

# DICTIONARY OF SOCIAL FIELD

Finnish – English

Sosiaalialan sanakirja • suomi – englanti

*Hilma*  
vammaisten maahanmuuttajien tukikeskus

Julkaisija:  
Vammaisten maahanmuuttajien  
tukikeskus Hilma  
Vammaisfoorumi ry  
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# Introduction

This glossary includes words and terms related to the social field. Work with persons with disabilities for example, is a part of the social field. Services within the social field include for example, guidance and care.

The glossary includes words and terms that a social welfare client would encounter. Social welfare entails those statutory services that the municipality arranges for people. Thus people residing in the municipality are clients of social welfare. Social welfare also includes certain special services, for example services for persons with severe disabilities and, social assistance or financial support.

Some words can stand for many things or the meaning of a word can depend on the context the word is used in. The meanings of the words are not included in this glossary, if they are not related to the social field. The Finnish word *hakea* can, for example, have several meanings: a concrete meaning “*to get something*” or the meaning “*to apply for something*” or “*to ask for something*”.

*A person gets food from the store.*

*A person applies for social assistance.*

In this glossary, the Finnish word *hakea* has the meaning apply for a service or a benefit from the authorities.

There are some model sentences of certain situations in this glossary. They are written in such a way that they stand out from the text, as were the above examples.

The glossary does not have detailed explanations of all the terms. For instance, there are different conditions for some of the benefits, which have not been mentioned here. More information is available in other simple language guides or the internet.

**AIKA – TIME:**

Time means a moment in time when something takes place.

**ajanvaraus – to make an appointment:**

A client makes an appointment in advance for example, by phone.

**vastaanottoaika – appointment:**

An appointment is a time when the client and the professional meet.

*The doctor's appointment is on Mondays from 2 to 3 p.m.*

**AMMATTI – PROFESSION:**

A profession is the name of a job.

A public health nurse or a cleaner is, for example, a profession.

**ammattitutkinto – vocational degree:**

A vocational degree is proof that a person has the required skills for a certain profession. For a vocational degree a student attends vocational school where he or she will qualify for a profession.

**APU – HELP:**

Help means assistance or support.

*A person receives help because of,  
for example, an illness.*

**avustaa – to assist:**

To assist means that a person helps another person.

**avuntarve – need for assistance:**

The need for assistance occurs when a person needs help for example, to get around.

**avuntarpeen arviointi**

**– evaluation of the need for assistance:**

Professionals evaluate together with the client how much he or she needs help for example, to live independently.

**henkilökohtainen avustaja – personal assistant:**

A personal assistant is a person who for example, helps a person with a disability in his or her daily activities, such as getting around.

**apuväline – aid:**

An aid is an instrument that helps a person for example, to move around.

*A cane is an aid.*

**ASIAKAS – client:**

A client is a person who receives services or products. When a person goes for example, to the health center, he or she is a client at the health center.

**ASIAKIRJA (dokumentti) – DOCUMENT:**

A document is a written record that describes the authorities' decision, order or other matter.

**ASUMISAIKAVAATIMUS**

**– RESIDENCY PERIOD REQUIREMENT:**

A residency period requirement is a certain period that a person has to reside in Finland before he or she can receive certain benefits.

*An immigrant has to reside in Finland  
for at least three years*

*before he or she can receive disability allowance.*

**EDUSTAJA – REPRESENTATIVE:**

A representative is a person who represents his or her underage child or takes care of the child's affairs, such as money and housing.



**EDUNVALVOJA – GUARDIAN:**

A guardian is a person who takes care of another person's rights if they are not able to do it themselves.

**ELÄKE – PENSION:**

A pension means financial support for example, after your working years.

A person who no longer works because of old age or disability receives a pension.

*A person is retired when he or she no longer works.*

**työeläke – earnings-based pension:**

An earnings-based pension is money that accumulates by working and that you receive after your working years.

**työkyvyttömyyseläke – disability pension:**

A disability pension is money that a person, who is not able to work because of illness or disability, receives.

**ELÄMÄNHALLINTA – LIFE MANAGEMENT:**

Life management means that a person can control his or her own life and influence it.

