South Eastern Health and Social Care Trust

Equality, Good Relations and Human Rights Screening Template

Completed Screening Templates are public documents and will be posted on the Trust's website

See Guidance Notes for further background information on the relevant legislation and for help in answering the questions on this template (follow the links).

(1) Information about the Policy/Proposal

(1.1) Name of the policy/proposal

Hospitals Admissions Policy

(1.2) Is this a new, existing or revised policy/proposal?

Revised

What is it trying to achieve (intended aims/outcomes)?

This policy provides direction on the admission process to ensure safe and timely access to hospitals within the South Eastern Health and Social Care Trust (the Trust).

(1.4) Are there any Section 75 categories (see list in 3.1) which might be expected to benefit from the intended policy/proposal?

N/A

(1.5) Who owns and who implements the policy/proposal - where does it originate, for example DHSSPS, HSCB?

South Eastern Health & Social Care Trust

(1.6) Are there any factors that could contribute to/detract from the intended aim/outcome of the policy/proposal/decision? (Financial, legislative or other constraints?)

None

(1.7) Who are the internal and external stakeholders (actual or potential) that the policy/proposal/decision could impact upon? (staff, service users, other public sector organisations, , trade unions, professional bodies, independent sector, voluntary and community groups etc)

Patients/Clients and their families

Staff

Carers

Service / Healthcare Providers

Voluntary providers eg red cross

(1.8) Other policies with a bearing on this policy/proposal (for example regional policies) - what are they and who owns them?

The Handbook of Good Practice for Effective Waiting List Management
Code of Practice on Protecting the Confidentiality of the Service User
Ethnic Minority Handbook
Mental Capacity Act Northern Ireland (2016)
Code of Practice on Deprivation of Liberty Safeguards (DOLS) (Nov 2017)
Policy for the Discharge of Patients from SET Hospitals
Policy on Management of Nurse Led Facilitated Discharge
Trust Escalation Plan
Patient Identification Policy
Policy for Transfer of Patient Internal and External to the South Eastern trust
Policy for Patient Flow Throughout the Acute Sites in South Eastern Trust
Northern Ireland Regional infection prevention and control Manual Infection Prevention & Control Guideline for Patient Placement and Prioritisation for side room isolation in Hospital.
http://iconnect/Policy%20Documents/SETGuide1422015.pdf

Age Appropriate Care Policy

Patient information directory

Non designated bed protocol

(2) Available evidence

Evidence to help inform the screening process may take many forms. What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for relevant Section 75 categories.

Details of evidence/information
N/A

(3) Needs, experiences and priorities

(3.1) Taking into account the information above what are the different needs, experiences and priorities of each of the Section 75 categories and for both service users and staff.

Category	**Needs, experiences and priorities**	
	Service users	***Staff***
Gender	N/A	N/A
Age	N/A	N/A
Religion	N/A	N/A
Political Opinion	N/A	N/A
Marital Status	N/A	N/A
Dependent Status	N/A	N/A
Disability	N/A	N/A
Ethnicity	Interpreting Services used for those who are not proficient in English	
Sexual Orientation	N/A	N/A

(3.2) Provide details of how you have involved stakeholders, views of colleagues, service users and staff etc when screening this policy/proposal.

Trust wide electronic consultation process and numerous consultation with lead nurse

(4) Screening Questions

You now have to assess whether the impact of the policy/proposal is major, minor or none. You will need to make an informed judgement based on the information you have gathered.

