






# Equality Impact Assessment Form



## Equality Impact Assessment Form

<b>Managers Name</b>	<b>Cat Rowlands</b>	<b>Division &amp; Department</b>	Clinical Support Services, Breast Imaging
Policy/Service Change or Development	Breast Screening	Outline of proposed policy/service change	Mobile unit to be temporarily based on site to address backlog
Implementation Date	July 2022	Who does it affect?	Eligible Breast screening clients
Have you engaged with staff, patients or the public	In progress	Engagement plan attached	Yes
Have any areas of negative high impact been identified?	Yes	Action Plan attached	Yes

### For Service Change/Development

Current number of patients likely to be impacted by proposed change/development	6904	Annual Referrals		
				
				
Number of staff directly impacted		Number of staff indirectly impacted		

For any service change or development, please contact the Public Participation team before completing this assessment: [sath.engagement@nhs.net](mailto:sath.engagement@nhs.net) 01743 492390



**Date Completed: 13.06.22**

**Signed by Manager completing the assessment:**

For Service changes/developments please forward your completed form to the Public Participation Team [sath.engagement@nhs.net](mailto:sath.engagement@nhs.net). For Policies please forward a copy of the EqIA with your policy, to the Trust's Governance Team .

For completion of the following table please see the guidance notes.

Equality Target Group	(a) Positive Impact	(b) Negative Impact	Neutral impact	Reason/Comment	Action/Mitigation
Sex			None	Screening is offered to all eligible women aged 50 - 71	None required
Gender Reassignment			None	Screening is offered to all patients who are registered as female at their GP surgery	None required
Race			None	Screening is offered to all eligible women aged 50 - 71	None required
Disability	Positive impact	Negative impact		<p>Clients who are learning disabled are given a timed appointment at our hospital unit, as per Breast Screening protocol, where more time can be allocated for the appointment. Our mobile county unit has steps leading up to the unit, so may not be accessible for individuals with mobility issues.</p> <p>Individuals may have further to travel</p>	None required
Age			None	Routine screening offered, in line with national programme, to women aged 50 - 71	None required

<b>Sexual orientation</b>			<b>None</b>	Screening is offered to all eligible women aged 50 - 71	None required
<b>Religion or Belief</b>			<b>None</b>	Screening is offered to all eligible women aged 50 - 71	None required
<b>Pregnancy and Maternity</b>			<b>None</b>	Screening is offered to all eligible women aged 50 - 71	None required
<b>Marriage and Civil Partnership</b>			<b>None</b>	Screening is offered to all eligible women aged 50 - 71	None required
<b>Carers</b>	<b>Positive impact</b>	<b>Negative impact</b>		<p>May affect those who do not drive/access to a vehicle and rely on public transport.</p> <p>Providing a 7 day service offers Carers more choice/flexibility in appointment days and times</p>	<p>Service extended to 7 days/week. Patients are able to book into appointments that suit their transport arrangements</p>

**Other considerations:**

<b>Rurality</b>	<b>Positive impact</b>	<b>Negative impact</b>		<p>May affect those who do not drive/access to a vehicle and rely on public transport.</p> <p>For those individuals who live in rural areas but are of working age the flexibility with location and days/times may have a positive impact.</p>	As above
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<b>Deprivation</b>		<b>Negative impact</b>		May affect those who do not drive/access to a vehicle and rely on public transport. Increase cost in attending an appointment at the main hospital sites.	As above
<b>Language (with particular focus on Welsh patients)</b>			<b>None</b>	Welsh patients will not be impacted by these changes and are invited to attend their appointments via Breast Test Wales.	None required

## EqIA Action Plan

Manager's Name	Cat Rowlands		Division/Department		Breast Imaging	
Negative Impact identified	Group(s) affected	Action/Mitigation	Involvement <i>[Who/How?]</i>	How will actions and proposals be monitored to ensure their success?	Timescale	Completed <i>[Date]</i>
Travel	<b>Carers Rurality Deprivation</b>	Clients are invited to contact the service to book their appointment and so are able to select an appointment at a time and site that is best suited to their individual circumstances. We will be offering weekend and evening appointments, which may benefit clients with transport issues. The rota is opened 6 weeks in advance to allow more choice when booking.	<b>Data Co-Ordinator Breast Screening Office</b>	<b>All uptake is routinely monitored and reported on.</b>	<b>1<sup>st</sup> review -6 months following first invites</b>	<b>07.07.22</b>

Date of next review: .31.01.23. ....

  
 Signed by Manager: .....

