assessment reached by comparing a person's current needs with a framework of common human needs.

**needs-led assessment (S)**

USE needs assessment

**neglect (G)**

BT abuse

NT child neglect

NT self-neglect

**neglected children (S)**

USE child neglect

**neighbourhood centres (S)**

USE community centres

**neighbourhood renewal (S)**

USE community development

**neighbourhood work (S)**

USE community work

**neighbourhoods (G)**

BT communities

SN Use for defined physical environments.

**neighbours (G)**

BT people, groups and communities (\*top term - not used for indexing\*)

**networks (S)**

USE social networks

**news and current affairs (S)**

USE media

**NHS (G)**

BT health and health care (\*top term - not used for indexing\*)

NT health authorities

NT NHS trusts

UF National Health Service

**NHS trusts (G)**

BT NHS

NT care trusts

NT mental health trusts

NT primary care trusts

UF integrated services trusts

UF hospital trusts

UF community trusts

UF acute hospital trusts

UF trusts

**night shelters (S)**

USE shelters

**non custodial treatment (S)**

USE non-custodial sentences

**non resident parents (S)**

USE non-resident parents

**non verbal communication (S)**

USE non-verbal communication

**non-custodial sentences (G)**

BT sentences

NT community service

NT diversion

NT licence

NT probation

NT tagging

UF community sentences

UF non-custodial treatment

UF non custodial treatment

**non-custodial treatment (S)**

USE non-custodial sentences

**non-resident parents (G)**

BT parents

UF non resident parents

**non-residential orders (S)**

USE compulsory treatment

**non-verbal communication (G)**

BT communication

UF non verbal communication

**normalisation (S)**

USE social role valorisation

**nurseries (G)**

BT child day care

UF day nurseries

UF creches

**nurses (G)**

BT health professionals

NT community nurses

NT district nurses

RT nursing

UF general practice nurses

**nursing (G)**

BT health care

NT community nursing

NT learning disability nursing

RT nurses

**nursing homes (G)**

BT care homes

**nutrition (G)**

BT health

UF malnutrition

UF dehydration

**NVQs (G)**

BT qualifications

UF National Vocational Qualifications

**obesity (G)**

BT eating disorders

**objectives (S)**

USE objectives setting

**objectives setting (G)**

BT planning

NT priorities

UF objectives

UF goal-setting

**observation (G)**

BT data collection

**obsessive compulsive disorders (G)**

BT mental health problems

**occupational pensions (G)**

BT pensions

**occupational therapists (G)**

BT health professionals

**occupational therapy (G)**

BT medical treatment

**ODPM (S)**

USE Office of Deputy Prime Minister

**offenders (G)**

BT criminal justice

NT abusers

NT dangerous offenders

NT ex-offenders

NT mentally disordered offenders

NT prisoners

NT recidivists

NT sex offenders

NT young offenders

UF perpetrators

UF criminals

RT reparation

RT diversion

**Office of Deputy Prime Minister (G)**

BT central government  
UF ODPM

**old age (S)**

USE older people

**old age abuse (S)**

USE elder abuse

**old people (S)**

USE older people

**old peoples homes (S)**

USE older peoples homes

**old persons (S)**

USE older people

**older adults (S)**

USE older people

**older people (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT very old people
- RT pensions
- UF old people
- UF old age
- UF old persons
- UF older adults
- RT palliative care
- RT grandparents
- RT intermediate care
- RT death
- RT dying
- RT elder abuse
- UF elderly
- UF elderly people
- UF elders
- RT age discrimination
- RT retirement
- UF senior citizens
- RT sheltered housing
- UF third age
- RT activities of daily living
- RT ageing
- RT dementia
- RT falls
- RT hypothermia
- RT long term care
- RT long term placement
- RT retirement communities

**older peoples homes (G)**

- BT care homes
- UF retirement homes
- UF residential homes (older people)
- UF residential homes for older people
- UF dual registered homes
- UF old peoples homes

**one parent families (S)**

- USE single parent families

**open adoption (G)**

- BT adoption

**organ transplants (G)**

BT medical treatment

**organisation theory (S)**

USE organisational theory

**organisational culture (G)**

BT organisations

RT organisational discrimination

**organisational development (G)**

BT organisations

**organisational discrimination (G)**

BT discrimination

RT organisational culture

UF institutional discrimination

**organisational learning (G)**

BT organisations

**organisational structure (G)**

BT organisations

NT governing bodies

**organisational theory (G)**

BT organisations

UF organisation theory

**organisations (G)**

BT management and organisational development (\*top term - not used for indexing\*)

NT organisational culture

NT organisational development

NT organisational learning

NT organisational structure

NT organisational theory

NT user-led organisations

RT international bodies

**osteoporosis (S)**

USE bone diseases

**outcome research (S)**

USE outcomes

**outcomes (G)**

- BT research and evaluation (\*top term - not used for indexing\*)
- NT long term outcomes
- NT short term outcomes
- UF outcome research

**out-of-hours services (S)**

- USE emergency duty teams

**outreach (S)**

- USE outreach services

**outreach services (G)**

- BT community care
- UF outreach
- RT assertive outreach
- RT assertive outreach
- SN Community-based service providing support to people in the community.

**paedophilia (S)**

- USE child sexual abuse

**pain (G)**

- BT physical illness
- UF chronic pain
- UF intractable pain

**palliative care (G)**

- BT health care
- NT hospice care
- RT older people
- RT terminal illness

**parasuicide (S)**

- USE attempted suicide

**parent child relations (S)**

- USE parent-child relations

**parental attitudes (G)**

- BT attitudes
- RT parents

**parental contact (S)**

- USE contact

**parental education (S)**

USE parental skills training

**parental leave (G)**

BT leave

**parental responsibility (G)**

BT parenting

**parental rights (G)**

BT parenting

**parental role (G)**

BT parenting

**parental skills training (G)**

BT training

RT parents

UF parental education

RT parenting

**parent-child relations (G)**

BT family relations

UF parent child relations

UF bonding

**parenting (G)**

BT families, children and young people (\*top term - not used for indexing\*)

NT discipline

NT parental responsibility

NT parental rights

NT parental role

UF child rearing

RT parents

UF maternal care

RT parental skills training

SN Performance of all the actions necessary to promote and support the physical, emotional, social and intellectual development of a child from infancy to adulthood.

**parenting orders (G)**

BT court orders

**parents (G)**

- BT family members
- NT adoptive parents
- NT birth parents
- NT fathers
- NT mothers
- NT non-resident parents
- NT parents with learning disabilities
- NT separated parents
- NT teenage parents
- RT parental attitudes
- RT parental skills training
- RT parenting

**parents with learning difficulties (S)**

- USE parents with learning disabilities

**parents with learning disabilities (G)**

- BT parents
- UF parents with learning difficulties
- RT learning disabilities

**Parkinsons disease (G)**

- BT diseases

**parole (S)**

- USE licence

**part time work (G)**

- BT working hours
- UF part-time work

**partially sighted people (S)**

- USE visual impairment

**participation (S)**

- USE user participation

**participatory research (G)**

- BT research methods
- NT user led research
- RT user participation
- SN Use for research projects where service users are involved in carrying out the research and are participants in the research process.