## **ERITYISOPPILAITOS – SPECIAL EDUCATION**

### **INSTITUTION:**

A special needs school is a school meant for students who need a lot of support.

Young persons with disabilities can, for example, study in a special needs school where they receive help and support.

## **ESTEETTÖMYYS, ESTEETÖN**

### **– ACCESSIBILITY, ACCESSIBLE:**

Accessibility means that products, services and the surroundings function easily.

Also, persons with disabilities are able to use them.

*The surroundings are accessible if they are easily accessible for example, by a wheelchair.*

## **HAKEA – TO APPLY:**

To apply means that a person asks or appeals for something, for example a service or aid.

*A client can apply for a rehabilitation subsidy from Kela – The Social Insurance Institution of Finland.*

### **hakemus – application:**

An application is a document or a form with which a person asks for some service in writing.

**hakuaika – application period:**

An application period is a time period when an application has to be delivered somewhere for example by mail.

*The application has to be submitted on the last application day by 4 p.m.*

**hakulomake – application form:**

An application form is a form with which a person asks for some service or benefit in writing.

*The client applies for a benefit with an application form.*

**HARKINTA – DISCRETION:**

Discretion means evaluation or that something is being considered.

*A person considers what he or she wants to study.*

**harkinnanvarainen palvelu – discretionary service:**

A discretionary service means that not all people can get a certain service.

The authorities consider and decide whether a person needs a service for example, rehabilitation.

**HOITOSUUNNITELMA – TREATMENT PLAN:**

A treatment plan is a plan made by professionals when a person needs treatment for example, for an illness.

The plan is made according to the person's symptoms and situation.

**HUOLTAJA – CUSTODIAN:**

A custodian is a person who is responsible for a minor's management, upbringing, supervision and care.

**HYVÄSIKÄYTTÖ – EXPLOITATION:**

Exploitation means that a person abuses his or her position and for example, hurts another person.

**HÄIRINTÄ – HARASSMENT:**

Harassment means that a person constantly behaves wrongly towards another person for example by oppressing or insulting him or her.

A person can insult another by either saying something unpleasant or by doing something negative.

**IHMISOIKEUDET – HUMAN RIGHTS:**

Human rights are general rights  
which belong to all people.

Freedom of speech is for example, such a right.

**ITSEMÄÄRÄMISOIKEUS, ITSENÄISYYS –  
AUTONOMY, INDEPENDENCE:**

Autonomy means that a person has the right  
to decide over his or her own life and  
make his or her own decisions.

Independence means that  
a person is not dependent on other people.  
A person can independently make decisions.

**JÄRJESTÖ – ORGANIZATION:**

An organization means a community  
which can include people or other communities.

An organization has an aim on behalf of which it acts.

*The Finnish Federation of the Visually Impaired is an  
organization which forwards the cause of the visually  
impaired.*

**KELA – THE SOCIAL INSURANCE INSTITUTION  
OF FINLAND:**

Kela is short for the Finnish word Kansaneläkelaitos –  
The Social Insurance Institution of Finland.

It provides for the basic security  
in different life situations of people  
who reside in Finland.

Kela pays for example, different benefits,  
like child benefit.

**KOTOUTUMINEN – INTEGRATION:**

Integration means that an immigrant integrates or  
adjusts to the new society and surroundings  
he or she has arrived to. The goal of  
integration is for example,  
that an immigrant learns a new language, gets to know  
his or her new surroundings and finds a job.

**kotoutumissuunnitelma – integration plan:**

The authorities and the client make a plan together  
which will help integration or adjustment to the new  
surroundings.

The plan may include for example  
a course in Finnish or on-the-job training.

**kotoutumistuki – integration allowance:**

Integration allowance means money that the immigrant receives during the integration plan.

**KULJETUSPALVELU – TRANSPORTATION SERVICE:**

Transportation service means that transportation is arranged for the client if he or she is not able to use public transportation.  
*A seriously disabled person can get transportation for example, with a taxi to the workplace or study place.*

**KUNTA – MUNICIPALITY:**

A municipality is a certain geographical area where people live. A municipality also means the authorities which arrange the services for the municipality's residents.

