

Dudley Group of Hospitals: 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	Ian Phipps
Contact number & email	Ext 3833 Ian.Phipps@dgh.nhs.uk
Directorate or Department and Team	Nursing Directorate
2. Name of service or policy 2.1 Version	Manual Handling, Accountability, Training and Risk Management Policy v4
Is this a new or existing piece of work?	Existing Policy Updated
3. Target audience e.g. patients and public; NHS staff; professional health organisations; voluntary organisation; internal staff	All staff working within the DGNHS Trust
4. What are the aims of the service/policy? I.e. what does the policy or service hope to achieve?	To reduce musculoskeletal injuries caused by manual handling; and to reduce patient injury through good manual handling practices.
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 All Manual handling is based on risk assessment, good practice and equality should be implemented at every stage of any process
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? If No, please provide brief reasons.	No All Manual handling is based on risk assessment and equality issues should be addressed as part of this process. For example issues such as male staff dealing with female patients are addressed in manual handling training

	to support the policy.
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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: Ian Phipps

Job Title: Manual Handling Specialist

**Date sent to Head of Service, Matron or Head of department:
Carol Love-Mecrow on the 14th January 2013**

Date sent to Head of Communications, Trust HQ: 21.1.13

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