

Screening Outcome Report 1st July 2015 to 30th September 2015

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>Breaking Bad News</u></p> <p>This is a revised policy. The aim of the policy is to ensure a consistent approach to the breaking and recording of significant consultations.</p>	Out	The Policy was deemed to have no impact and was screened out.
<p><u>Pressure Ulcer Prevention and Management Policy</u></p> <p>This is a revised policy which outlines actions which must be taken to provide consistent high quality evidence based practice in relation to the assessment, prevention and management of pressure ulcers for each individual</p>	Out	The Policy was deemed to have no impact and was screened out.

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p>patient with or 'at risk' of developing pressure ulcers throughout South Eastern Health and Social Care Trust.</p>		
<p><u>Policy on the Management of Nurse Controlled Analgesia (NCA) for children over 6 months old</u></p> <p>This is a revised policy providing guidance to staff on best practice for managing patients that are receiving nurse controlled analgesia.</p>	<p>Out</p>	<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 time
<p><u>Referral Policy for Emergency Nurse Practitioners</u></p> <p>This policy details the required procedure for Emergency Nurse Practitioners (ENPs) who are entitled to request diagnostic imaging examinations.</p>	<p>Out</p>	<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:</p> <ul style="list-style-type: none"> • Audit of the appropriateness of referrals from Emergency Nurse Practitioners • Policy has a review date • Relevant training records for Emergency Nurse Practitioners including up to date training in-The Ionising Radiation Medical Exposure Regulations (IRMER) Northern Ireland 2000 relating to the use of ionising radiation. A theoretical course on IR(ME) Regulations and the principles of radiation protection. • The Department of Radiology will facilitate a tutorial regarding the completion of image requests and the use of clinical referral protocols. Records in place. • Evidence that CPD is in place to support Emergency Nurse Practitioner role • Emergency Nurse Practitioners and radiographers must have

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		professional indemnity insurance to practice. <ul style="list-style-type: none"> • Radiographers must have completed relevant training in the interpretation of diagnostic images and have knowledge of abnormal radiographic appearances. Records in place. • Radiography staff must be engaged in relevant programmes of Continuing Professional Development. • Competencies for entitlement as a Duty Holder under IR(ME)R at South Eastern Trust. Monitoring that forms are in place for all practicing Emergency Nurse Referrers.
<p><u>Policy for the Management of Potassium Solutions</u></p> <p>This is a revised policy. It aims to provide direction for nursing, medical and pharmacy staff in relation to the management of potassium solutions.</p>	Out	The Policy was deemed to have no impact and was screened out.
<p><u>Policy on the Management of Regional Block Infusions (except epidural)</u></p> <p>This is a revised policy. It aims to ensure the safe and effective use of regional block analgesia for patients pain relief.</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: <ul style="list-style-type: none"> • ongoing monitoring • review of guidelines in 3 years time
<p><u>Policy on Routine Enquiry regarding Domestic Violence and Abuse for Nurses, Health Visitors and Midwives working within the Children, Woman and Acute Child Health</u></p> <p>This is a revised policy. The purpose of this policy is to enable Nurses, Midwives and Health Visitors to identify women who are at risk from Domestic Abuse and provide necessary support for them and their families.</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: <ul style="list-style-type: none"> • safeguarding supervision • management supervision • complaints/comments • audits • individual agency reviews • case management reviews • SAIs

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<p><u>Policy for Professional and Managerial Supervision for Allied Health Professional Staff (AHP)</u></p> <p>This is a revised policy providing guidelines for AHP staff supervision.</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"> • waiting list and caseload • complaints/compliments • compliance with supervision levels
<p><u>Policy on Access to Interpreting and Written Translation Services</u></p> <p>This is a revised policy designed to provide guidance for all staff on how to book an interpreter and how to access written translation services.</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"> • uptake of interpreting services internally • NIHCIS Quarterly Interpreting Statistics • Feedback during staff training, Working Well with Interpreters Sessions • Complaints and compliments from service users
<p><u>NMC Registration and Verification Policy</u></p> <p>The purpose of this policy is to ensure that all registrants within SET have live and valid registration with the Nursing and Midwifery Council (NMCC)</p>	Out	<p>The Policy was deemed to have no impact and was screened out.</p>

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<p><u>Referral Criteria to District Nursing Service</u></p> <p>This is a revised policy providing criteria for referring to the District Nursing Service.</p>	Out	The Policy was deemed to have no impact and was screened out.
<p><u>Immunisation Policy</u></p> <p>This is a revised policy. The purpose of the policy is to clarify the roles and responsibilities of health professionals involved in immunisation and to describe the clinical governance arrangements for carrying out vaccinations and standardise the training required for staff involved in immunisation</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 as it is implemented for any potential adverse impact; • reviewing every 3 years • compliments/complaints
<p><u>Local Rules for Diagnostic Use of X-Rays in: The Department of Radiology, theatres, Mobile Radiography, Coronary Care Unit, Chronic Pain Clinic, DXA – LVH & Maghaberry Prison</u></p> <p>This is a revised policy. The policy provides a written and approved scheme of work relating to the use of ionising radiation in both permanent and temporary controlled areas across all hospital sites and including Maghaberry Prison.</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, for example:</p> <ul style="list-style-type: none"> • radiation incidents monitored quarterly • policy has a review date • complaints/Compliments • user satisfaction surveys • staff supervision • training records in new equipment

Description of Policy or Proposal	Screening Outcome	Reason for Reaching Screening Outcome
<p><u>Policy on Managing the Fire Hazards Associated with Paraffin Based Products on Clothes and Dressings</u></p> <p>This is a revised policy and is required to ensure the Trust complies with the NPSA RRR 4 August 2007 – ‘Managing the fire hazards associated with paraffin based produced on clothes and dressings.’</p>	Out	The Policy was deemed to have a minor impact and was screen out.
<p><u>Policy on Do not Attempt Cardiopulmonary Resuscitation (Adult) (DNACPR)</u></p> <p>This is a revised policy to:</p> <ul style="list-style-type: none"> • Identify patients for whom CPR would be inappropriate and to provide a framework for clinical staff in the decision making/recording/reviewing processes for DNACPR • To ensure a dignified end to the normal dying process • To maximise benefit and minimise harm to patients 	Out	<p>The policy was screened 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"> • Monthly audit of patient notes after cardiac arrest will measure how, when and how often DNACPR is being used.