**partner abuse (G)**

- BT abuse
- UF battered wives

**partners (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- SN Use for unmarried couples, parents etc

**partnership (S)**

- USE joint working

**part-time work (S)**

- USE part time work

**patch systems (G)**

- BT social work
- UF community social work

**paternity leave (G)**

- BT leave

**patient administration (G)**

- BT health and health care (\*top term - not used for indexing\*)
- NT patient admissions
- NT patient discharge

**patient admission (S)**

- USE patient admissions

**patient admissions (G)**

- BT patient administration
- NT patient readmission
- UF admission to hospital
- UF patient admission
- UF hospital admission

**patient discharge (G)**

- BT patient administration
- NT discharge planning
- UF hospital discharge
- RT patients
- SN Use for discharge from hospital. For discharge of clients from social care services, use discharge.

**patient readmission (G)**

- BT patient admissions

**patients (G)**

- BT health and health care (\*top term - not used for indexing\*)
- RT patient discharge

**pay (S)**

- USE wages

**payment (S)**

- USE payments

**payments (G)**

- BT personal finance
- NT allowances
- NT grants
- UF payment
- UF financial support

**peer groups (G)**

- BT groups
- SN Group of people with same social standing or status.

**pension funds (S)**

- USE pensions

**pensions (G)**

- BT benefits and personal finance (\*top term - not used for indexing\*)
- NT occupational pensions
- NT personal pensions
- NT state retirement pensions
- UF pension funds
- RT older people

**people who use care services (S)**

- USE service users

**people with learning difficulties (S)**

- USE learning disabilities

**people with mental health problems (S)**

- USE mental health problems

**people with severe learning difficulties (S)**

- USE severe learning disabilities

**people with severe learning disabilities (S)**

- USE severe learning disabilities

**people with severe mental health problems (S)**

USE severe mental health problems

**people, groups and communities (T) (\*top term - not used for indexing\*)**

BT hierarchies  
NT adopted people  
NT adults  
NT black and minority ethnic people  
NT carers  
NT communities  
NT disabled people  
NT ethnicity  
NT gender  
NT groups  
NT homeless people  
NT housebound people  
NT indigenous people  
NT isolated people  
NT LGBT people  
NT migrants  
NT missing persons  
NT multicultural society  
NT neighbours  
NT older people  
NT partners  
NT population  
NT refugees  
NT residents  
NT service users  
NT survivors  
SN Term not used for indexing

**performance evaluation (G)**

BT performance measurement

**performance indicators (G)**

BT performance measurement  
SN Use for performance tables, star ratings and PAF indicators.

**performance measurement (G)**

BT management operations  
NT performance evaluation  
NT performance indicators  
UF performance monitoring

**performance monitoring (S)**

USE performance measurement

**performing arts (S)**

USE arts

**permanence (S)**

USE permanency planning

**permanency planning (G)**

BT placement

UF permanence

SN Planning the provision of a secure permanent home for a child looked after by a local authority.

**perpetrators (S)**

USE offenders

**persistent offenders (S)**

USE recidivists

**persistent young offenders (S)**

USE recidivists

**person centred care (S)**

USE person-centred approach

**personal assistants (G)**

BT care workers

**personal characteristics (S)**

USE personality

**personal finance (G)**

BT benefits and personal finance (\*top term - not used for indexing\*)

NT debt

NT expenses

NT income

NT payments

NT savings

NT wages

UF finance and budgeting

**personal identity (S)**

USE self-concept

**personal pensions (G)**

BT pensions

**personalisation (G)**

BT policy  
RT self-directed support  
RT individual budgets  
RT direct payments

**personality (G)**

BT living and life events (\*top term - not used for indexing\*)  
NT empathy  
NT memory  
NT motivation  
NT personality development  
NT self-concept  
NT self-esteem  
UF personal characteristics  
UF personality traits

**personality development (G)**

BT personality

**personality disorders (G)**

BT mental health problems  
UF borderline personality disorders

**personality traits (S)**

USE personality

**person-centred approach (G)**

BT social work approaches  
UF person centred care

**person-centred planning (G)**

BT care planning  
UF individual programme planning  
SN Combination of care plan and care programme. Recommended as a way of improving the planning and implementation of care for people with disabilities in the Disabled Persons (Support, Consultation and Representation) Act 1986

**personnel management (S)**

USE staff management

**pets (G)**

BT leisure activities

**phobias (G)**

BT mental health problems

NT agoraphobia

NT school phobia

**physical abuse (G)**

BT abuse

NT female genital mutilation

**physical and learning disabilities (T) (\*top term - not used for indexing\*)**

BT hierarchies

NT communication disorders

NT learning disabilities

NT learning disabilities services

NT learning disorders

NT mobility

NT multiple disabilities

NT physical disabilities

NT sensory impairments

NT severe disabilities

NT social role valorisation

SN Term not used for indexing

**physical disabilities (G)**

BT physical and learning disabilities (\*top term - not used for indexing\*)

NT cerebral palsy

NT cystic fibrosis

NT epilepsy

NT hereditary chorea

NT multiple sclerosis

NT muscular dystrophy

NT spina bifida

UF physically handicapped people

RT disabled people

**physical exercise (G)**

BT leisure activities

UF exercise

**physical illness (G)**

- BT health and health care (\*top term - not used for indexing\*)
- NT chronic illness
- NT diseases
- NT disorders
- NT falls
- NT injuries
- NT pain
- NT terminal illness
- UF sick people

**physical restraint (G)**

- BT punishment
- UF restraint

**physically handicapped people (S)**

- USE physical disabilities

**physician assisted suicide (S)**

- USE euthanasia

**physiotherapists (G)**

- BT health professionals
- RT physiotherapy

**physiotherapy (G)**

- BT medical treatment
- RT physiotherapists

**place of safety orders (S)**

- USE court orders

**placement (G)**

- BT social care services (\*top term - not used for indexing\*)
- NT adult family placement
- NT concurrent planning
- NT long term placement
- NT permanency planning
- NT placement disruption

**placement disruption (G)**

- BT placement

**planning (G)**

- BT management and organisational development (\*top term - not used for indexing\*)
- NT objectives setting
- UF long term planning
- SN Use for strategic, business, and management planning.

**play (G)**

- BT leisure activities

**play groups (S)**

- USE playgroups

**play therapy (G)**

- BT psychotherapy

**playgroups (G)**

- BT child day care
- UF play groups

**police (G)**

- BT criminal justice

**policy (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- NT government policy
- NT local government policy
- NT personalisation
- NT social policy

**policy formulation (G)**

- BT government policy
- NT social programmes
- UF policy making

**policy making (S)**

- USE policy formulation

**political parties (S)**

- USE politics

**politics (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- UF political parties

**population (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT demographics
- NT migration

**pornography (G)**

- BT sexual offences

**post adoption services (G)**

- BT adoption
- UF adoption support services

**post natal depression (G)**

- BT depression
- RT babies
- UF postnatal depression
- UF postpartum depression

**post qualifying education (G)**

- BT social work education

**post traumatic stress disorder (G)**

- BT traumas

**postnatal depression (S)**

- USE post natal depression

**postpartum depression (S)**

- USE post natal depression

**poverty (G)**

- BT benefits and personal finance (\*top term - not used for indexing\*)
- NT famine
- RT debt
- RT social exclusion
- RT standard of living

**practice placement (G)**

- BT social work education
- UF field placement

**practice teachers (S)**

- USE practice teaching

**practice teaching (G)**

- BT social work education
- UF practice teachers

**Prader-Willi syndrome (G)**

- BT learning disabilities

**pre school children (S)**

- USE pre-school children

**pregnancy (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- NT abortion
- NT multiple pregnancy
- NT teenage pregnancy
- NT unborn children

**prejudice (S)**

- USE stereotyped attitudes

**premature babies (G)**

- BT babies

**pre-school children (G)**

- BT children
- UF pre school children
- RT schools
- UF under fives
- SN Use for children aged 0-5 years.

