

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	Deputy Matron Jenny Davies
Contact number & email	Ext 3824 Jenny.davies@doh.nhs.uk
Directorate or Department and Team	Trust wide.
2. Name of service or policy	Visitors policy
Is this a new or existing piece of work?	Existing policy – minor changes following review
3. Target audience e.g. patients and public; NHS staff; professional health organisations; voluntary organisation; internal staff	Internal staff
4. What are the aims of the service/policy?	To ensure all staff are aware of services and restrictions for visitors to the Trust.
5. Does any part of this service/policy have a positive 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.	Applies to all visitors.
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.	Applies to all visitors.

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.	Applies to all visitors.
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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: Jenny Davies

Job Title: Deputy Matron

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

Date sent to Head of Communications, Trust HQ: 1.9.11

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