(4.1) What is the likely impact of equality of opportunity for those affected by this policy/proposal, for each of the Section 75 equality categories?			
Section 75 category	***Details of policy/proposal impact***		***Level of impact? Minor/major/none***
	Services Users	***Staff***	
Gender			None
Age			None
Religion			None
Political Opinion			None
Marital Status			None
Dependent Status			None
Disability			None
Ethnicity			None
Sexual Orientation			None

(4.2) Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?	
Section 75 category	***Please provide details***
Gender	Engagement with staff
Age	Engagement with staff
Religion	Engagement with staff
Political Opinion	Engagement with staff
Marital Status	Engagement with staff
Dependent Status	Engagement with staff
Disability	Engagement with staff
Ethnicity	Engagement with staff
Sexual Orientation	Engagement with staff

(4.3) *To what extent is the policy/proposal likely to impact on good relations between people of different religious belief, political opinion or racial group? minor/major/none*		
Good relations category	***Details of policy/proposal impact***	***Level of impact Minor/major/none***
Religious belief		None.

Political opinion		None.
Racial group		None.

(4.4) Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?	
Good relations category	***Please provide details***
Religious belief	The Trust remains committed to embracing diversity, promoting good relations and challenging sectarianism and racism to ensure service users and staff enjoy equality of opportunity and access to health and social care in a welcoming and safe environment. The Trust has an ongoing strategy of staff training and awareness raising.
Political opinion	As above.
Racial group	Where required interpreters will be provided As above

(5) Consideration of Disability Duties

(5.1) How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people?
• The Trust Disability Action plan 2018-2023 promotes these two duties ○

(6) Consideration of Human Rights

(6.1) Does the policy/proposal affect anyone's Human Rights?
Complete for each of the articles

Article	Positive impact	Negative impact = human right interfered	Neutral impact

		with or restricted	
Article 2 – Right to life			✓
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment			✓
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour			✓
Article 5 – Right to liberty & security of person			✓
Article 6 – Right to a fair & public trial within a reasonable time			✓
Article 7 – Right to freedom from retrospective criminal law & no punishment without law			✓
Article 8 – Right to respect for private & family life, home and correspondence.			✓
Article 9 – Right to freedom of thought, conscience & religion			✓
Article 10 – Right to freedom of expression			✓
Article 11 – Right to freedom of assembly & association			✓
Article 12 – Right to marry & found a family			✓
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights			✓
1st protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property			✓
1st protocol Article 2 – Right of access to education			✓

Please note: If you have identified potential negative impact in relation to any of the Articles in the table above, speak to your line manager and/or Equality Unit. It may also be necessary to seek legal advice.

(6.2) Please outline any actions you will take to promote awareness of human rights and evidence that human rights have been taken into consideration in decision making processes.

The Mental Capacity Act (MCA) 2016

(7) Screening Decision

(7.1) Given the answers in Section 4, how would you categorise the impacts of this policy/proposal?

Major impact	
Minor impact	
No impact	✓

(7.2) Do you consider the policy/proposal needs to be subjected to ongoing screening

Yes	
No	✓

(7.3) Do you think the policy/proposal should be subject to and Equality Impact Assessment (EQIA)?

Yes	
No	✓

South Eastern Health and Social Care Trust

(7.4) Please give reasons for your decision and detail any mitigation considered.

This is a review of a current policy

No impact detected on any of the S75 groups.

(8) Monitoring

Please detail how you will monitor the effect of the policy/proposal for equality of opportunity and good relations, disability duties and human rights?

Compliance with this policy will be monitored by the department managers, patient flow team and control room function and any non-compliance, near miss and incidents reported to relevant Enablers/managers for action and learning

Approved Lead Officer: E Campbell

Position: Governance lead

Date: 14/01/2026

Policy/proposal screened by: E Campbell

Please forward completed schedule to:

Susan Thompson
Equality Manager
Lough House, Ards Hospital
Newtownards
BT23 4AS
Telephone: 028 9151 2177

Kathey Neill
Equality Officer
Lough House, Ards Hospital
Newtownards
BT23 4AS
Telephone: 028 9151 2122

South Eastern Health and Social Care Trust

Textphone: 028 9151 0137
e: susan.thompson@setrust.hscni.net

Textphone: 028 9151 0137
e: kathey.neill@setrust.hscni.net