

## 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.

|  |   |
|--|---|
| <b>1. Name of lead</b>   | Dean Summlar (Senior HR Business Partner)   |
| Contact number & email   | Dean.summlar@dgh.nhs.uk   |
| Directorate or Department and Team   | Human Resources   |
| <b>2. Name of service or policy</b>  | Disclosure Barring and Service Checks Policy  |
| <b>2.1 Version</b>   | 2   |
| Is this a new or existing piece of work?   | New   |
| <b>3. Target audience</b><br>e.g. patients and public; NHS staff; professional health organisations; voluntary organisation; internal staff  | All staff that require a Disclosure & Barring Service Check   |
| <b>4. What are the aims of the service/policy?</b> i.e. what does the policy or service hope to achieve?   | To safeguard patients by ensuring staff recruited and retained undergo the NHS Employers Mandatory Employment Checks.   |
| <b>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?</b><br><i>If No, please provide brief reasons.</i> | No, this policy has no adverse effect on any protected strand of diversity as applies to all employees requiring a Disclosure & Barring Service Check irrespective of diversity.  |
| <b>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?</b><br><b>If No, please provide brief reasons.</b>     | No, this policy has no adverse effect on any protected strand of diversity as applies to all employees requiring a Disclosure & Barring Service Check, irrespective of diversity. |

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**

**Date sent to Head of Service, Matron or Head of department: Feb 2013**

**Date sent to Head of Communications, Trust HQ: 05.2.13**

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