



### INITIAL SCREENING TOOL

Title of policy/service/function/procedure/programme/ or strategy being assessed: TP/056 Core Training Policy  
Is it New x

Senior Manager Responsible Gill Heuchan  
Department Human Resources  
Section Education

#### EQUALITY IMPACT ASSESSMENT SCREENING TEAM

Name	Department	Role
Gill Heuchan	Human Resources; Clinical Education	Assistant Director of Professional Education Development
Bill O'Neil	Human Resources; Learning OD Equality and Inclusion	Assistant Director of Organisation Development, Equality and Inclusion
Patrick Billups	Human Resources; Education	Education Governance Manager
Keith Miller	Human Resources; Clinical Education	Clinical Education and Training Manager
Jasjit Dhaliwal	Governance and Compliance	Governance and Compliance Manager
Frances Wood	Governance and Compliance	Audit and Compliance Manager
Nicholas Nixon	Human Resources; Learning and Development	Learning & Organisation Development Manager
Carole Livett	Human Resources; Learning and Development	Learning & Organisation Development Manager
Pete Hannell	Staff Side	Union Representative ( Critical friend)

Date of screening June 2010

Please summarise below the aims and objectives of this policy/service/function etc. including any intended outcomes.

This policy outlines the LAS approach to identify the risk management training requirements for all permanent staff, the production of the annual TNA, the delivery evaluation and monitoring of training..

**Please state below who is intended to benefit from this policy/service/function etc. and in what way.**

All staff- The Trust recognises that the development, training and instruction of employees form an essential part of the discharge of this duty to employees and the public. Constructive induction, work place orientation, health, safety, statutory and risk management training delivered alongside personal and professional development provides a framework which supports staff in their duty. Training and development encourages staff to become confident in their role through knowing and understanding what their work involves, why it is carried out and how it should be done safely. This inevitably enhances the performance of individuals and thereby improves the quality performance and efficiency of the Trust

**Please state in the table below whether the policy/service/function etc. could have any potential impact on any of the equality strand groups, whether service users, staff or other stakeholders**

<b>Equality Strand Group</b>	<b>Is there likely to be a positive or neutral impact in regard to:</b>	<b>If the impact is adverse, can this be justified on the grounds of promoting equality of opportunity for an equality strand group or for another reason?</b>
<b>Age</b>	yes	
<b>Disability</b>	yes	
<b>Gender</b>	yes	
<b>Race</b>	yes	
<b>Religion or Belief</b>	yes	
<b>Sexual Orientation</b>	yes	

**Please provide and summarise below any relevant evidence for your declaration above – this could include for example the results of specific consultations, complaints or compliments, customer satisfaction or other surveys, service monitoring and take-up, comments from stakeholders and demographic data.**

The policy seeks to ensure all staff are equipped to undertake their roles safely and effectively, it endeavours to ensure that the LAS fulfils its duty under the health and safety at work act to its employees and to ensure that employees fulfil their duties under that act to colleagues, peers, patients and the public. The policy sets out to ensure that all staff understand their roles and responsibilities within the legislative, regulatory and mandatory frameworks, thus the training provided should benefit staff patients the public and the organisation.

**Are there any gaps in the evidence you have which make it difficult for you to determine whether there would be an adverse impact?**

**No X**

**If yes, please state below how you intend to acquire this evidence and your timescales for doing so.**

**If you have identified a positive or negative potential impact for any equality strand group, which is not legal or justifiable, then you must complete a full Equality Impact Assessment. Please insert below any issues you have identified/recommendations for the full Equality Impact Assessment.**

**If you have only identified a neutral or positive impact on any equality strand group then no further action is required, other than having your Director sign off this form, a copy stored on the shared drive and sent to Communications for publication on the Trust's website.**

**Name of Director: Caron Hitchen**

**Signature:**

