

Screening Outcome Report 1st July 2013 to 31st September 2013

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:

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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>Policy on the Implementation of New Interventional Procedures</u></p> <p>The aim of this Policy is to ensure only procedures that have NICE approval are implemented, if not that NICE approval has been requested.</p>	Out	The Policy was deemed to have no impact and was screened out.
<p><u>Policy for Volunteers Carrying Out Driving Duties</u></p> <p>The aim of this Policy is to outline responsibilities for Volunteer driving to ensure safety of patients/clients and volunteers.</p>	Out	<p>The Policy was deemed to have a minor impact. 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"> • Key worker feedback – from volunteers, patients and clients • Survey • Complaints/compliments

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>Care of the patient/client in the presence of an escorting officer</u></p> <p>The purpose of this Policy is to enhance the care and treatment of those patients/clients detained in custody and provide HSC staff with information to ensure these patients are treated as individuals while maintaining dignity and respect.</p>	Out	<p>The Policy was deemed to have a minor impact. Some impact with regard to Human Rights Articles have been identified. This is beyond the control of the Trust as patients/clients are detained in line with NIPS and PSNI standard operating procedures and policies. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by monitoring incident forms, complaints /compliments received. Communication between Safe and Effective care Manager and lead nurse for prisons.</p>
<p><u>Asbestos Policy</u></p> <p>The purpose of this Policy is for processes to be followed for the management of asbestos within the Trust's estate where, insofar as reasonably practical, to eliminate or minimise the risks arising from asbestos management.</p> <p>Key constraints will be financial and human resources / skills.</p>	Out	<p>The Policy was deemed to have no impact and was screened out.</p>
<p><u>Securing of Records for the Purpose of Investigations.</u></p> <p>This Policy aims to outline the process and management framework for securing of records in the event of an investigation of a serious incident or near miss being commissioned by a Director or Assistant Director of the Trust.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust will monitor the impact of this policy.</p>
<p><u>Policy and Procedure for Supervision in Nursing in South Eastern Health and Social Care Trust</u></p> <p>The Policy requires every nurse in the South Eastern Trust to have regular supervision at a minimum of two documented sessions per year through protected time for staff.</p>	Out	<p>The Policy was deemed to have a low impact. The Trust has an ongoing training strategy for all staff with regard to Equality, Diversity and Human Rights. These training courses are evaluated and adapted as necessary.</p>

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>Volunteer Reimbursement of Expenses Policy & Guidelines</u></p> <p>The aim of this Policy is to outline responsibilities for Volunteer driving to ensure safety of patients/clients and volunteers</p>	Out	<p>The Policy was deemed to have a minor impact. 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"> • Training on how to claim reimbursement of expenses • Monitoring of the Meeter & Greeter will take place • Monitoring of claim forms submitted to Volunteer Services • Feedback from Key Workers as necessary.
<p><u>Policy for the assessment of Ambulatory Oxygen in Respiratory Patients</u></p> <p>The aim of this Policy is to provide an assessment of ambulatory oxygen needs in respiratory patients under the direction of a respiratory consultant and to provide review clinics for all patients commenced on ambulatory oxygen.</p>	Out	The Policy was deemed to have no impact and was screened out.
<p><u>Policy for the Prescription and Administration of Emergency Oxygen in Adults</u></p> <p>This Policy provides guidance for the prescription, administration and monitoring of oxygen therapy with patients.</p>	Out	The Policy was deemed to have no impact and was screened out.