All Finnish people live in some municipality or they are residents of a municipality.

A municipality can also be a city.

*A place of domicile is the municipality where a person permanently resides.*

**KUNTOUTUMINEN – RECOVERY:**

Recovery means that a person gets the means to pull through a difficult situation in life.

With the help of recovery a person can get the strength to go back to work.

**KUNTOUTUS – REHABILITATION:**

The meaning of rehabilitation is to promote many things, such as that a person feels good, can manage life independently and is able to work. Rehabilitation is a structured action. A course which helps a person to get a job can for example, be rehabilitation.

**kuntoutussuunnitelma – rehabilitation plan:**

Every rehabilitation client gets an own, personal plan for rehabilitation.

It specifies what kind of services the person needs.

The plan can include for example, guidance which helps the person get through everyday actions.

**LAKI – LAW:**

A law is a decree given by the parliament which every authority and every person residing in Finland have to comply with.



A law can designate for example, who has the right to certain services or what kind of services the municipality has to provide for example, to immigrants.

*The integration law forwards immigrants' integration, equality and freedom of choice.*

**lakisääteinen – statutory:**

Statutory means that for example, a service or benefit is based on the law and that all authorities and people have to abide by this law.

*An annual leave, for example, is statutory or the law dictates that an employee deserves a holiday according to his or her period of employment.*

**LÄHESTYMISKIELTO – RESTRAINING ORDER:**

A person is not allowed to contact or approach another person if the police or court has given such an order.

**LÄÄKÄRINTODISTUS – DOCTOR'S CERTIFICATE:**

A doctor's certificate is a document written by a doctor and a certificate of that a person has an illness or a disability.

*If a person is absent from work because for example, of a fever he or she has to deliver to his or her employer a doctor's certificate.*

**MAKSU – FEE:**

A fee means such costs that the client has from products or services that he or she uses.

*Dental care at the municipal health center is subject to a fee for over 18 year olds. The client will pay the fee him or herself.*

**maksusitoumus – financial obligation:**

A financial obligation is a document that the service organizer gives to the client. The service organizer commits to paying for the service. The client does not have to pay for the service him or herself.

*A person gets a financial obligation for rehabilitation from the municipality.*

**MASENNUS – DEPRESSION:**

Depression is a mental disorder. One of its symptoms is generally severe and long-lasting low spirits. Depression may arise for example, from a difficult situation in life.

**MIELENTERVEYS – MENTAL HEALTH:**

Mental health refers to the emotional well-being of a person. When a person feels good, he or she can influence his or her own life and is able to take care of him or herself.

**mielementerveystyö – mental health work:**

Mental health work refers to such services with the help of which people's mental health is maintained.

Professionals do work with the purpose of preventing mental problems.

Mental health work also entails treatment and rehabilitation when a person has fallen ill for example, with depression.

**MONIAMMATILLISUUS – MULTIPROFESSIONALISM:**

Multiprofessionalism means cooperation between employees from different occupational groups. For example in a school, a teacher, a nurse and a school welfare officer can together be a part of a multiprofessional collaboration.

## **MONIKULTTUURISUUS, MONIKULTTUURINEN**

### **– MULTICULTURALISM, MULTICULTURAL:**

Multiculturalism is an encounter of different cultures and the interaction between them.

Every person is a representative of his or her own culture. Culture includes, amongst other things, customs and the language a person speaks as his or her first language. When this person meets the representative of another culture, a multicultural reciprocal situation develops, where the cultures of both persons are involved.

*With the help of multiculturalism you can better understand other cultures and the world.*

## **NEUVO – ADVICE:**

An advice is a recommendation with the help of which a person can for example, act in a situation.

*Parents can ask for advice  
on how to take care of a baby.*

### **neuvoa – to advice:**

To advice means that somebody gives instructions.

*The nurse advises the parents  
on how to take care of the baby.*

**neuvola – health clinic:**

A health clinic is a public health service that provides people with advice and instructions. A child health clinic follows the health and development of children. You can receive advice on childcare and parenthood there. Family services help families in difficult situations for example, when the parents are getting a divorce.

