

Attachment 3 Equality and Diversity – Policy Screening Checklist

Policy/Service Title: Flagging of electronic Health Records where Safeguarding Concerns are Identified policy				Directorate: Corporate Nursing			
Name of person/s developing policy; Lorraine Longstaff							
Aims/Objectives of policy: The purpose of the policy is to ensure effective management of the process for flagging the electronic record of Adults where safeguarding concerns have emerged and to ensure that this information is readily available to all Trust staff involved in assessment and clinical care							
Policy Content: <ul style="list-style-type: none"> • 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:		1.1 Response		Action required		1.2 Resource implication	
		Yes	1.3 No	Yes	No	Yes	No
1.1	Age?	✓		✓			✓
1.2	Gender re-assignment?		✓		✓		✓
1.3	Disability?		✓		✓		✓
1.4	Race or Ethnicity?		✓		✓		✓
1.5	Religion or belief (including lack of belief)?		✓		✓		✓
1.6	Sex?		✓		✓		✓
1.7	Sexual Orientation?		✓		✓		✓
1.8	Marriage & Civil partnership?		✓		✓		✓
1.9	Pregnancy & Maternity?		✓		✓		✓
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 people from using the services under the grounds of:		1.4 Response		Action required		1.5 Resource implication	
		Yes	1.6 No	Yes	No	Yes	No
2.1	Age?	✓		✓			✓
2.2	Gender re-assignment?		✓		✓		✓
2.3	Disability?		✓		✓		✓
2.4	Race or Ethnicity?		✓		✓		✓
2.5	Religion or belief (including lack of belief)?		✓		✓		✓
2.6	Sex?		✓		✓		✓
2.7	Sexual Orientation?		✓		✓		✓
2.8	Marriage & Civil partnership?		✓		✓		✓
2.9	Pregnancy & Maternity?		✓		✓		✓
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 =							
3. Check for DIRECT discrimination against any group relating to EMPLOYEES:							
Question: Does your policy/service contain any statements which may exclude employees from implementing the service/policy under the grounds of:		1.7 Response		Action required		1.8 Resource implication	
		Yes	1.9 No	Yes	No	Yes	No
3.1	Age?		✓		✓		✓
3.2	Gender re-assignment?		✓		✓		✓
3.3	Disability?		✓		✓		✓
3.4	Race or Ethnicity?		✓		✓		✓
3.5	Religion or belief (including lack of belief)?		✓		✓		✓
3.6	Sex?		✓		✓		✓
3.7	Sexual Orientation?		✓		✓		✓
3.8	Marriage & Civil partnership?		✓		✓		✓
3.9	Pregnancy & Maternity?		✓		✓		✓
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 conditions or requirements which are applied equally to everyone, but disadvantage particular persons' because they cannot comply due to:		1.10 Response		Action required		1.11 Resource implication	
		Yes	1.12 No	Yes	No	Yes	No
4.1	Age?		✓		✓		✓
4.2	Gender re-assignment?		✓		✓		✓
4.3	Disability?		✓		✓		✓
4.4	Race or Ethnicity?		✓		✓		✓
4.5	Religion or belief (including lack of belief)?		✓		✓		✓
4.6	Sex?		✓		✓		✓
4.7	Sexual Orientation?		✓		✓		✓
4.8	Marriage & Civil partnership?		✓		✓		✓
4.9	Pregnancy & Maternity?		✓		✓		✓
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 =							

Signature of author Lorraine Longstaff

Date 07.06.12

Equality Action Plan/Report

Directorate: Corporate Nursing

Policy: Flagging of electronic Health Records where Safeguarding Concerns are Identified policy

Responsible Manager: Sam Foster

Name of Person Developing the Action Plan: Lorraine Longstaff

Consultation Group(s): Safeguarding adults steering group, Information Governance Committee

Review Date:

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

Action:	Lead:	Timescale:
A Childrens flagging of electronic health records is to be developed	Jackie Edwards (Head Nurse)	Completed

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.