**prescription charges (S)**

- USE charges

**prescription medicines (G)**

- BT medication
- NT tranquillisers

**pressure groups (S)**

- USE interest groups

**prevention (S)**

- USE preventive practice

**preventive measures (S)**

- USE preventive practice

**preventive practice (G)**

- BT social work approaches
- UF prevention
- UF preventive measures
- SN Use for interventions that occur before the onset of a diagnosed disorder/condition that aim to reduce the number of new cases of that disorder/condition.

**primary care (G)**

- BT health care
- UF primary health care

**primary care groups (G)**

- BT health authorities
- RT primary care trusts

**primary care trusts (G)**

- BT NHS trusts
- UF teaching primary care trusts
- RT primary care groups
- SN PCT's are responsible for planning secondary care. They look at health needs of local community and develop plans to improve health and set priorities locally.

**primary health care (S)**

- USE primary care

**primary schools (G)**

- BT schools

**priorities (G)**

- BT objectives setting

**prison service (G)**

- BT criminal justice

**prisoners (G)**

- BT offenders
- RT resettlement

**prisons (G)**

- BT custodial institutions

**privacy (G)**

- BT rights
- NT confidentiality

**private education (S)**

USE education

**private foster care (G)**

BT foster care

**private health services (G)**

BT health care

**private sector (G)**

BT government and social policy (\*top term - not used for indexing\*)

UF independent sector

**privatisation (G)**

BT government and social policy (\*top term - not used for indexing\*)

**probation (G)**

BT non-custodial sentences

RT probation hostels

**probation hostels (G)**

BT hostels

UF approved premises

RT probation

SN Accommodation provided by the probation service as a means of enhancing supervision for those on probation, awaiting trial or subject to licence.

**probation service (G)**

BT criminal justice

**problem solving (G)**

BT decision making

**procedure manuals (S)**

USE procedures

**procedures (G)**

BT management and organisational development (\*top term - not used for indexing\*)

NT complaints procedures

NT contract procedures

UF procedure manuals

UF protocols

**professional associations (G)**

BT employment

**professional conduct (G)**

BT ethics

UF professional ethics

**professional ethics (S)**

USE professional conduct

**professional foster parents (S)**

USE foster carers

**professional fostering (S)**

USE foster care

**professional liability insurance (G)**

BT insurance

**professional role (G)**

BT staff

RT social workers

RT health professionals

**prostitutes (S)**

USE prostitution

**prostitution (G)**

BT crime

UF prostitutes

UF sex workers

**protocols (S)**

USE procedures

**provision of services (S)**

USE social care provision

**psychiatric care (G)**

BT mental health care

NT acute psychiatric care

NT psychiatric day centres

RT psychiatric social work

**psychiatric day centres (G)**

BT psychiatric care

**psychiatric social work (G)**

- BT social work
- RT psychiatric care

**psychiatry (G)**

- BT mental health and mental health care (\*top term - not used for indexing\*)
- NT forensic psychiatry

**psychoanalysis (G)**

- BT psychotherapy

**psychodrama (S)**

- USE drama therapy

**psychology (G)**

- BT mental health and mental health care (\*top term - not used for indexing\*)
- NT attachment
- NT recovered memory syndrome
- NT self-help
- UF clinical psychology

**psychoses (G)**

- BT mental health problems

**psychosocial approach (G)**

- BT social work approaches
- UF psychosocial perspectives

**psycho-social intervention (G)**

- BT intervention

**psychosocial perspectives (S)**

- USE psychosocial approach

**psychotherapy (G)**

- BT therapies
- NT art therapy
- NT behaviour therapy
- NT dance therapy
- NT drama therapy
- NT family therapy
- NT group therapy
- NT hypnotherapy
- NT music therapy
- NT play therapy
- NT psychoanalysis
- NT reality therapy
- NT reminiscence therapy
- NT writing therapy

**public accountability (G)**

- BT accountability
- RT central government
- SN The principle and process of ensuring that public sector officials and elected representatives are responsible for their actions

**public attitudes (S)**

- USE public opinion

**public enquiries (S)**

- USE public inquiries

**public expenditure (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- RT taxation

**public health (G)**

- BT health

**public inquiries (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- UF enquiries
- UF inquiries
- UF public enquiries
- RT case reviews
- SN For case reviews carried out by a Local Safeguarding Childrens Board or an Adult Protection Committee, use case reviews.

**public opinion (G)**

- BT attitudes
- UF public attitudes
- UF public opinion polls

**public opinion polls (S)**

- USE public opinion

**public relations (G)**

- BT media

**public sector (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- UF statutory sector

**publicity (G)**

- BT media

**punishment (G)**

- BT criminal justice, law and rights (\*top term - not used for indexing\*)
- NT physical restraint
- UF smacking
- UF corporal punishment
- SN Use for physical punishment ie corporal punishment

**pupils (S)**

- USE school children

**purchaser provider split (S)**

- USE purchaser-provider split

**purchaser-provider split (G)**

- BT contract procedures
- UF purchaser provider split
- SN A way of organising delivery of social care services in which a purchaser organisation assesses the need for services and purchases them from a provider organisation. Use for discussion of organisational issues. For broad debates about the move to the contract culture, use mixed economy of care.

**qualifications (G)**

- BT education
- NT Diploma in Social Work
- NT NVQs
- NT Social Work degree
- UF CQSW
- UF Certificate in Social Service
- UF Certificate of Qualification in Social Work

**qualitative research (G)**

- BT research methodologies

**quality assurance (G)**

- BT quality control

**quality control (G)**

- BT management and organisational development (\*top term - not used for indexing\*)
- NT best value
- NT good practice
- NT inspection
- NT quality assurance
- NT regulation
- NT standards

**quality of life (G)**

- BT life style

**quantitative research (G)**

- BT research methodologies

**questionnaire design (G)**

- BT research design

**questionnaires (G)**

- BT data collection

**race (S)**

- USE black and minority ethnic people

**race relations (G)**

- BT criminal justice, law and rights (\*top term - not used for indexing\*)
- NT racism
- RT racial discrimination

**racial discrimination (G)**

BT discrimination  
RT race relations

**racial equality (G)**

BT equal opportunities

**racial harassment (G)**

BT harassment

**racism (G)**

BT race relations

**radical feminism (S)**

USE feminist theory

**ramps (S)**

USE mobility aids

**randomised controlled trials (G)**

BT research methods

**rape (G)**

BT sexual offences  
RT sexual abuse

**reality therapy (G)**

BT psychotherapy

**recidivists (G)**

BT offenders  
UF persistent offenders  
UF persistent young offenders

**record keeping (S)**

USE case records

**records (S)**

USE case records

**recovered memory syndrome (G)**

BT psychology

**recruitment (G)**

- BT staff management
- NT international recruitment
- UF staff recruitment

**referral (G)**

- BT social work methods
- UF intake
- UF intake systems
- UF intake teams
- UF duty services
- UF duty teams

**referral orders (G)**

- BT court orders

**reflective practice (G)**

- BT social work approaches

**refugees (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT asylum seekers
- NT unaccompanied refugee children
- RT migration

**refuges (G)**

- BT housing
- SN Use for refuges and shelters for victims of domestic violence. For shelters for the homeless, use shelters.

**regeneration (G)**

- BT housing and environment (\*top term - not used for indexing\*)

**regional government (G)**

- BT government and social policy (\*top term - not used for indexing\*)

**registers (G)**

- BT social work methods
- NT adoption contact registers
- NT child protection registers
- NT sex offenders registers

**registration (G)**

- BT conditions of employment
- UF licensing
- UF registration (employment)
- SN Use for social workers as under the General Social Services Council proposals.

