

APPENDIX 1 - INITIAL SCREENING TOOL

Title of policy/service/function/procedure/programme/ or strategy being assessed:

Policy Statement of Duties to Patients

(Please remember that even informal policies & procedures need to be equality analysed.)

Is it new **or revised** ✓

(If revised, please attach a copy of the original Equality Analysis.)

Senior Manager Responsible

Patrick Billups

Department

Education & Development

Section

Clinical Training

EQUALITY ANALYSIS SCREENING TEAM (Please enter below the names of the project team members who carried out this initial screening with you and their role in the screening (e.g. team colleague or critical friend).)

Name	Department	Role
Janice Markey	Equality & Inclusion	Equality & Inclusion Mgr/Critical Friend
Peter Hannell	A&E Operations (West Area)	Paramedic/Staff Rep'/Critical Friend
Ian Bullamore	Education & Development	Practice Learning Manager (West Area)
Gary Ralph	Education & Development	Practice Learning Manager (East Area)
Patrick Billups	Education & Development	Education Governance Manager

Date of screening

14th July 2011

Please summarise below the aims and objectives of this policy/service/function etc. including any intended outcomes.

To confirm the responsibility of all LAS staff to always:

Strive to preserve life and alleviate suffering.

Care for each patient as an individual, with courtesy and respect.

Avoid any action that is detrimental to the interests of the patient or to those involved in the patients care.

To safeguard the interests of our staff and our patients by supporting and promoting the London Ambulance Service goals of:

Providing appropriate and clinically effective care that inspires public confidence and patient satisfaction.

Involving, developing and supporting each other in the continual improvement of the service we deliver.

Providing leadership and direction in an environment that encourages involvement and teamwork at every level.

Please state below who is intended to benefit from this policy/service/function etc. and in what way.

Staff – the policy details the responsibilities and obligations of staff in maintaining a high standard of practice and care in order to serve the best interests of patients, and their relatives and carers.

Patients - service users will have the assurance that staff are professionally bound by a range of duties, responsibilities and obligations that underpin the optimal care of patients, their families and carers.

Organisation – the policy clearly sets out the responsibilities and obligations of the LAS in safeguarding the best interests of staff, patients and those connected with the patient's care.

Please state in the table below whether the policy/service/function etc. could have any potential impact on anyone from a “protected characteristic” group, whether service users, staff or other stakeholders

“Protected Characteristic Group”	Is there likely to be a positive or neutral impact in regard to:	If the impact is adverse, can this be justified on the grounds of promoting equality of opportunity for a “protected characteristic” group or for another reason?
Age	No adverse impact identified	
Disability	No adverse impact identified	
Gender Reassignment	No adverse impact identified	
Marriage and Civil Partnership	No adverse impact identified	
Pregnancy and Maternity	No adverse impact identified	
Race	No adverse impact identified	
Religion or Belief	No adverse impact identified	
Sex	No adverse impact identified	
Sexual Orientation	No adverse impact identified	

Can the policy/service/function etc. be used to advance equality and foster good relations, including for example, participation in public life? If so, how?

(Not applicable)

Please provide and summarise below any relevant evidence for your declaration above, including any engagement activities – this could include for example the results of specific consultations, complaints or compliments, customer satisfaction or other surveys, service monitoring and take-up, comments from stakeholders and demographic data.

The LAS operates a wide and comprehensive range of monitoring mechanisms that take account of all aspects of service delivery and patient care. These include all forms of communication from service users, partner organisations and all internal and external stakeholders. Such information is then processed, analysed and further reported into numerous central forums that measure and review service performance in accordance with mandatory and statutory requirements. Key groups include the Senior Management Group, Clinical Quality, Safety and Effectiveness Group and the Quality Committee, all of which ultimately report to the LAS Trust Board.

In keeping with other major NHS Trusts, the LAS publicises a wide range of performance and monitoring information via its website, including Trust Board papers and reports from key areas of the Service.

Are there any gaps in the evidence you have which make it difficult for you to determine whether there would be an adverse impact?

No Yes

If yes, please state below how you intend to acquire this evidence and your timescales for doing so.

(Not applicable)

You must complete a full Equality Analysis if you have identified a positive or negative potential impact for any “protected characteristic” group, which is not legal or justifiable or if you have identified any gaps in evidence which make it difficult for you to determine whether there would be adverse impact. Please insert below any issues you have identified/recommendations for the full Equality Analysis.

(Not applicable)

If you have only identified a neutral or positive impact on any “protected characteristic” group then no further action is required, other than having your Director sign off this form, a copy stored on the shared drive and sent to Communications for publication on the Trust’s website.

Name of Director: Caron Hitchen

Signature:



Date: 15 September 2011