

Dudley Group NHS Foundation Trust: Equality Impact Assessment

Step 2 - Screening Tool

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

1. Name of lead	Dean Summlar
Contact number & email	Senior HR Business Partner - Workforce
Directorate or Department and Team	HR
2. Name of service or policy	Senior Medical Leave Policy
Is this a new or existing piece of work?	Existing
3. Target audience e.g. patients and public; NHS staff; professional health organisations; voluntary organisation; internal staff	Senior Medical Staff including consultants and SAS Doctors
4. What are the aims of the service/policy? i.e. what does the policy or service hope to achieve?	The Trust is committed to ensuring senior medical staff have the opportunity to take leave whilst ensuring that leave is managed in a planned and co-ordinated way across the organisation, to ensure that staff receive their leave entitlement and that appropriate arrangements are made to ensure patient care and service delivery
5. Does any part of this service or policy have the potential to have an adverse impact based on a person's age, disability, ethnic origin, gender, religion/belief or sexual orientation? <i>If No, please provide brief reasons.</i>	No
6. Are there any factors that could lead to different outcomes or satisfaction levels based on people's age, disability, ethnic origin, gender, religion/belief or sexual orientation?	No

If No, please provide brief reasons.	
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If you have answered yes to any of questions 5 or 6, 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: Dean Summlar

Job Title: Senior HR Business Partner - Workforce

Date sent to Head of Service, Matron or Head of department: 25/09/13

Date sent to Head of Communications, Trust HQ: 25/09/13

For advice relating to completion of this screening, please contact Human Resources on 456111, ext 3807