**registration (employment) (S)**

- USE registration

**regulation (G)**

- BT quality control

**rehabilitation (G)**

- BT after care

**relationship counselling (S)**

- USE counselling

**relationships (S)**

- USE interpersonal relationships

**relatives (G)**

- BT family members

**religion (G)**

- BT living and life events (\*top term - not used for indexing\*) (\*top term - not used for indexing\*)
- NT Buddhism
- NT Christianity
- NT Hinduism
- NT Islam
- NT Judaism
- UF religious groups
- RT religious discrimination

**religious beliefs (G)**

- BT life style

**religious discrimination (G)**

- BT discrimination
- RT religion

**religious groups (S)**

- USE religion

**remand (G)**

- BT legal proceedings
- NT bail
- UF remand centres
- UF remand in custody

**remand centres (S)**

- USE remand

**remand in custody (S)**

- USE remand

**reminiscence therapy (G)**

- BT psychotherapy
- SN A therapy which helps older people to recall the past in order to give meaning and reference to their lives.

**rented accommodation (G)**

- BT housing

**reparation (G)**

- BT restorative justice
- UF reparation by offenders
- RT offenders

**reparation by offenders (S)**

- USE reparation

**research and evaluation (\*top term - not used for indexing\*) (T)**

- BT hierarchies
- NT evaluation
- NT outcomes
- NT research centres
- NT research design
- NT research dissemination
- NT research ethics
- NT research implementation
- NT research methodologies
- NT research methods
- NT research skills
- SN Term not used for indexing

**research centres (G)**

- BT research and evaluation (\*top term - not used for indexing\*)

**research design (G)**

- BT research and evaluation (\*top term - not used for indexing\*)
- NT models
- NT questionnaire design
- NT sampling methods
- NT statistical design
- NT survey design

**research dissemination (G)**

- BT research and evaluation (\*top term - not used for indexing\*)
- UF dissemination of research
- SN Use for analysis of the process of publicising research findings.

**research ethics (G)**

- BT research and evaluation (\*top term - not used for indexing\*)
- NT research governance

**research governance (G)**

- BT research ethics

**research implementation (G)**

- BT research and evaluation (\*top term - not used for indexing\*)
- UF research in practice
- UF research into practice
- UF research utilisation

**research in practice (S)**

- USE research implementation

**research into practice (S)**

- USE research implementation

**research methodologies (G)**

- BT research and evaluation (\*top term - not used for indexing\*)
- NT qualitative research
- NT quantitative research

**research methods (G)**

- BT research and evaluation (\*top term - not used for indexing\*)
- NT action research
- NT case studies
- NT comparative studies
- NT data analysis
- NT data collection
- NT descriptive research methods
- NT empirical research methods
- NT instruments
- NT interviews
- NT literature reviews
- NT longitudinal studies
- NT participatory research
- NT randomised controlled trials
- NT statistical methods
- NT survey methods
- NT systematic reviews
- NT systems analysis
- UF methodology
- RT research skills

**research reviews (S)**

- USE literature reviews

**research skills (G)**

- BT research and evaluation (\*top term - not used for indexing\*)
- RT research methods

**research utilisation (S)**

- USE research implementation

**resettlement (G)**

- BT criminal justice
- RT prisoners
- SN Use for arrangements made to assist and supervise a prisoner on return to community.

**residence (S)**

- USE child custody

**residential care (G)**

- BT social care services (\*top term - not used for indexing\*)
- NT admission to care
- NT care homes
- NT residential child care
- RT institutional abuse
- RT residential social workers
- RT residents
- SN Care of those living in an institution, home or hostel provided by local authority, social services committee, voluntary organisation or privately.

**residential child care (G)**

- BT residential care
- UF residential homes (children)
- UF community homes
- UF childrens homes
- RT child care reviews
- RT institutional abuse
- RT residential social workers

**residential education (S)**

- USE boarding schools

**residential homes (children) (S)**

- USE residential child care

**residential homes (older people) (S)**

- USE older peoples homes

**residential homes for older people (S)**

- USE older peoples homes

**residential schools (S)**

- USE boarding schools

**residential social workers (G)**

- BT social workers
- RT residential child care
- RT residential care

**residents (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- RT residential care

**resilience (G)**

- BT behaviour
- RT coping behaviour
- SN The quality that enables individuals to develop normally and achieve satisfactory outcomes despite a disadvantaged background.

**resource allocation (G)**

- BT financial management
- BT management operations

**resource centres (G)**

- BT information services
- UF multi-purpose resource centres
- SN Centres providing range of services to individuals and families, usually family support and day services.

**respite care (G)**

- BT social care services (\*top term - not used for indexing\*)
- UF respite services
- UF short break care
- SN Short term care provided by day or residential centre or by a family which is as much for the benefit of the carers as for the person concerned.

**respite services (S)**

- USE respite care

**responsible adult (S)**

- USE appropriate adult

**restorative justice (G)**

- BT criminal justice
- NT reparation

**restraint (S)**

- USE physical restraint

**retirement (G)**

- BT termination of employment
- RT older people
- RT retirement communities

**retirement communities (G)**

- BT housing
- RT retirement
- RT older people

**retirement homes (S)**

USE older peoples homes

**Rett syndrome (S)**

USE autistic spectrum disorders

**reunification (S)**

USE family reunification

**rights (G)**

BT criminal justice, law and rights (\*top term - not used for indexing\*)

NT advocacy

NT childrens rights

NT choice

NT citizenship

NT disclosure

NT discrimination

NT diversity

NT empowerment

NT equal opportunities

NT harassment

NT human rights

NT informed consent

NT privacy

NT self-determination

**riots (G)**

BT crime

**risk (G)**

BT social work methods

NT risk assessment

NT risk management

UF risk taking

SN Use for risk factors.

**risk assessment (G)**

BT risk

SN The process of identifying hazards which may cause risk or harm. Can include an analysis of the positive benefits of risk taking.

**risk management (G)**

BT risk

**risk taking (S)**

USE risk

**ritual abuse (G)**

- BT abuse
- UF satanic abuse

**role playing (G)**

- BT groupwork

**Roma (S)**

- USE gypsies

**rough sleepers (G)**

- BT homeless people
- RT homelessness

**runaway young people (S)**

- USE runaways

**runaways (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- UF absconding
- UF runaway young people

**rural areas (G)**

- BT environment
- UF rural issues

**rural issues (S)**

- USE rural areas

**salaries (S)**

- USE wages

**sampling methods (G)**

- BT research design

**satanic abuse (S)**

- USE ritual abuse

**savings (G)**

- BT personal finance

**schizophrenia (G)**

- BT mental health problems
- UF schizophrenics

**schizophrenics (S)**

USE schizophrenia

**school attendance (G)**

BT schools

NT truancy

**school children (G)**

BT children

UF schoolchildren

UF pupils

RT bullying

RT schools

SN Use for discussions of school children when related to the school environment. Do not use for all school-age children.