**OIKEUS – RIGHT:**

A right means permits and possibilities which belong to people for example, because they reside in Finland. *In Finland, everybody has the right to study.*

**perusoikeudet – basic rights:**

Basic rights are rights that belong to everybody. These rights are written in the constitution. *In Finland, everybody has the right to his or her own language and culture.*

**subjektiivinen oikeus – subjective right:**

A subjective right means that a person can receive some services and benefits, if he or she fulfils the requirements for them.

*A seriously disabled person has the right to personal assistance at and outside home.*

**ihmisoikeudet – human rights:**

Human rights are rights that belong to everybody and have been defined by international agreements and declarations. Human rights belong to everybody everywhere in the world. The right to a language and culture of one's own and to freedom of speech are, for example, human rights.

*Everybody has the right to express their opinions.*

**OIRE – SYMPTOM:**

A symptom is a sign of an illness which manifests itself for example, physically.

*The snuffles and a sore throat are symptoms of the common cold.*

**OMAINEN – RELATIVE:**

A relative is a member of one's own family or near relation.

**omaishoitaja – informal carer:**

An informal carer is a person who takes care of a relative or a close person in a home environment.

The informal carer has to make an agreement with the local authorities about the care.

**omaishoitosopimus – informal care agreement:**

The informal carer and the local authorities make an agreement on that a person takes care of his or her relative in a home environment.

**omaishoidon tuki – informal care support:**

The informal carer gets informal care support for caring for his or her relative.

The support includes a fee for the informal carer and days off. The support also includes services, like rehabilitation, of the person being cared for.

**PALVELU – SERVICE:**

Service means the help a person can receive for example, for living or moving around.

The meaning of the services is to help people so they can live an independent life and be active participants in society.

A person can apply for services for example, from the local authorities.

*A seriously disabled person can get transportation service so he or she can go to his or her place of work or study.*

**palvelujärjestelmä – service system:**

A service system includes all the services the municipality or government offers people.

**palveluohjaus – service guidance:**

The authorities put together all information on services and benefits that the client can get. The authorities also advise the client on how the client can apply for and use the services.

**palvelusuunnitelma – service plan:**

The authorities and the client make a service plan together. In the plan, those services and benefits, that he or she needs to manage the daily activities, are recorded. The client's situation in life and his or her own wishes are taken into account in the plan.

**PERHETYÖ – FAMILY WORK:**

Family work means that professionals support and help families with children with matters that relate to for example, the children's care and education, or the everyday life of the family. The goal of family work is for example, to help the parents have some control over the family's daily life.



**PERUSHOITO – BASIC CARE:**

Basic care is taking care of the patient's basic needs, such as hygiene and eating.

**PSYKOLOGI – PSYCHOLOGIST:**

A psychologist is a professional who helps and guides when a person him- or herself is not able to handle difficult matters.

Psychologists work for example, in health centers, in schools and at health clinics.

*The psychologist at the health center helps patients who are in a difficult situation in life.*

**PSYKIATRI – PSYCHIATRIST:**

A psychiatrist is a specialist in diseases of the mind.

A psychiatrist can for example, prescribe medication if the patient is depressed.

**PÄIHDE – DRUG, INTOXICANT:**

A drug is an intoxicating substance.

For example, alcohol and narcotics are drugs.

**päihdehuolto – substance abuse care:**

Substance abuse care is services with which we try to prevent drug related problems. The aim of substance abuse care is to help people who abuse drugs. Their next of kin can also get help.

**päihdetyö – substance abuse work:**

Substance abuse work means that professionals promote in many ways people's wellbeing and healthy life without drugs. Substance abuse work includes treatment and rehabilitation for substance abusers.

**PÄIVÄHOITO – DAY CARE:**

Day care means that a child is taken to day care when the parents are at work. The child receives care, education and teaching in a safe environment.

**päiväkoti – day care center, kindergarten:**

A day care center is a place where the child is in day care. In a day care center the child receives early education or a preschool education.

