

Screening Outcome Report 1st October 2018 to 31st December 2018

Introduction

Section 75 of the Northern Ireland Act 1998 requires the Trust, when carrying out its functions in relation to Northern Ireland, to have due regard to the need to promote equality of opportunity between nine categories of persons, namely:

- between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- between men and women generally;
- between persons with a disability and persons without; and
- between persons with dependants and persons without.

Without prejudice to its obligations above, the Trust must also have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

The Equality Scheme outlines how we propose to fulfil our statutory duties under Section 75. Within the Scheme, the Trust gave a commitment to apply the screening methodology below to all new and revised policies and if necessary to subject policies to equality impact assessment. (EQIA)

Screening Methodology

For new or revised policies/proposals the Trust will consider the following four screening questions as per ECNI guidance:-

- What is the likely impact of equality of opportunity for those affected by this policy/proposal, for each of the Section 75 equality categories?
- Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?
- To what extent is the policy/proposal likely to impact on good relations between people of different religious belief, political opinion or racial group?
- Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

In keeping with the Trust's commitments in its Equality Scheme the Trust has applied the above screening criteria to new policies and proposals.

The screening process is used to identify which policies are likely to have an impact on equality of opportunity and/or good relations. Screening assesses the likely impact of the policy as major, minor or none.

If it is decided that a policy/proposal is likely to have major issues relating to equality, it is then necessary to consider carrying out a more detailed exercise called an equality impact assessment.

This screening report outlines the screening outcomes from the date of formal approval of the Trust's revised Equality Scheme i.e. 14th September 2011 to 31st March 2012 and will be produced each quarter thereafter.

Communication & Engagement

In order to carry out our functions there is a need to continue to effectively engage and work collaboratively with a wide range of stakeholders including Trust staff, Trade Unions, service users, carers, commissioners, voluntary/community sector, public representatives and independent providers.

The Trust is committed to promoting personal and public involvement in all its activities. The development of new policies and proposals will be supported by effective engagement processes to ensure that staff, service users and all interested parties are fully involved. Planning for, and delivering safe, clinically effective and cost effective services requires close collaboration at many levels.

If you have any queries about this document, and its availability in alternative formats (including Braille, disk and audio cassette, and in minority languages to meet the needs of those who are not fluent in English) then please contact:

Susan Thompson
 Equality Manager
 Telephone: 028 9151 2177
 Textphone: 028 9151 0137
 Mobile: 07525898850
 Fax: 028 9151 2171
 Email:
susan.thompson@setrust.hscni.net

Outcome of Screening

The screening outcomes are outlined below. Four possible outcomes are recorded:

- 1 The policy has been '**screened in**' for equality impact assessment;
- 2 The policy has been '**screened out**' with mitigation or an alternative policy proposed to be adopted;
- 3 The policy has been '**screened out**' without mitigation or an alternative policy proposed to be adopted.
- 4 The policy will be **subjected to ongoing screening**. For more detailed strategies or policies that are to be put in place through a series of stages, screening should be considered at various times during implementation.

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>Nasal High Flow Oxygen Therapy for Adult Patients at Ward Level</u></p> <p>This is a new policy to provide direction to staff on the management of an adult patient with a high flow nasal oxygen therapy.</p>	Out	The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by monitoring IR1 Forms.
<p><u>Reporting of Serious Adverse Incidents to the HSCB</u></p> <p>This is a revised policy providing guidance to staff in relation to the reporting and follow up of SAs arising during the course of the business of the Trust. It sets out the framework for the management and operational arrangements within the South Eastern Trust.</p>	Out	The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by Regular Review of Engagement Checklists completed during the process.

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>Management of lower bowel dysfunction for all adults and those with established spinal cord injuries</u></p> <p>This is a revised policy providing guidance to medical and nursing staff on the importance of providing continuity of care to patients with their chosen method of bowel management.</p>	Out	<p>The Policy was deemed to have a minor impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by monitoring of complaints and compliments. It will be the responsibility of the ward manager or district Team leader to ensure that staff within each area has had theoretical training in manual evacuation / digital removal of faeces, and has gained clinical competence through supervised practice. It will be the responsibility of the ward manager / District Team leader to ensure that each clinical area has adequately trained staff to replace staff that may have previously undertaken this role, but have since moved onto another clinical area.</p>
<p><u>Guideline Statement on the guidance for the management of symptoms in adults in the last days of life</u></p> <p>This is a revised policy to provide guidance on the management of symptoms for palliative patients at end of life.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by:</p> <ul style="list-style-type: none"> • Policy Review • Complaints • Compliments
<p><u>Guideline for the Pharmacological Management of Patients with Stroke and TIA</u></p> <p>This is a revised policy to provide SET staff with practical and relevant guidance on the pharmacological management of adult in-patients with acute stroke or TIA and secondary prevention of recurrent stroke.</p>	Out	<p>The Policy was deemed to no impact and was screened out. The Trust will monitor the implementation of the guideline for any potential adverse effects on patients.</p> <p>Complaints or complements will be reviewed and appropriate action taken.</p> <p>This guideline will be subject to review:</p> <ul style="list-style-type: none"> • at least once every two years or • when new legislation or guidance is introduced which affects the contents of the guideline