**school exclusion (G)**

BT schools

UF suspension (school)

UF expulsion

UF exclusion from school

**school phobia (G)**

BT phobias

RT schools

**school social services (S)**

USE school social work

**school social work (G)**

BT social work

RT schools

UF school social services

UF education social work

UF educational welfare

**school social workers (G)**

BT social workers

RT schools

**schoolchildren (S)**

USE school children

**schools (G)**

- BT education
- NT boarding schools
- NT community schools
- NT primary schools
- NT school attendance
- NT school exclusion
- NT secondary schools
- RT school children
- UF independent schools
- RT pre-school children
- RT school phobia
- RT school social work
- RT school social workers

**Scottish Executive (G)**

- BT devolved government

**screening (G)**

- BT diagnosis

**secondary schools (G)**

- BT schools

**sectioning (S)**

- USE compulsory detention

**secure accommodation (G)**

- BT custodial institutions
- NT young offender institutions
- SN Use for the accommodation of young people placed under secure accommodation orders for the protection of themselves and others and those placed under criminal justice legislation eg Secure Children's Homes, Secure Training Centres and Young Offender Institutions.

**secure hospitals (G)**

- BT hospitals
- SN Use for special hospitals eg Broadmoor, Rampton and Ashworth.

**secure units (G)**

- BT custodial institutions
- NT medium secure units
- SN Use for acute units for highly disturbed patients, at risk of harming themselves or others. For Secure Children's Homes, use secure accommodation.

**security checking (G)**

- BT conditions of employment
- UF staff vetting
- UF vetting
- SN Use for police checking and screening of staff.

**self advocacy (S)**

- USE self-advocacy

**self care (G)**

- BT social care services (\*top term - not used for indexing\*)
- UF self-management
- UF self-care
- RT self-neglect
- SN Use for the care taken by individuals towards their own health and well being.

**self concept (S)**

- USE self-concept

**self determination (S)**

- USE self-determination

**self esteem (S)**

- USE self-esteem

**self harm (S)**

- USE self-harm

**self help (S)**

- USE self-help

**self help groups (S)**

- USE self-help groups

**self help organisations (S)**

- USE self-help groups

**self-advocacy (G)**

- BT advocacy
- UF self advocacy
- SN Advocating on behalf of oneself, possibly with support.

**self-assessment (G)**

BT assessment

SN Use for a service users assessment of their own needs or a carer carrying out an assessment on behalf of someone else.

**self-care (S)**

USE self care

**self-concept (G)**

BT personality

UF self concept

UF personal identity

**self-determination (G)**

BT rights

UF self determination

**self-directed support (G)**

- BT social work methods
- NT direct payments
- NT individual budgets
- RT personalisation
- SN Use for general discussions of the method of delivering care services, rather than for detailed discussions of specific services. Also use for similar developments in other countries eg 'consumer-directed care'.

**self-disclosure (S)**

- USE disclosure

**self-esteem (G)**

- BT personality
- UF self esteem

**self-harm (G)**

- BT mental health problems
- UF self harm
- UF deliberate self harm

**self-help (G)**

- BT psychology
- RT empowerment
- UF self help
- RT self-help groups

**self-help groups (G)**

- BT support groups
- UF self help groups
- UF self help organisations
- RT self-help
- UF self-help organisations

**self-help organisations (S)**

- USE self-help groups

**self-management (S)**

- USE self care

**self-neglect (G)**

- BT neglect
- RT self care

**senile dementia (S)**

- USE dementia

**senior citizens (S)**

USE older people

**sensory impairments (G)**

BT physical and learning disabilities (\*top term - not used for indexing\*)

NT deaf blindness

NT hearing impairment

NT visual impairment

UF visual and hearing impairment

RT disabled people

**sentences (G)**

BT criminal justice

NT non-custodial sentences

**separated parents (G)**

BT parents

SN Use for parents of the same children who live apart.

**service closure (G)**

BT social care provision

UF closure

**service engagement (S)**

USE service uptake

**service integration (S)**

USE integrated services

**service provision (S)**

USE social care provision

**service uptake (G)**

BT social care provision

UF service utilisation

UF service engagement

**service users (G)**

- BT people, groups and communities (\*top term - not used for indexing\*)
- NT involuntary clients
- NT staff-user relationship
- NT user participation
- NT user views
- UF social work users
- UF users
- UF clients
- UF people who use care services
- RT user-led organisations
- SN General term for all those who receive a social work or social care service.

**service utilisation (S)**

- USE service uptake

**severe disabilities (G)**

- BT physical and learning disabilities (\*top term - not used for indexing\*)
- UF severely disabled people

**severe learning difficulties (S)**

- USE severe learning disabilities

**severe learning disabilities (G)**

- BT learning disabilities
- UF severe learning difficulties
- UF people with severe learning difficulties
- UF people with severe learning disabilities

**severe mental health problems (G)**

- BT mental health problems
- UF people with severe mental health problems
- UF enduring mental health problems

**severely disabled people (S)**

- USE severe disabilities

**sex discrimination (G)**

- BT discrimination
- UF sexism

**sex education (G)**

- BT education

**sex offenders (G)**

- BT offenders
- NT young sex offenders
- RT sex offenders registers

**sex offenders registers (G)**

- BT registers
- RT sex offenders

**sex workers (S)**

- USE prostitution

**sexism (S)**

- USE sex discrimination

**sexual abuse (G)**

- BT abuse
- RT rape
- RT survivors

**sexual behaviour (S)**

- USE sexuality

**sexual harassment (G)**

- BT harassment

**sexual offences (G)**

- BT crime
- NT incest
- NT pornography
- NT rape

**sexuality (G)**

- BT living and life events (\*top term - not used for indexing\*)
- NT homosexuality
- UF sexual behaviour
- RT bisexual people
- RT gay men
- RT lesbians

**sexually abused children (S)**

- USE child sexual abuse

**sexually transmitted diseases (S)**

- USE sexually transmitted infections

**sexually transmitted infections (G)**

- BT diseases
- UF sexually transmitted diseases

**shared housing (G)**

- BT housing
- UF lodgings

**shared lives (S)**

- USE adult family placement

**sheltered accommodation (S)**

- USE sheltered housing

**sheltered employment (G)**

- BT employment

**sheltered housing (G)**

- BT housing
- UF sheltered accommodation
- UF warden serviced housing
- RT older people

**shelters (G)**

- BT housing
- UF night shelters
- SN Use for shelters for the homeless. For domestic violence shelters, use refuges.

**short break care (S)**

- USE respite care

**short stay care (S)**

- USE short-stay care

**short term care (G)**

- BT social care services (\*top term - not used for indexing\*)
- UF temporary foster care
- UF short-stay residential care

**short term casework (S)**

- USE short-term casework

**short term outcomes (G)**

- BT outcomes

**short term treatment (G)**

BT medical treatment

**short-stay care (G)**

BT health care

UF short stay care

**short-stay residential care (S)**

USE short term care

**short-term casework (G)**

BT casework

UF short term casework

UF time limited casework

UF brief casework

**siblings (G)**

BT family members

NT triplets

NT twins

UF brothers

UF sisters

**sick people (S)**

USE physical illness

**sickle cell anaemia (G)**

BT blood disorders

**single homeless people (G)**

BT homeless people

RT homelessness

**single parent families (G)**

BT families

UF lone parent families

UF lone parents

UF one parent families

**sisters (S)**

USE siblings

**smacking (S)**

USE punishment

**smoking (G)**

- BT substance misuse
- SN Use for tobacco smoking

**social alienation (S)**

- USE social exclusion

**social care (S)**

- USE social care provision

**social care professionals (G)**

- BT social care staff
- NT approved mental health professionals
- NT social workers

**social care provision (G)**

- BT social care services (\*top term - not used for indexing\*)
- NT access to services
- NT service closure
- NT service uptake
- NT waiting lists
- UF social care
- UF service provision
- UF provision of services