**PÄTEVYYS – QUALIFICATION:**

With qualification a person can work as a professional.  
Qualification can be obtained  
by either education or working.

*A nurse graduates from a polytechnic  
and receives the qualification to work as a nurse.*

**RESEPTI – PRESCRIPTION:**

A prescription is written by a doctor.

*A client can buy medication  
when he or she shows the prescription at the pharmacy.*

**ROKOTE – VACCINE:**

A vaccine is a medicine  
which creates resistance to a disease.  
The vaccine stops the disease from transmitting  
to a person.

*At the health clinic, children are given a vaccine  
against for example, pneumonia.*

**RUOKAVALIO – DIET:**

A diet means the foods a person eats every day.

*A healthy diet consists of diverse foodstuffs.*

**erityisruokavalio – special diet:**

A special diet means that a person's diet does not consist of some foodstuff he or she cannot eat because of an allergy or a disease.

*If a person has celiac disease he or she cannot eat certain cereals, such as wheat, rye and barley.*

**allergia – allergy:**

An allergy means that a person gets symptoms from a certain foodstuff and cannot eat it.

*A person is allergic to eggs.*

**SAAVUTETTAVUUS – ACCESSIBILITY:**

Accessibility means that a product or a service is easy to use and that it is equal for all users.

For example, simple language websites are easy to read and use.

**SAIRAUS – DISEASE:**

A disease is an illness.

**muistisairaus – memory disease:**

A memory disease is an illness which weakens the memory.

If a person has a memory disease he or she has difficulties to remember things and to take care of everyday matters. Normally, a memory disease manifests itself when people get older.

**pitkäaikaissairaus – chronic disease:**

A chronic disease means that the disease is constant and long-lasting.

For example, diabetes is a chronic disease.

**SALASSAPITOVOLLISUUS – SECRECY OBLIGATION:**

Secrecy obligation means that the authorities cannot reveal a person's information to outside people or quarters.

**SELKOKIELI – SIMPLE LANGUAGE:**

Simple language is a language which is easy to understand. It uses short sentences and familiar words. Plain language is meant for people who find it difficult to understand and read standard language. Websites or brochures can be written in simple language, for example.

*The benefits of Kela are described briefly and clearly in Kela's simple language brochures.*

**SOSIAALIHUOLTO, SOSIAALITYÖ – SOCIAL WELFARE, SOCIAL SERVICES:**

Social welfare means a social action that sees to that people residing in Finland get by.

Social welfare organizes social services.

Social welfare also includes special services for disabled people.

Social welfare services are statutory and organized by the municipality.

*In Helsinki, social services are organized by the Social Services Department of the City of Helsinki.*

*It is responsible for example, for the organization of child day care.*

**sosiaalipalvelu – social service:**

A social service is a service that belongs to social welfare.

The purpose of the services is that people feel well and can tackle their everyday life.

Problems caused by for example, unemployment or poverty can be prevented and rectified by social services. The services can include for example, guidance and counselling.

*The integration services for immigrants are social services.*

**sosiaaliturva – social security:**

Social security means that people get a living and care in all situations in life.

In Finland, social security is founded on a person living permanently in Finland or him or her working in Finland. For example, a resident of a municipality is entitled to social services.

**sosiaaliamies – social ombudsman:**

A social ombudsman is a professional at the municipality who advises social welfare clients or people who use social welfare services.

The social ombudsman can for example, help a client who is not satisfied with the treatment he or she has received.

**sosiaalityö – social work:**

The meaning of social work is to support social welfare and improve social circumstances. The professionals who do social work help people who are in a difficult situation in life.

**SYRJÄ, SYRJINTÄ – DISCRIMINATE, DISCRIMINATION:**

Discrimination is when somebody acts unfairly towards another person because for example, a person's religion or disability.

*An employer cannot discriminate against a job applicant because for example, his or her language or gender.*

**SYRJÄYTYÄ – BE MARGINALISED:**

When a person is marginalised he or she ends up outside the society. For example, an unemployed person is in danger of being marginalised.

**SÄÄNNÖLLINEN – REGULAR:**

A regular matter is repeated often or happens with certain intervals.

