

## 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

Policy for the Management of Qualifications under the Regulated Qualifications Framework (RQF)

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

This replaces the policy for the Management of Regulated Vocational Qualifications

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

To explain the process and requirements for the management of Qualifications under the Regulated Qualifications Framework (RQF)

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

No

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

South Eastern Health & Social Care Trust



(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?)

Staff unable to be released from work duties to attend training/workshops due to staff shortages

Budgetary constraints for registration and certification costs

(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)

Staff

Clinical Education Centre

Regulation Quality Improvement Authority (RQIA)

Northern Ireland Social Care Council (NISCC)

Awarding Bodies/Organisations offering these qualifications

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

Equal Opportunities Policy SET/HR(14)2013,

Further Education & Assistance Policy SET/HR(21)2016, current OWD Strategy, Department of Health Induction & Development Pathway and Standards for Nursing Assistants Feb 2018 a

A Learning and Continuous Improvement Strategy for Social Workers and Social Care Workers 2018-2025 (Draft)

## (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***

Of the staff 19.2% are male and 80.8% are female.  
 Age ranges 0.2% are 16 – 19, 13.4% are 20-29, 24.1% are 30 – 39, 26.8% are 40 – 49, 26.8% are 50 – 59 and 8.7% are 60+  
 27.3 % are Roman Catholic, 51.4 % are Protestant and 21.3 % are of other or unknown religion  
 Political opinion 4.3% Broadly Nationalist, 12.3% Broadly Unionist, 15.6% Do not wish to answer, 7.7% Other and 59.9% Not known  
 62.8% are married, 29% single, 3.6% divorced, 1.7% separated, 0.7% widowed or 0.4% other and 1.8% Not known  
 Dependent Status 20.7% Child/Children, 4.5% Dependant Older, 2.7% person with disability, 15.6% None and 56.5 Other/Not known  
 Disability 60% not known, 37.9% No, 2.1% Yes  
 Ethnicity 44.5% White, 1.29% BME, 53.91% Not known  
 Sexual orientation 37.5% Opposite Sex, 0.7% LGB&T, 2.5% Do not wish to answer and 59.3% Not known

## (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.

<b>Category</b>	<b>Needs, experiences and priorities</b>	
	<b>Service users</b>	<b>Staff</b>
Gender	N/A	19.2% are Male 80.8% are Female Females more likely to work part time due to caring responsibilities

Age	N/A	0.2% are 16 – 19 13.4% are 20-29 24.1% are 30 – 39 26.8% are 40 – 49 26.8% are 50 – 59 8.7% are 60+ Older members of staff may not want to undertake qualifications
Religion	N/A	27.3 % are Roman Catholic 51.4 % are Protestant 21.3 % are of other/unknown religion Religion should not matter
Political Opinion	N/A	4.3% are Broadly Nationalist 12.5% are Broadly Unionist 15.6% Do not wish to answer 7.7% Other 59.9% Not known Political opinion should not matter
Marital Status	N/A	29% Single 62.8% Married 3.6% Divorced 0.7% Widowed 1.7% Separated 0.4% Other 1.8% Not known Marital status should not matter
Dependent Status	N/A	20.7% Child or Children 4.5% Dependant Older 2.7% A person with Disability 15.6% None 56.5% Other /Not known Dependent status should not matter
Disability	N/A	60% Not Known 37.9% No 2.1% Yes Adjustments can be made to accommodate those with disability
Ethnicity	N/A	44.8% White 1.29% BME 53.91% Not Known Ethnicity should not matter
Sexual Orientation	N/A	37.5% Opposite Sex 0.7% LGB&T 2.5% Do not wish to answer 59.3% Not Known Sexual Orientation should not matter

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

Consulted with Awarding Bodies/Organisations, Regional Qualifications Sub-Group and Internal Quality Assurers

Draft Policy sent out for comments.

Scrutiny Panel appointed to make informed decisions on the policy detail and provide assurance to the Trust and Directors on the content

Amendments to be finalised

The policy will be subject to ongoing screening

#### (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?**

<b>Section 75 category</b>	<b>Details of policy/proposal impact</b>		<b>Level of impact? Minor/major/none</b>
	<b>Services Users</b>	<b>Staff</b>	
Gender	N/A	Details as in section 3	None
Age	N/A	Details as section 3	None
Religion	N/A	Details as section 3	None
Political Opinion	N/A	Details as section 3	None
Marital Status	N/A	Details as section 3	None
Dependent Status	N/A	Details as section 3	None
Disability	N/A	Details as section 3	None
Ethnicity	N/A	Details as section 3	None
Sexual	N/A	Details as section 3	None

Orientation			
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<b>(4.2) Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?</b>	
<b>Section 75 category</b>	<b>Please provide details</b>
Gender	N/A
Age	N/A
Religion	N/A
Political Opinion	N/A
Marital Status	N/A
Dependent Status	N/A
Disability	N/A
Ethnicity	N/A
Sexual Orientation	N/A

<b>(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</b>		
<b>Good relations category</b>	<b>Details of policy/proposal impact</b>	<b>Level of impact Minor/major/none</b>
Religious belief	N/A	None
Political opinion	N/A	None
Racial group	N/A	None

<b>(4.4) Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?</b>	
<b>Good relations category</b>	<b>Please provide details</b>
Religious belief	N/A
Political opinion	N/A
Racial group	N/A

## **(5) Consideration of Disability Duties**

<b>(5.1) How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people?</b>
The Qualifications are available to all staff as appropriate. Reasonable adjustments will be made to accommodate any staff with disabilities who wish to complete a qualification.

## **(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			✓
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment			✓
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour			✓

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

**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.

The Trust has an on-going 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	✓

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

Yes	
No	✓

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

Yes	
No	✓

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

This policy is written to meet the needs of all staff who wish to undertake a regulated qualification. No impact has been identified and the Trust will monitor the policy for any future adverse impact.

**(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?

Registration forms have details of age, gender, any disabilities, nationality and ethnicity. These details are required for registering candidates with the Awarding Body/Organisation

Evaluations will be reviewed and recorded from each candidate/learner.

Feedback will be sought from Line Managers

Regular meetings with Assessors and Internal Quality Assurers

Regular Regional Meetings

Regular Nursing & Midwifery Workforce/Learning & Development Forum meetings/Vocational Team meetings

External Quality Assurer monitoring visits on behalf of Awarding Body/Organisation(s)

Approved Lead Officer: Clare-Marie Dickson & Tony McAllister

Position: Practice Education Co-ordinator & Training Manager

Date: 13/08/18

Policy/proposal screened by: Margaret McLeese & Edith Brown

**Please forward completed schedule to:**

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