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>Guideline for Health Visitors, School Nurses, Public Health Nurses, Community Children's Nurses and Community Midwives for Child Not Seen/No Access in a Community Setting.</u></p> <p>This is a revised policy. Aim: That Health Visitors, School Nurses, Public Health Nurses, Community children's Nurses and Community Midwives will recognise and initiate appropriate action when they are unable to gain access to the child (or mother, in the case of an unborn child) or family at home visits or planned clinic contacts.</p>	Out	<p>The Policy was deemed to no impact and was screened out.</p> <p>The Trust will monitor through Safeguarding Children Supervision and any Adverse Incidents/Serious Adverse incidents and case management reviews.</p> <p>Compliance with this policy will be considered within the SET annual audit programme as appropriate.</p> <p>Complaints and Compliments.</p>
<p><u>Ear Irrigation trust wide community guidelines</u></p> <p>This is a revised policy giving guidance on safe and effective ear irrigation.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by:</p> <ul style="list-style-type: none"> • All adverse events related to this protocol must be reported through the completion of a Critical Incident Form (IR1). • Complaints and compliments • Feedback from staff and patients • Monitoring by Locality Manager
<p><u>Routine Enquiry Regarding Domestic Abuse for Nurses, Midwives and Health Visitors in the Children's and the Women and Acute Child Health Directorates</u></p> <p>This is a revised policy to enable Nurses, Midwives and Health Visitors to identify women who are at risk from Domestic Abuse and provide the necessary support for them and their families.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by:</p> <ul style="list-style-type: none"> • Compliance with this policy will be considered within the SET annual audit programme as appropriate. • Complaints and Compliments.

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>Policy for the management of referrals for patients requiring a wig</u></p> <p>This is a revised policy. The objectives of this policy are to ensure that:</p> <ul style="list-style-type: none"> • All staff involved in referral of patients for a wig understand and adhere to the correct process • Patient receive their appliance in a timely and sensitive manner • The Trust meets its contractual obligations for the procurement of wigs • The Trust ensures strict financial control over the purchase of wigs 	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by:</p> <ul style="list-style-type: none"> • Monitoring patient complaints/compliments/ IR1 forms • Feedback from staff • Feedback from User forum and patient satisfaction surveys
<p><u>Interim Medical Devices Policy & Operational Guidelines</u></p> <p>This is a revised policy outlining the procedures and guidelines for the management of medical equipment throughout its life cycle. It included lease purchase, operating lease, hire, loan, consumable deals, free gifts and all items of medical equipment purchased through Trust funds, public donations, equipment directly funded by the Trust or from user revenue budgets.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by:</p> <ul style="list-style-type: none"> • Staff Feedback • Use of Near miss and Incident forms • Compliance with PaLS procurement regulations • NIAIC Incidents/Reports • The Medical Device Manager will monitor the procurement, maintenance and usage • Complaints & Compliments
<p><u>Right Patient; Right Blood Monitoring Compliance</u></p> <p>This is a revised policy. SET adherence to NPSA SPN 14 Right Patient Right Blood initiative.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by Audit of complaints / training provision, monitoring trends of staff desisted.</p>

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>Guidelines for the management of central venous access devices in children and young people. Regional GAIN guidelines.</u></p> <p>This is a revised regional guidance to provide healthcare workers involved in the management of children and young people to consistently manage central venous access devices in this patient group across healthcare settings.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by reviewing specific situations/experiences from those children/young people/parents/careers as they arise and share the lessons learned.</p>
<p><u>Blood Culture Taking/Collection Guidelines Adult Patient</u></p> <p>This is a new policy to provide healthcare workers involved in the procedure of taking blood cultures with the necessary principles to follow to avoid contaminating the blood culture sample and thus obtaining “false-positive” results and unnecessary patient treatment.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The guideline will be monitored through review of practice and will be reviewed promptly if there are any incidents/complaints.</p>
<p><u>Guideline Statement on the NI Guidelines on Converting Doses of Opioids Analgesia for Adult Use</u></p> <p>This is a revised policy to provide guidance on the converting doses of opioid analgesia.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by:</p> <ul style="list-style-type: none"> • Policy review • Complaints • Compliments