

Screening Outcome Report 1st April 2014 to 30th June 2014

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>Guideline on Glove Selection</u></p> <p>The aim of the guideline is to provide guidance as to the correct selection of gloves in relation to the work activity being carried out, to ensure that the glove selection is appropriately risk assessed and to promote good practice with regards to appropriate glove usage.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the application of the policy and review regularly.</p>
<p><u>Policy for the Management of Latex Allergy</u></p> <p>The aim of the policy is to provide guidance on the arrangements for the management of latex allergy for staff and patients and to promote good practice with</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The Trust undertakes to monitor the application of the policy and review regularly.</p>

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
regards to the management of same.		
<p><u>Policy for Advance Care Planning</u></p> <p>This policy sets out core principles and good practice to support appropriately trained health and social care staff in achieving high quality end of life care planning based on the needs of the individual and their carers. It respects the rights of clients/patients with decision-making capacity to complete Advance Care Plans and to have these documents acknowledged by health and social care staff.</p>	Out	<p>This policy will be subject to a pilot and feedback will be sought from both staff and patients/clients who completed the process of Advance Care Planning. As part of this process the Trust will be considering the effect the policy has on Section 75 and human rights legislations. The policy could be subject to change following this process.</p>
<p><u>Policy on the Management of Patient Controlled Analgesia (PCA) (for persons aged 14 and over)</u></p> <p>This Policy aims to provide guidance to staff of the best practice for managing patients that are receiving patient controlled 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"> • Ongoing monitoring • Review of Guidelines in 3 years.
<p><u>Policy & Procedures on the Management of Litigation (Professional Negligence and Personal Injury) Claims against the Trust</u></p> <p>The aim of this policy is to set out the arrangements for the handling of Clinical Negligence and Personal Injury claims by the South Eastern Trust as primarily laid down in Circular HSC (SQSD) 5/10 – Handling Clinical and Social Care Negligence and Personal Injury Claims issued by the Department of Health, Social Services and Public Safety on 10 March 2010.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. This Policy will ensure that all claims are managed appropriately and in line with DHSSPS standards and policy guidance. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by departmental/internal/external audit arrangements.</p>

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>South Eastern Health & Social Care Trust Primary Care & Older People's Directorate MHSOP Liaison Operational Policy</u></p> <p>This is a new operational policy relating to the Mental Health Service Older People Liaison in the South Eastern Health and Social Care Trust. This Policy is to provide timely assessments and treatments to inpatients within acute wards with dementia and a functional mental health illness who are physically unwell.</p>	Out	<p>The Policy was deemed to have no impact and was screened out. The proposal has been considered to have a positive impact on older people with a mental health condition who are admitted to hospital. 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"> • Referral data • Complaints/Compliments • Staff feedback mechanisms
<p><u>Provision of Reports following requests from Solicitors or Civil Service Departments</u></p> <p>The aim of this policy is to set out the process for Trust staff when requests are made by Solicitors or Civil Service Department for reports on service users</p>	Out	<p>This Policy will ensure that managers have access as required to legal advice in relation to ad hoc issues which arise within their role as service managers. The Trust undertakes to monitor the effect of the policy for equality of opportunity and good relations, disability duties and human rights by departmental/internal/external audit arrangements.</p>
<p><u>Management of Safety Alert Broadcast System (SABS)</u></p> <p>This policy is designed to ensure a consistent approach throughout the South Eastern Health and Social Care Trust when dealing with Medical Device Alerts (MDAs), Estates and Facilities Alerts (EFAs) and Northern Ireland Alerts (NIAs), hereafter referred to as "alerts". These alerts are issued to the Trust via the SABS (Safety Alert Broadcast System).</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"> • Monitoring levels and type of complaints received with regard to Medical Devices. • Medical Device Alert issues are reported via the Medical Devices Steering Committee and Directorate Review Process • Ensuring publicity materials about the Trust's process are current and accessible. • In line with the legislation provide guidance to staff in relation to the management of Medical Device Alerts.

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>Policy and Procedure on the Management & Handling of Complaints</u></p> <p>The aim of this policy is to set out the detailed arrangements for the management and handling of complaints within the Trust by all staff</p>	Out	The Policy was deemed to have no impact and was screened out. This Policy will ensure that Trust staff manage complaints effectively.
<p><u>Assessment, treatment and management of urinary incontinence</u></p> <p>This Policy is to provide guidance to nursing and medical staff in relation to the assessment, treatment and management of urinary incontinence.</p>	Out	The Policy was deemed to have no impact and was screened out.
<p><u>Provision of incontinence products</u></p> <p>This Policy is to provide guidance to nursing and medical staff in relation to the supply of containment (incontinence products).</p>	Out	The Policy was deemed to have no impact and was screened out.
<p><u>Escalation Policy for Radiological Plain Film Reporting</u></p> <p>This policy details the Trust requirements on the management of escalation to reduce delays in plain film (PF) reporting.</p>	Out	The Policy was deemed to have no impact and was screened out.