## Equality Impact Assessment

### 1.0 Legal requirement for an Equality Impact Assessment.

**1.1** The Equality Act (2010) requires public authorities to conduct an Impact Assessment upon their current or draft policies, practices, functions and services on equality grounds. The Equality Impact Assessment will consider the impact on all areas of diversity, i.e. gender, transgender, disability, race, sexual orientation, age, religious belief, marriage and civil partnership and pregnancy. *[In addition the Trust requires that the impact on Carers, Rurality, Deprivation, and in the case of Welsh patients, the impact of distance on language spoken, be considered]*

### 2.0 An Equality Impact Assessment.

**2.1** The Equality Impact Assessment is an assessment of the effect of current, intended or draft policies, programmes or services for any adverse, negative or detrimental outcomes for individuals from diverse backgrounds. Additionally it provides the structure to implement actions to eradicate any adverse, negative or detrimental outcomes, issues or inequalities.

**2.2** The purpose of the impact assessment specifically to the NHS is to improve our services by ensuring that we do not discriminate and that the promotion of equality is achieved for both patients and employees.

### 3.0 When to conduct an Equality Impact Assessment.

**3.1** Equality Impact Assessments should be carried out on the introduction of all new or revised policies, procedures, and protocols and before implementation of any service change/development or the introduction of a new service.

**3.2** In relation to service delivery the Equality Impact Assessment should be reviewed every three years.

### 4.0 Process of an Equality Impact Assessment.

**4.1** Equality Impact Assessments should follow a \*two-stage process as follows:

- Assessment which highlights negative impacts of the change, as well as areas of positive benefit or good practice.
- An Action plan for those areas of high negative impact identified

## Guidance notes for Equality Impact Assessment Form

### Policy/Service Change or Development

What does this EqIA relate to

### Outline of proposed policy/service change

Please give a brief outline of what is proposed

### Implementation date?

The date the policy was/will be implemented.

### Who does it affect?

Services users i.e. patients, staff and other stakeholders, or others as appropriate.

### Have you engaged with staff, patients or the public?

What process for engagement with the groups involved has been undertaken and when? The purpose of the engagement is to outline to the specific groups how the implementation of the policy will affect them and to raise awareness between the groups.

If an Equality Impact assessment is being carried out in relation to a service change or development, the Trust has a legal duty to engage with its local community and patients groups around the potential change (Section 242).

Under Section 242 of National Health Service Act 2006 (as amended by the Health and Social Care Act 2012), NHS organisations are required to make arrangements to involve and consult patients and the public in:

- Planning of the provision of services;
- The development and consideration of proposals for changes in the way those services are provided, and decisions made by the NHS organisation affecting the operation of services.

The duty applies if implementation of the proposal, or a decision (if made), would have impact on -

- a) The manner in which the services are delivered to users of those services, or
- b) The range of health services available to those users.

For further information and advice regarding engaging the public and your duties to engage please contact the Trust Public Participation Team. As good practice all EqIA's should be reviewed by the relevant patient and public groups for assurance, please contact the Public Participation Team for more information [sath.engagement@nhs.net](mailto:sath.engagement@nhs.net)

### Engagement plan attached

If you are not attaching an engagement plan, please give reasons. An engagement plan must be attached for all service change/development EqIAs



### Current number of patients likely to be impacted by proposed change/development

For service change/development please give details of the number of patients using the service (or part of the service) being considered at the current time.

### Annual Referrals

Please give the number of referrals expected in the next 12 months, and indicate if this is likely to increase, stay the same or decrease in the future.

This information is important to give context and will enable better understanding of the potential impact of proposed changes on the public.

### Number of staff impacted

Please give number of staff directly and indirectly impacted by the proposed change.

### How to complete the high/low, positive/negative impacts table

#### Positive Impacts

The policy/service may have a positive impact on any of the equality groups outlined in relation to promoting equal opportunities and equality, improving relations within equality target groups, providing target need services to highlighted groups. An example of this would be if a targeted training programme for black and minority ethnic women had a positive impact on black and minority women, compared with its impact upon white women and all men. It would not, however, necessarily have an adverse impact on white women or men.

#### Negative Impacts

The policy/service may have a negative/adverse impact upon any of the equality target groups outlined i.e. disadvantage them in any way. An example of this would be that if an event were to be held in a building with no loop facilities, a negative/adverse impact would occur for attendees with a hearing impairment.

### Factor Scores

Impact	
None	You will need to use your judgement and consultation findings to decide whether there is no impact or a high/low impact – whether positive or negative. It is recognised that there may be differences of opinion about a factor score. In this case, it is advised to consult the relevant E&D lead before settling on a score.
Low	
High	

Any **High** Negative Impact score will illustrate a need to complete an EqIA Action Plan. However, it may be useful to complete this even if the negative impact scored low to ensure that a more thorough assessment is carried out. NB: Please retain a copy of the Impact Assessment(s) on your files for audit purposes and address any queries to the relevant **Public Participation or Workforce ED&I Lead**.

## Equality Impact Assessment Process Flowchart

