

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

Managing Medicines Shortages Policy and Procedure for HSC Trust

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

Revised

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

- **ensure that medicine shortages are communicated effectively to relevant healthcare professionals so that decisions are taken by those with greatest knowledge and expertise in the use of the medicine**
- **ensure front line staff are made aware of high risk shortages and the actions required to ensure patient safety.**

(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?

Regional Standing Group for Contracting Evaluation (Subgroup of Regional Pharmaceutical Contracting Executive Group)

(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?)

No

(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)

Nursing, medical, pharmacy staff; service users; professional bodies

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

SET Medicines Policy

Regional Unlicensed Medicines Policy

(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

Royal Pharmaceutical Society, Best Practice Standards for Managing Medicines Shortages in Secondary Care in England
<http://www.rpharms.com/support-pdfs/managing-medicines-shortages-in-secondary-care.pdf>

NHS Pharmaceutical Quality Assurance Committee, (2004) Quality control and Risk Assessment of Licensed Medicines for the NHS, 1st Edition June 2004.

(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.

| Category | Needs, experiences and priorities | |
|-----------------|---|--------------|
| | Service users | Staff |
| Gender | N/a | N/a |
| Age | If product substitution or unlicensed medicine required during a shortage this would be discussed with parent/carer | N/a |
| Religion | N/a | N/a |

| | | |
|--------------------|------------------|-----|
| | | |
| Political Opinion | N/a | N/a |
| Marital Status | N/a | N/a |
| Dependent Status | As above for age | N/a |
| Disability | N/a | N/a |
| Ethnicity | N/a | N/a |
| Sexual Orientation | N/a | N/a |

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

Has already been out for consultation (Trustwide)- this is a review.

(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?

| Section 75 category | Details of policy/proposal impact | | Level of impact? Minor/major/none |
|---------------------|-----------------------------------|-------|--------------------------------------|
| | Services Users | Staff | |
| Gender | | | None |
| Age | | | Minor |

| | | | |
|--------------------|--|--|-------|
| | | | |
| Religion | | | None |
| Political Opinion | | | None |
| Marital Status | | | None |
| Dependent Status | | | Minor |
| Disability | | | None |
| Ethnicity | | | None |
| Sexual Orientation | | | None |

(4.2) Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?

| Section 75 category | Please provide details |
|----------------------------|---|
| Gender | No |
| Age | Ensure discussions with parent/carer and or child if able to understand |
| Religion | No |
| Political Opinion | No |
| Marital Status | No |
| Dependent Status | As above for age |
| Disability | No |
| Ethnicity | No |
| Sexual Orientation | No |

| (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 | | |
|---|--|---|
| Good relations category | Details of policy/proposal impact | Level of impact Minor/major/none |
| Religious belief | | None |
| Political opinion | | None |
| Racial group | | None |

| (4.4) Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group? | |
|--|-------------------------------|
| Good relations category | Please provide details |
| Religious belief | No |
| Political opinion | No |
| Racial group | No |

(5) Consideration of Disability Duties

| (5.1) How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people? |
|---|
| No impact |

(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 st protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property | | | √ |
| 1 st 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.

(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 and Equality Impact Assessment (EQIA)?

| | |
|-----|---|
| Yes | |
| No | √ |



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

Minimal impact as the majority of stock shortages result in use of the same medication from a different manufacturer or in a different form.

Use of alternatives should be discussed with child/parent prior to prescribing.

(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?

Any medication incidents are reviewed and coded by the medicines governance pharmacist who provides quarterly reports. If any issues relating to the policy are highlighted the policy will be reviewed prior to the review date.

Approved Lead Officer: **Jill Macintyre**

Position: **Head of Pharmacy & Medicines Management**

Date: **23/09/19**

Policy/proposal screened by: _____

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