**social care services (T) (\*top term - not used for indexing\*)**

- BT hierarchies
- NT adoption
- NT adult protection
- NT after care
- NT child protection services
- NT Childrens Trusts
- NT community care
- NT counselling
- NT day care
- NT family support
- NT foster care
- NT holistic care
- NT home care
- NT informal care
- NT leaving care
- NT long stay care
- NT long term care
- NT mediation
- NT mentoring
- NT multi-disciplinary services
- NT placement

- NT residential care
- NT respite care
- NT self care
- NT short term care
- NT social care provision
- NT transitional services
- SN Term not used for indexing

**social care staff (G)**

- BT social work and social workers (\*top term - not used for indexing\*)
- NT care workers
- NT social care professionals

**social class (S)**

- USE socioeconomic groups

**social development (S)**

- USE community development

**social exclusion (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- UF social alienation
- RT social policy
- RT poverty
- UF disadvantage

**social fund (G)**

- BT supplementary benefits

**social housing (G)**

- BT housing
- NT housing associations
- NT local authority housing

**social inclusion (G)**

- BT government and social policy (\*top term - not used for indexing\*)
- RT social policy
- UF social integration

**social inquiry reports (S)**

- USE court reports

**social integration (S)**

- USE social inclusion

**social networks (G)**

- BT living and life events (*\*top term - not used for indexing\**)
- UF social support networks
- UF networks
- SN A set of interconnected relationships among a group of people which provide help in coping with the demands of daily life eg relatives, friends, neighbours, work colleagues, volunteers, professionals. Use in relation to social support.

**social policy (G)**

- BT policy
- RT social exclusion
- RT social inclusion

**social programmes (G)**

- BT policy formulation

**social role valorisation (G)**

- BT physical and learning disabilities (*\*top term - not used for indexing\**)
- UF normalisation

**social security (S)**

- USE benefits

**social security benefits (S)**

- USE benefits

**social services (G)**

- BT local authorities
- NT adult services
- NT childrens services
- NT directors of social services
- UF councils with social services responsibilities
- UF social services departments

**social services departments (S)**

- USE social services

**social skills (G)**

- BT socialisation

**social skills training (G)**

- BT training

**social support networks (S)**

- USE social networks

**social surveys (S)**

USE survey methods

**social welfare (G)**

BT government and social policy (\*top term - not used for indexing\*)

NT welfare state

RT social welfare law

SN Use for broad policy discussions and government role in social welfare.

**social welfare law (G)**

BT law

RT social welfare

**social work (G)**

BT social work and social workers (\*top term - not used for indexing\*)

NT community work

NT forensic social work

NT general practice social work

NT medical social work

NT patch systems

NT psychiatric social work

NT school social work

NT youth work

SN Use for broad discussions of social work.

**social work and social workers (T) (\*top term - not used for indexing\*)**

BT hierarchies

NT social care staff

NT social work

NT social work approaches

NT social work history

NT social work methods

NT social work theories

NT sociology

SN Term not used for indexing

**social work approaches (G)**

- BT social work and social workers (\*top term - not used for indexing\*)
- NT anti-discriminatory practice
- NT anti-oppressive practice
- NT ecological approach
- NT evidence-based practice
- NT multicultural approach
- NT person-centred approach
- NT preventive practice
- NT psychosocial approach
- NT reflective practice
- NT systems approach
- NT task-centred practice

**social work assessments (S)**

- USE assessment

**social work assistants (G)**

- BT care workers
- BT social workers
- UF social worker support staff

**Social Work degree (G)**

- BT qualifications

**social work education (G)**

- BT education
- NT curriculum development
- NT post qualifying education
- NT practice placement
- NT practice teaching
- UF social worker training
- RT education
- RT social workers

**social work history (G)**

- BT social work and social workers (\*top term - not used for indexing\*)
- UF history

**social work methods (G)**

- BT social work and social workers (\*top term - not used for indexing\*)
- NT assessment
- NT care management
- NT case management
- NT casework
- NT community profiling
- NT discharge
- NT field work
- NT groupwork
- NT intervention
- NT interviewing
- NT referral
- NT registers
- NT risk
- NT self-directed support
- NT supervision
- NT treatment
- NT workload

**social work theories (G)**

- BT social work and social workers (\*top term - not used for indexing\*)
- UF social work theory

**social work theory (S)**

- USE social work theories

**social work users (S)**

- USE service users

**social worker support staff (S)**

- USE social work assistants

**social worker teams (G)**

- BT social workers
- NT area teams
- NT emergency duty teams
- RT teams

**social worker training (S)**

- USE social work education

**social worker user relationship (S)**

- USE social worker-service user relationship

**social workers (G)**

- BT social care professionals
- NT approved social workers
- NT community workers
- NT front line managers
- NT keyworkers
- NT medical social workers
- NT residential social workers
- NT school social workers
- NT social work assistants
- NT social worker teams
- RT social work education
- RT student social workers
- RT professional role

**social worker-service user relationship (G)**

- BT staff-user relationship
- UF social worker user relationship

**socialisation (G)**

- BT life skills
- NT social skills

**socioeconomic group (S)**

- USE socioeconomic groups

**socioeconomic groups (G)**

- BT groups
- UF socioeconomic group
- UF social class

**sociology (G)**

- BT social work and social workers (\*top term - not used for indexing\*)
- NT feminist theory

**soldiers (S)**

- USE armed forces

**solvent abuse (S)**

- USE solvent misuse

**solvent misuse (G)**

- BT substance misuse
- UF solvent abuse
- UF volatile substance misuse
- UF glue sniffing

**South Asian people (G)**

BT Asian people

SN Use for Indian, Bangladeshi and Pakistani people.

**special education (G)**

BT education

NT special educational needs

UF conductive education

SN Education supplied outside the mainstream to people with special needs or abilities.

**special educational needs (G)**

BT special education

UF additional educational needs

UF additional support needs

UF special needs children

SN Defined as a learning difficulty which calls for special educational provision to be made (defined in the Education Act 1996).

**special guardianship (G)**

BT guardianship

UF special guardianship orders

**special guardianship orders (S)**

USE special guardianship

**special needs children (S)**

USE special educational needs

**speech impairment (G)**

BT communication disorders

UF stammering

**speech therapists (G)**

BT health professionals

RT speech therapy

**speech therapy (G)**

BT medical treatment

RT speech therapists

**spina bifida (G)**

BT physical disabilities

**spirituality (G)**

BT life style

**sport (S)**

USE leisure activities

**staff (G)**

BT employment  
NT consultants  
NT professional role  
NT temporary staff  
RT staff management

**staff appraisal (G)**

BT staff management  
UF staff reporting

**staff development (G)**

BT staff management  
NT staff mentoring  
UF continuing professional development  
UF human resource development

**staff induction (G)**

BT staff management  
UF induction (staff)  
UF induction training

**staff levels (S)**

USE staffing levels

**staff management (G)**

BT management  
NT job satisfaction  
NT recruitment  
NT staff appraisal  
NT staff development  
NT staff induction  
NT staff retention  
NT staff supervision  
NT staffing levels  
UF human resources  
UF human resources management  
UF personnel management  
RT staff

**staff mentoring (G)**

- BT staff development
- UF coaching
- RT mentoring

**staff recruitment (S)**

- USE recruitment

**staff reporting (S)**

- USE staff appraisal

**staff resignation (G)**

- BT termination of employment

**staff retention (G)**

- BT staff management

**staff rotas (S)**

- USE working hours

**staff supervision (G)**

- BT staff management
- SN Use for the supervision of social workers and other staff. For supervision as a social work role eg the monitoring of individuals or families, use supervision.

