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

Supporting Staff Involved in Incidents

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

Existing

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

The objective of this policy is to ensure all staff are aware of the arrangements for seeking support when involved in incidents, complaints, claims or investigations.

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

This will benefit all staff in terms of knowing where to seek support when involved in incidents, complaints, claims or investigations.

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

Owned by Chief Executive and Office of the Medical Director SET

(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?)

No

(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)

This policy will apply and potentially impact all staff employed within the Trust, including bank, agency and locum workers, volunteers and those on work experience.

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

Adverse Incident Policies

(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
Supporting Staff Involved in Incidents, Complaint, Claims and Coroner's Inquests Policy

(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	**This policy is designed to meet the needs of both men and women**	**This policy is designed to meet the needs of both men and women**
Age	**This policy is designed to meet the needs of all ages**	**This policy is designed to meet the needs of all ages**
Religion	**This policy is designed to meet the needs of service users of all religions. The**	**This policy is designed to meet the needs of staff of all religions. The Trust will take**

	Trust will take into account differing religious opinions	**into account differing religious opinions**
Political Opinion	**This policy is designed to meet the needs of service users of all political opinions**	**This policy is designed to meet the needs of staff of all political opinions**
Marital Status	**This policy is designed to meet the needs of service users who are married, single, separated, divorced, widowed or have a partner of the opposite sex**	**This policy is designed to meet the needs of staff who are married, single, separated, divorced, widowed or have a partner of the opposite sex**
Dependent Status	**This policy is designed to meet the needs of all service users with or without dependents**	**This policy is designed to meet the needs of all staff with or without dependents**
Disability	**This policy is designed to meet the needs of all service users with or without disabilities. The Trust will assist service users who have a sensory disability through provision of alternative formats, sign language interpreter, etc**	**This policy is designed to meet the needs of all staff with or without disabilities. The Trust will assist staff who have a sensory disability through provision of alternative formats, sign language interpreter, etc**
Ethnicity	**This policy is designed to meet the needs of all service users from all ethnic backgrounds. The Trust will provide interpreters for those who do not speak English as a first language.**	**This policy is designed to meet the needs of all staff from all ethnic backgrounds. The Trust will provide interpreters for those who do not speak English as a first language.**
Sexual Orientation	**This policy is designed to meet the needs of all service users including those with same sex partners**	**This policy is designed to meet the needs of all staff including those with same sex partners**

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

This policy is subject to consultation as per the Trusts process with a defined group of staff having the opportunity to comment

(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**	**None**	**None**
Age	**None**	**None**	**None**
Religion	**None**	**None**	**None**
Political Opinion	**None**	**None**	**None**
Marital Status	**None**	**None**	**None**
Dependent Status	**None**	**None**	**None**
Disability	**None**	**None**	**None**
Ethnicity	**None**	**None**	**None**
Sexual Orientation	**None**	**None**	**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	**None**
Age	**None**
Religion	**None**
Political Opinion	**None**
Marital Status	**None**
Dependent Status	**None**
Disability	**None**
Ethnicity	**None**
Sexual Orientation	**None**

(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	None
Political opinion	None	None
Racial group	None	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	**No**
Political opinion	**No**
Racial group	**No**

(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?
N/A

(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 with or restricted	Neutral impact
Article 2 – Right to life			X
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment			X
Article 4 – Right to freedom from slavery,			X

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

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. **Trust Staff Training Strategy for Equality, Diversity and Human Rights.**

(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	X

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

Yes	
No	X

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

Yes	
No	X

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

The Trust has carried out an equality screening of the policy and has not identified a potential adverse impact for the nine equality categories. This policy is complying with Legislative requirements.

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(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? **This will be included in the departmental/internal/external audit arrangements for this policy.**

Approved Lead Officer:	Tracey Glover
Position:	Risk Management & Governance Advisor
Date:	15/10/2025
Policy/proposal screened by:	Valerie Walker/Tracey Glover

Please forward completed schedule to:

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