*People go to work every day.  
The meetings are held twice yearly.*

**TASA-ARVO – EQUALITY:**

Equality means that all people have the same rights and human dignity.

*The employees are equal at the workplace.  
They cannot be put in an unequal position based for example, on age or gender.*



**TERAPIA – THERAPY:**

Therapy is treatment given by professionals to treat an illness or a disability.

In therapy, the patient and the professional for example, discuss the patient's problems.

**seksuaaliterapia – sexual therapy:**

In sexual therapy the person's problems regarding his or her sexual life and emotions are treated.

**toimintaterapia – occupational therapy:**

The aim of occupational therapy is to support the person's ability to manage independently in his or her everyday life.

**fysioterapia – physiotherapy:**

Physiotherapy is rehabilitation which advances and maintains the person's physical ability to move and function.

**kriisiterapia – crisis therapy:**

In crisis therapy a person gets support in a sudden crisis or an otherwise traumatic situation.

**TOIMINTAKYKY – FUNCTIONAL ABILITY:**

Functional ability indicates how a person can take care of him- or herself and manages at work and in his or her free time.

**psyykkinen toimintakyky** – mental functional ability:

Mental functional ability indicates how a person can take care of him- or herself and manages for example, at work.

**fyysinen toimintakyky** – physical functional ability:

Physical functional ability indicates how the body moves and how it acts.

**toimintarajoite** – functional restriction:

A functional restriction means that a person has for example difficulties to move.

**TYÖ** – WORK:

Work is a task an employee performs which he or she receives a salary for.

**tuettu työllistyminen** – supported employment:

Supported employment means that the employee works at a normal workplace. He or she has an employment trainer to help him or her with work and work related matters.

**työvoimakoulutus** – labour market training:

With the help of labour market training an employee can maintain his or her professional skills and learn new skills needed in working life.

Labour market training is meant for people of working age and for unemployed jobseekers so that they would be able to enter working life.

**työkyky – work ability:**

Work ability means that a person feels up to and is able to work according to his or her own strength.

**työharjoittelu – on-the-job training:**

An employee practises working, gets to know work life and improves his or her professional skills.

**työvalmentaja – employment planner:**

An employment planner is a professional who helps persons who find it difficult to get a job.

**TOIMEENTULO – INCOME:**

An income means that a person gets money and manages financially.

**toimeentuloturva – income security:**

Income security is a benefit which is a part of social security.

Its purpose is to ensure that a person gets money for essential expenses if his or her other income is low.

**toimeentulotuki – social assistance:**

Social assistance is money a person can receive when he or she does not receive money from anywhere else.

**TE-toimisto – Employment and Economic Development Office:**

From the Employment and Economic Development Office – TE Office you get job-related services, such as instructions for applying for a job.

**TULKKAUS – INTERPRETATION:**

Interpretation means that a language or message is translated into another language or into an otherwise understandable form.

**tulkki – interpreter:**

An interpreter is a professional who helps in situations where the client's language skills are not enough to take care of the matters.

An interpreter can for example, translate the authority's speech into the client's own language.

**tulkkipalvelu – interpreting service:**

An interpreting service is a service through which you can hire an interpreter.

**TURVAKOTI – SHELTER:**

A shelter is a place you can go to, to be safe, if there is violence in the family.

You can also go there if you find that there is a threat of violence at home.

**VAITIOLOVELVOLLISUUS**

**– NON-DISCLOSURE OBLIGATION:**

Non-disclosure obligation means that the authority cannot give a person's information to others.

**VAMMA – DISABILITY:**

A disability means that a person has some long-term restriction which reduces his or her functional ability. The disability can be a physical or intellectual restriction or it can be sense-related.

**synnynnäinen vamma – congenital disability:**

A congenital disability is a disability that a person has had since birth.

**traumaperäinen vamma – traumatic disability:**

A traumatic disability is a disability which has developed sometime during life for example, in an accident.

**VAMMAINEN HENKILÖ**

**– A PERSON WITH A DISABILITY:**

A person with a disability is a person with for example a physical or intellectual disability or with a severe visual and/or hearing impairment.