**staff training (S)**

- USE training

**staff user relationship (S)**

- USE staff-user relationship

**staff vetting (S)**

- USE security checking

**staffing levels (G)**

- BT staff management
- UF staff levels

**staff-user relationship (G)**

- BT service users
- NT social worker-service user relationship
- UF staff user relationship
- SN Use for the relationship with staff other than social workers eg nurses, occupational therapists.

**stammering (S)**

USE speech impairment

**standard of living (G)**

BT life style

RT poverty

**standards (G)**

BT quality control

UF standards of care

**standards of care (S)**

USE standards

**standby arrangements (S)**

USE emergency duty teams

**state education (S)**

USE education

**state retirement pensions (G)**

BT pensions

**statistical data (S)**

USE statistical methods

**statistical design (G)**

BT research design

**statistical methods (G)**

BT research methods

UF statistical data

**statutory sector (S)**

USE public sector

**step families (G)**

BT families

**step relationships (G)**

BT family relations

**stereotyped attitudes (G)**

- BT attitudes
- UF stigma
- UF prejudice
- UF homophobia
- SN Also use for prejudice.

**stigma (S)**

- USE stereotyped attitudes

**stillbirth (G)**

- BT childbirth

**strategic health authorities (G)**

- BT health authorities

**stress (G)**

- BT mental health and mental health care (\*top term - not used for indexing\*)
- UF burnout

**stroke (G)**

- BT diseases
- UF stroke patients
- UF stroke victims

**stroke patients (S)**

- USE stroke

**stroke victims (S)**

- USE stroke

**student social workers (G)**

- BT students
- RT social workers

**students (G)**

- BT education
- NT student social workers

**substance abuse (S)**

- USE substance misuse

**substance misuse (G)**

- BT health and health care (\*top term - not used for indexing\*)
- NT addiction
- NT alcohol misuse
- NT detoxification
- NT drug misuse
- NT smoking
- NT solvent misuse
- UF substance abuse
- UF substance misusers
- UF drug and alcohol

**substance misusers (S)**

- USE substance misuse

**sudden infant death (G)**

- BT death
- UF cot death
- RT babies

**suicide (G)**

- BT mental health problems
- NT attempted suicide
- RT death

**supervision (G)**

- BT social work methods
- SN Use for supervision as a social work method eg in the monitoring of individuals or families. For the supervision of social workers and other staff, use staff supervision.

**supervision orders (G)**

- BT court orders
- RT young offenders

**supplementary benefits (G)**

- BT benefits
- NT social fund
- UF income support

**support groups (G)**

- BT groups
- NT self-help groups

**supported employment (G)**

BT employment

SN Use for employment in mainstream settings which offers support for disabled people.

**supported housing (G)**

BT housing

SN Use for housing with support for vulnerable people with care needs, including housing with floating support.

**supported living (G)**

BT life style

UF independent living schemes

**surgery (G)**

BT medical treatment

**surrogacy (G)**

BT childbirth

UF surrogate mothers

UF surrogate parents

**surrogate mothers (S)**

USE surrogacy

**surrogate parents (S)**

USE surrogacy

**survey design (G)**

BT research design

**survey methods (G)**

BT research methods

UF social surveys

UF consumer research

**survivors (G)**

BT people, groups and communities (\*top term - not used for indexing\*)

RT sexual abuse

SN Use for those who have survived violence, disasters, child abuse etc.

**suspension (school) (S)**

USE school exclusion

**systematic reviews (G)**

BT research methods

**systems analysis (G)**

BT research methods

**systems approach (G)**

BT social work approaches

UF systems theory

SN Use for undertaking of social work based on analysis and activation of human systems around the client.

**systems theory (S)**

USE systems approach

**tagging (G)**

BT non-custodial sentences

UF electronic monitoring

SN Use for the electronic tagging of offenders. For the electronic tagging of older and vulnerable people, use alarm systems.

**task centred casework (S)**

USE task-centred practice

**task-centred casework (S)**

USE task-centred practice

**task-centred practice (G)**

BT social work approaches

UF task centred casework

UF task-centred casework

**tax credits (G)**

BT benefits

UF child tax credit

**taxation (G)**

BT government and social policy (\*top term - not used for indexing\*)

NT income tax

RT public expenditure

**teachers (G)**

BT teaching

**teaching (G)**

BT education

NT teachers

NT teaching methods

**teaching materials (S)**

USE training materials

**teaching methods (G)**

BT teaching

NT distance learning

NT e-learning

**teaching packs (S)**

USE training materials

**teaching primary care trusts (S)**

USE primary care trusts

**teams (G)**

BT management

RT social worker teams

**teamwork (G)**

BT management

SN Use for interaction of people within teams.

**teenage parents (G)**

BT parents

UF young parents

**teenage pregnancy (G)**

BT pregnancy

**teenagers (S)**

USE young people

**telecare (S)**

USE assistive technology

**telephone counselling services (S)**

USE helplines

**temporary accommodation (G)**

BT homelessness

**temporary foster care (S)**

USE foster care

USE short term care

**temporary staff (G)**

- BT staff
- UF agency staff

**tenants (G)**

- BT housing and environment (\*top term - not used for indexing\*)

**tendering (G)**

- BT contract procedures
- UF compulsory competitive tendering
- UF competitive tendering

**terminal illness (G)**

- BT physical illness
- RT death
- RT palliative care
- UF terminally ill people
- RT hospice care

**terminally ill people (S)**

- USE terminal illness

**termination of employment (G)**

- BT conditions of employment
- NT retirement
- NT staff resignation

**terrorism (G)**

- BT international relations

**tests (S)**

- USE diagnostic tests

**Thalassaemia (S)**

- USE blood disorders

**therapeutic communities (G)**

- BT therapies
- SN A social environment and programme within a residential or day unit in which the social and group process is harnessed with therapeutic intent.

**therapeutic intervention (S)**

- USE therapies

**therapeutic work (S)**

- USE therapies

**therapies (G)**

- BT mental health and mental health care (\*top term - not used for indexing\*)
- NT behaviour modification
- NT complementary therapy
- NT life story work
- NT psychotherapy
- NT therapeutic communities
- UF therapeutic intervention
- UF therapeutic work
- UF therapy
- SN Use a more specific term if possible eg family therapy, group therapy, counselling.

**therapy (S)**

- USE therapies

**third age (S)**

- USE older people

**third world (S)**

- USE developing countries

**throughcare (S)**

- USE after care

**time limited casework (S)**

- USE short-term casework

**Tourette Syndrome (S)**

- USE Tourettes Syndrome

**Tourettes Disorder (S)**

- USE Tourettes Syndrome

**Tourettes Syndrome (G)**

- BT behaviour disorders
- UF Tourette Syndrome
- UF Tourettes Disorder
- UF Gilles de Tourettes syndrome
- SN A neurological disorder characterised by tics, repetitive muscle movements and vocal outbursts.

**trade unions (G)**

- BT employment

**trafficking (G)**

- BT crime
- SN Use for human trafficking.

