

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	Lynne Delaney
Contact number & email	Ext 3397 lynne.delaney@dgoh.nhs.uk
Directorate or Department and Team	Nursing Directorate
2. Name of service or policy	Record Keeping and Audit of Records Policy
Is this a new or existing piece of work?	Existing – revision of policy
3. Target audience e.g. patients and public; NHS staff; professional health organisations; voluntary organisation; internal staff	NHS staff
4. What are the aims of the service/ policy?	To describe the Trust requirements for clinical audit of record keeping
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 – applicable to all services/specialties
6. Could any part of this service/policy have an adverse impact 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 – applicable to all services/specialties
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?	No – applicable to all services/specialties

If No, please provide brief reasons.	
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Name of person completing this screening: Lynne Delaney

Job Title: Assistant Clinical Governance Co-ordinator

Date sent to Head of Service, Matron or Head of department: Sept 10

Date sent to Head of Communications, Trust HQ: Sept 10