

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	Alexandra Bayliss
Contact number & email	Ext: 2705/3253 Alexandra.Bayliss@dgh.nhs.uk
Directorate or Department and Team	Human Resources
2. Name of service or policy	SUPPORTING STAFF INVOLVED IN A TRAUMATIC /STRESSFUL INCIDENT, COMPLAINT OR CLAIM 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	All Staff
4. What are the aims of the service/ policy? i.e. what does the policy or service hope to achieve?	The aim of the policy is to advise Staff on how their health, safety and welfare will be protected in the workplace and recognises that workplace issues can cause stress. The purpose of this policy is to outline the systems in place to support staff in coping with such situations.
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; this policy can be used by all staff within the Trust and does not discriminate on the grounds of any of the protected characteristics as outlined in the Equality Act October 2010; the policy actively promotes an open and fair culture that fosters peer support and discourages the attribution of blame.
6. Are there any factors that could lead to different outcomes or satisfaction levels based on	No; support is ongoing and is not time limited. The support is designed around the specific incident and the

people's age, disability, ethnic origin, gender, religion/belief or sexual orientation? If No, please provide brief reasons.	effects this has on the staff member. The policy recognises that every staff member's reaction to an incident is different.
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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 Head of Communications at Trust HQ.

Name of person completing this screening:

Job Title:

Date sent to Head of Service, Matron or Head of department: October 2012

Date sent to Head of Communications, Trust HQ:

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