**training (G)**

- BT education, training and employment (\*top term - not used for indexing\*)
- NT assertiveness training
- NT multi-disciplinary training
- NT parental skills training
- NT social skills training
- NT training materials
- UF staff training
- UF training programmes

**training materials (G)**

- BT training
- NT audio visual media
- UF teaching materials
- UF teaching packs

**training programmes (S)**

- USE training

**tranquillisers (G)**

- BT prescription medicines

**transgendered people (G)**

- BT LGBT people
- NT transsexual people

**transition (S)**

- USE transitional services

**transitional services (G)**

- BT social care services (\*top term - not used for indexing\*)
- UF transition

**translation services (G)**

- BT information services

**transport (G)**

- BT housing and environment (\*top term - not used for indexing\*)

**transracial adoption (G)**

- BT adoption
- UF interracial adoption

**transracial foster care (G)**

BT foster care

**transsexual people (G)**

BT transgendered people

UF transsexuals

**transsexuals (S)**

USE transsexual people

**traumas (G)**

BT mental health problems

NT post traumatic stress disorder

**travel expenses (G)**

BT expenses

**travellers (G)**

BT black and minority ethnic people

UF travelling people

SN Includes Irish, Scottish and New Age travellers.

**travelling people (S)**

USE travellers

**treatment (G)**

BT social work methods

SN Use a more specific term if possible eg counselling, therapies, medical treatment.

**triplets (G)**

BT siblings

**truancy (G)**

BT school attendance

**trusts (S)**

USE NHS trusts

**twins (G)**

BT siblings

**unaccompanied asylum-seeking children (S)**

USE unaccompanied refugee children

**unaccompanied refugee children (G)**

- BT refugees
- UF unaccompanied asylum-seeking children

**unborn children (G)**

- BT pregnancy

**unconditional bail (S)**

- USE bail

**under fives (S)**

- USE pre-school children

**unemployment (G)**

- BT employment
- UF long term unemployment

**United Nations (G)**

- BT international bodies

**unmet need (G)**

- BT needs
- SN Use for need identified by assessment which is not then met.

**unpaid carers (S)**

- USE carers

**urban areas (G)**

- BT environment
- NT inner cities

**user involvement (S)**

- USE user participation

**user led research (G)**

- BT participatory research
- UF emancipatory research
- SN Use for research where users are in control of the whole research process and drive the project.

**user participation (G)**

- BT service users
- UF participation
- UF user involvement
- RT participatory research

**user perspectives (S)**

USE user views

**user views (G)**

BT service users

UF user perspectives

**user-led organisations (G)**

BT organisations

RT service users

**users (S)**

USE service users

**value for money (S)**

USE cost effectiveness

**vandalism (S)**

USE anti-social behaviour

**very old people (G)**

BT older people

SN Use for people over 80.

**vetting (S)**

USE security checking

**victims (S)**

USE crime victims

**video recordings (G)**

BT evidence

**Vietnamese people (G)**

BT Asian people

**violence (G)**

BT crime

NT domestic violence

**violence in the home (S)**

USE domestic violence

**violence victims (S)**

USE crime victims

**visual and hearing impairment (S)**

USE sensory impairments

**visual impairment (G)**

BT sensory impairments  
UF visually impaired people  
UF partially sighted people  
UF blind people  
UF blindness

**visually impaired people (S)**

USE visual impairment

**volatile substance misuse (S)**

USE solvent misuse

**voluntary organisations (G)**

BT voluntary sector  
NT volunteers

**voluntary sector (G)**

BT government and social policy (\*top term - not used for indexing\*)  
NT charities  
NT voluntary organisations

**voluntary work (S)**

USE volunteers

**voluntary work and volunteering (S)**

USE volunteers

**volunteers (G)**

BT voluntary organisations  
UF voluntary work  
UF voluntary work and volunteering

**vulnerability (S)**

USE vulnerable adults

**vulnerable adults (G)**

- BT adults
- UF vulnerability
- UF vulnerable people
- UF at risk people
- SN Use for adults who are eligible to use services, embraces all client groups including people with learning difficulties or mental health problems, older people and disabled people.

**vulnerable children (G)**

- BT children
- UF at risk children
- SN Use for at risk children

**vulnerable people (S)**

- USE vulnerable adults

**wages (G)**

- BT personal finance
- UF earnings
- UF pay
- UF salaries

**waiting lists (G)**

- BT social care provision

**war (G)**

- BT international relations

**warden serviced housing (S)**

- USE sheltered housing

**wardens (G)**

- BT care workers

**wardship (G)**

- BT families, children and young people (\*top term - not used for indexing\*)
- RT guardianship

**welfare benefits (S)**

- USE benefits

**welfare rights services (S)**

- USE advice services

**welfare state (G)**

BT social welfare

**Welsh Assembly (S)**

USE National Assembly for Wales

**whistleblowing (G)**

BT employment

**wifebeating (S)**

USE domestic violence

**Williams syndrome (G)**

BT learning disabilities

**witnesses (G)**

BT legal proceedings

NT child witnesses

NT expert witnesses

**women (G)**

BT gender

RT mothers

UF females

RT female genital mutilation

RT feminist theory

**work load (S)**

USE workload

**work sharing (S)**

USE job sharing

**working hours (G)**

BT conditions of employment

NT flexible working

NT job sharing

NT part time work

UF staff rotas

**workload (G)**

BT social work methods

NT caseload

UF work load

UF workload management

**workload management (S)**

USE workload

**writing therapy (G)**

BT psychotherapy

**young adult offenders (S)**

USE young offenders

**young adults (G)**

BT families, children and young people (\*top term - not used for indexing\*)

SN Use for 18-21 year olds.

**young carers (G)**

BT carers

SN Children and young persons under 18 who provide care, assistance and support to another family member.

**young offender institutions (G)**

BT secure accommodation

SN Institutions for 15-21 year-olds run by the Prison Service.

**young offenders (G)**

BT offenders

UF young adult offenders

RT young people

UF youth offenders

UF juvenile offenders

UF delinquency

RT supervision orders

**young onset dementia (S)**

USE early onset dementia

**young parents (S)**

USE teenage parents

**young people (G)**

BT families, children and young people (\*top term - not used for indexing\*)

UF adolescents

UF juveniles

UF teenagers

RT young offenders

RT gangs

SN Use for 11-17 year olds

**young sex offenders (G)**

- BT sex offenders
- UF juvenile sex offenders

**youth court proceedings (S)**

- USE youth courts

**youth courts (G)**

- BT law courts
- UF juvenile court proceedings
- UF juvenile courts
- UF youth court proceedings

**youth justice (G)**

- BT criminal justice
- NT youth offending teams
- UF juvenile justice

**youth offenders (S)**

- USE young offenders

**youth offending teams (G)**

BT youth justice

SN Multidisciplinary teams which work with young people aged between 10 - 18 who have become or are at serious risk of becoming involved in criminal activities.

**youth services (S)**

USE youth work

**youth social work (S)**

USE youth work

**youth treatment centres (S)**

USE custodial institutions

**youth work (G)**

BT social work

UF youth services

UF youth social work

## Guide to abbreviations

(G) - Go term or Preferred term. These terms are used for indexing material and can be used for searching the database.

(S) - Stop term or Non-preferred term. These terms are not used for indexing or searching the database.

(T) – Top term. This is the top term, or name, of a hierarchy. These terms are not used for indexing or searching the database.

BT - Broader term. Indicates the next level up in the hierarchy to which a term belongs.

NT - Narrower term. Useful for finding a more specific search term.

RT - Related term. Associative or related terms.

USE - Indicates the Go or Preferred term of a Stop term.

UF - Use for. Indicates the Stop term of a Go or a preferred term.

SN - Scope note. The scope note provides additional details about the topic term and clarifies how the term is used.



Social Care  
Institute for Excellence  
Goldings House

2 Hay's lane  
London SE1 2HB

tel 020 7089 6840  
fax 020 7089 6841  
textphone 020 7089 6893

[www.scie.org.uk](http://www.scie.org.uk)

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