

Dudley Group of Hospitals: Equality Impact Assessment

Screening Tool

Please complete the following when screening your policy or service for potential impact on equality groups.

1. Name of lead	Marie Carr
Contact number & email	2877 – marie.carr@dgoh.nhs.uk
Directorate or Department and Team	Nursing Directorate – Staff Bank Department
2. Name of service or policy	Provision of Temporary Nurses and Midwives
Is this a new or existing piece of work?	Replacement of Temporary staffing Nursing & Midwifery Policy NM6 (April 2005)
3. Target audience e.g. patients and public; NHS staff; professional health organisations; voluntary organisation; internal staff	NHS Staff, Internal Staff
4. What are the aims of the service/ policy?	To minimise the agency/bank costs. Effective monitoring information to evaluate the use of temporary staff. Compliance and safer standards are applied when new / existing temporary staffs are working within areas. Tighter internal control mechanisms with reference to payments of bank and agency staff.
5. Does any part of this service/ policy have a <i>positive impact</i> on our duty to promote good race relations, eliminate discrimination and promote equality based on a person's age, disability, ethnic origin, gender, religion/belief or sexual orientation? If No, please provide brief reasons.	No - This policy is intended to clarify roles and responsibilities of eligible managers and delegated employees in booking temporary staff. The policy also provides detailed information on how to control the use of temporary staffing and tools to use to effectively manage the use of temporary staff.
6. Could any part of this service/policy have an adverse impact on our duty to promote good race relations eliminate discrimination and promote	No – As detailed above the policy does not go into any detail on checking individuals age, disability, ethnic origin, gender, religion/belief or sexual orientation etc...at point of

<p>equality based on a person's age, disability, ethnic origin, gender, religion/belief or sexual orientation? If No, please provide brief reasons.</p>	<p>booking or appointing temporary staff.</p>
<p>7. Are there any factors that could lead to differential take-up, outcomes or satisfaction levels based on people's age, disability, ethnic origin, gender, religion/belief or sexual orientation? If No, please provide brief reasons.</p>	<p>No – the policy does not detail any of those factors therefore, could not lead to differential take-up or outcomes or satisfaction levels.</p>

If you have answered yes to any of questions 5-7, you must now complete a full Equality Impact Assessment using the proforma provided by the Trust.

If you have answered No to all of the above questions, a full assessment is not required. Please complete the following sign-off section and send a copy of this screening to your Head of Service, Matron or Head of Department as appropriate **and** to Liz Abbiss, Head of Communications at Trust HQ.

Name of person completing this screening: Marie Carr

Job Title: Project Lead

Date sent to Head of Service, Matron or Head of department: 23rd February 2011

Date sent to Head of Communications, Trust HQ: 23rd February 2011

For advice relating to completion of this screening, please contact Human Resources on 456111, ext 3251