**kehitysvammainen henkilö**

**– a person with an intellectual disability:**

A person with an intellectual disability is a person with difficulties to learn and understand things.

**liikuntavammainen henkilö**

**– a person with a physical disability:**

A person with a physical disability is a person with a disability that restricts movement.

**sokea tai näkövammainen henkilö**

**– a blind person or**

**a person with a visual impairment:**

A person with a visual impairment is a person who has a visual disability that restricts eyesight.

**kuuro tai kuulovammainen henkilö**

– a deaf or a hard of hearing person:

A deaf person or a hard of hearing person is a person who has a disability that restricts hearing.

**VAMMAISPALVELUT – DISABILITY SERVICES:**

Disability services are services organized by the municipality for persons with disabilities.

These services are a part of social welfare.

The purpose of disability services is that a person with a disability can live and function in the society on equal terms with other people.

**VAPAAEHTOINEN – VOLUNTEER, VOLUNTARY:**

A volunteer is a person who does something of his or her own free will.

A subject can also be voluntary, or not compulsory.

*It is voluntary to participate in the training.*

**vapaaehtoistyö – voluntary work:**

Voluntary work is work without pay.

**VALITTAA – TO APPEAL:**

To appeal means that a person demands a change or correction for example, to a decision he or she has received from the authorities.

**valitus – appeal:**

An appeal or a demand for rectification means that a person is appealing against a decision of the authorities if he or she is not satisfied with it.

*An appeal has to be made in writing.*

**valitusoikeus – right of appeal:**

A right of appeal means that a person has the right to demand a change to a decision if he or she is not satisfied with it.

**VELVOLLISUUS – DUTY:**

A duty is something – a matter or action – that has to be done for example, because it has been stipulated by the law.

*There is a general conscription in Finland which means that all men aged 18 to 60 have to take part in the defence of Finland.*

**VERO – TAX:**

A tax is an obligatory payment which is collected by the state or municipality.

Everybody pays tax automatically from their salary or other income.

Some benefits can, however, be tax-free.



For example, you do not have to pay tax from a disability allowance.

**verovähennys – tax deduction:**

A tax deduction means that a person has to pay less tax than normally. A person gets a tax deduction if he or she fulfils certain requirements.

*If a person has a mortgage for his or her own home, he or she can deduct the interests of the mortgage in taxation.*

**VERTAISTUKI – PEER SUPPORT:**

Peer support means that a person or a family gets support from a person or a group who has experience of a similar life situation.

**VIITTOMAKIELI – SIGN LANGUAGE:**

Sign language is spoken with gestures and signs. It is usually used by deaf persons or persons who cannot hear spoken language.

**VIRANOMAINEN – AUTHORITY:**

The authority means an institution or office that takes care of assignments from the state or municipality.

*The Social Insurance Institution of Finland – Kansaneläkelaitos or Kela is an authority.*

**VÄKIVALTA – VIOLENCE:**

Violence means hurting another person either emotionally or physically.

**henkinen väkivalta – emotional violence:**

Emotional violence means invalidating, demeaning or insulting another person. For example, calling another person names is emotional violence.

To threaten another person with violence is also emotional violence.

**fysinen väkivalta – physical violence:**

Physical violence means physically harming another person.

**lähisuhdeväkivalta – domestic violence:**

Domestic violence means that someone in the family acts violently against another family member.

**parisuhdeväkivalta – intimate partner violence:**

Intimate partner violence means that a partner acts violently against the other partner.

**YHDENVERTAISUUS – EQUALITY:**

Equality means that all people are equal and they have the same rights in life.

*In the eyes of the law all people are equal,  
and all people are treated the same.*

**YHTEISKUNTA – SOCIETY:**

A society is a certain geographical area that can be an independent country, such as Finland. People live in the society and various communities operate there, and they interact with each other.

A society has certain rules and goals according to which it acts.

*In the Finnish society  
services are paid with tax revenue.*



**VAMMAISFOORUMI** )  
Vammaisjärjestöjen yhteinen ääni