

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	Rachael Bailes
Contact number & email	Rachael.bailes@dgh.nhs.uk 01384 456111 ext 1224
Directorate or Department and Team	Learning and Development, Human Resources
2. Name of service or policy 2.1 Version	Mandatory Training Policy V4
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	NHS Staff
4. What are the aims of the service/policy? i.e. what does the policy or service hope to achieve?	The overall aim of the policy is to ensure that there is a systematic approach to mandatory training within the Trust and as such demonstrates the organisation's approach to recognising the need for and ensuring access for staff access to undertake regular essential training on a specified topics with the aim of reducing clinical risk, increasing patient safety and ensuring staff have the appropriate level of knowledge and skills for their role
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 The policy will not have an adverse effect or impact relating to age, gender, ethnic origin, disability, religious belief or sexual orientation. The policy specifies mandatory training for staff groups within the organisation.
6. Are there any factors that could lead to different outcomes or satisfaction levels based on people's age, disability, ethnic	No The policy does not have an adverse effect on the duty of the Trust to promote good employee relations.

origin, gender, religion/belief or sexual orientation? If No, please provide brief reasons.	All mandatory training is specified as per required by staff group in line with NHSLA and Quality Care Commission, therefore being available for all staff within the trust.
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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:

Rachel Bailes

Job Title:

Senior Learning and Development Business Partner

Date sent to Head of Service, Matron or Head of department: 24.09.13

Date sent to Head of Communications, Trust HQ: 23.10.13

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