

## Equality Impact Assessment (EIA)

There were no concerns raised following the Equality Impact Assessment of the document in relation to the Trust meeting the diverse needs of our service, population and workforce. A copy of the EIA is available for reference.

### Equality and Diversity - Policy Screening Checklist

<b>Policy/Service Title: Policy on the Use of Unlicensed Medicinal Products</b>	<b>Directorate: Pharmacy</b>
<b>Name of person authoring policy: Tania Carruthers</b>	
<p><b>Aims/Objectives of policy:</b> This policy document describes the Trust policy for the prescribing, procurement and use of: unlicensed medicinal products (“specials” or “named-patient medicines”) and licensed medicinal products used in an unlicensed way (“off-label” use).</p> <p>It is of special importance to prescribers, to pharmacy staff, to governance leads and to patients. Standard pharmacy operating procedures (SOPs) exist to describe in detail the operation of this policy.</p>	

#### Policy Content:

- For each of the following check the policy/service is sensitive to people of different age, ethnicity, gender, disability, religion or belief, and sexual orientation?
- The checklists below will help you to see any strengths and/or highlight improvements required to ensure that the policy/service is compliant with equality legislation.

#### 1. Check for DIRECT discrimination against any group of SERVICE USERS:

Question: Does your policy/service contain any statements/functions which may exclude people from using the services who otherwise meet the criteria under the grounds of:	Response		Action required		Resource implication	
	Yes	No	Yes	No	Yes	No
1.1 Age?		X				
1.2 Gender (Male, Female and Transsexual)?		X				
1.3 Disability?		X				
1.4 Race or Ethnicity?		X				
1.5 Religious, Spiritual belief (including other belief)?		X				
1.6 Sexual Orientation?		X				
1.7 Human Rights: Freedom of Information/Data Protection		X				

If yes is answered to any of the above items the policy/service may be considered discriminatory and requires review and further work to ensure compliance with legislation.

#### 2. Check for INDIRECT discrimination against any group of SERVICE USERS:

Question: Does your policy/service contain any statements/functions which may exclude employees from operating the under the grounds of:	Response		Action required		Resource implication	
	Yes	No	Yes	No	Yes	No
2.1 Age?		X				

2.2	Gender (Male, Female and Transsexual)?		X				
2.3	Disability?		X				
2.4	Race or Ethnicity?		X				
2.5	Religious, Spiritual belief (including other belief)?		X				
2.6	Sexual Orientation?		X				
2.7	Human Rights: Freedom of Information/Data Protection		X				

If yes is answered to any of the above items the policy/service may be considered discriminatory and requires review and further work to ensure compliance with legislation.

**TOTAL NUMBER OF ITEMS ANSWERED 'YES' INDICATING DIRECT DISCRIMINATION = 0**

**3. Check for DIRECT discrimination against any group relating to EMPLOYEES:**

	Question: Does your policy/service contain any conditions or requirements which are applied equally to everyone, but disadvantage particular persons' because they cannot comply due to:	Response		Action required		Resource implication	
		Yes	No	Yes	No	Yes	No
3.1	Age?		X				
3.2	Gender (Male, Female and Transsexual)?		X				
3.3	Disability?	x		x			x
3.4	Race or Ethnicity?	x		x			x
3.5	Religious, Spiritual belief (including other belief)?		X				
3.6	Sexual Orientation?		X				
3.7	Human Rights: Freedom of Information/Data Protection	x		x			x

If yes is answered to any of the above items the policy/service may be considered discriminatory and requires review and further work to ensure compliance with legislation.

**4. Check for INDIRECT discrimination against any group relating to EMPLOYEES:**

	Question: Does your policy/service contain any statements which may exclude employees from operating the under the grounds of:	Response		Action required		Resource implication	
		Yes	No	Yes	No	Yes	No
4.1	Age?		X				
4.2	Gender (Male, Female and Transsexual)?		X				
4.3	Disability?	x		x			x
4.4	Race or Ethnicity?	x		x			x
4.5	Religious, Spiritual belief (including other belief)?		X				
4.6	Sexual Orientation?		X				
4.7	Human Rights: Freedom of Information/Data Protection	x		x			x

If yes is answered to any of the above items the policy/service may be considered discriminatory and requires review and further work to ensure compliance with legislation.

**TOTAL NUMBER OF ITEMS ANSWERED 'YES' INDICATING INDIRECT DISCRIMINATION = 6**

Signatures of authors / auditors:  
Tania Carruthers

Date of signing:  
6/7/09

## Equality Action Plan/Report

**Directorate: Pharmacy**

**Service/Policy: Policy on the use of Unlicensed or Off-label Medicinal products in adults & children**

**Responsible Manager: T Carruthers**

**Name of Person Developing the Action Plan: Tania Carruthers**

**Consultation Group(s): Pharmacy Staff**

**Review Date: June 2011**

The above service/policy has been reviewed and the following actions identified and prioritised. All identified actions must be completed by: \_\_\_\_\_

<b>Action:</b>	<b>Lead:</b>	<b>Timescale:</b>
Improve/increase consultation:  Staff to be aware of patient communication needs in relation to disability , Race/ethnicity. These are linked to Human Rights.	Tania Carruthers  (E & D provide & advertise training dates)	31.8.09
Training/Awareness Raising/Learning:  Disability and Human rights training is recommended for all Staff to increase their knowledge and understanding of Individual patients who may not able to communicate without Appropriate support e.g. interpreting/sign language etc.	Tania Carruthers  (E & D provide & advertise training dates)	31.8.09
Review date of policy/service and EIA: this information will form part of the Governance Performance Reviews	T Carruthers	July 2011
If risk identified, add to risk register. Complete an Incident Form where appropriate.	NIL identified	

**When completed please return this action plan to the Trust Equality and Diversity Lead; Pamela Chandler or Jane Turvey. The plan will form part of the quarterly Governance Performance Reviews.**

Signed by Responsible Manager:

Tania Carruthers

Date:

6/7/09