



# London Ambulance Service

NHS Trust



LA035

## Initial Screening Tool

Title of policy/service/function/procedure/ programme/ or strategy being assessed: TP015 Procedure for responding to enquiries and giving evidence at Coroners Inquests and Statements at police interviews \_\_\_\_\_

Is it new  or revised

**(If revised, please attach a copy of the original Equality Impact Assessment.)**

Senior Manager Responsible Nicola Foad (Head of Legal Services)

Department Legal Services

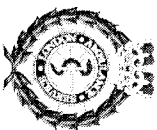
Section

### Equality Impact Assessment Screening Team

Name	Department	Role
Nicola Foad	Legal Services	Head of Legal Services
Maxine Ruff	Legal Services	Claims Manager
Kim Bayard	Legal Services	Claims Manager
Janice Markey	Equality and Inclusion Team	Equality and Inclusion Manager
Sarah Hardy	Staffside	Critical friend/ Union Rep/ Paramedic

Date of screening 30/07/10

Title: Equality Impact Assessment Guidance and Form	Version: 3.0
Date: 16/03/2010	Owner: Equality and Inclusion



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

1. To ensure, effective communication takes place with the Coroners/ Police and all relevant information is obtained.
2. To establish time scales for producing requested information are established.
3. To obtain clarity at the outset as to whether there is any criticism of the LAS.
4. To put in place clear mechanisms after receiving a call or written enquiry from the Coroner/ Police to ensure that appropriate action is taken.
5. To ensure that if statements are required, staff are notified as soon as possible.
6. To ensure that if staff are required to attend a Coroners Inquest/ Police interview they feel fully supported by the LAS NHS Trust.

Please state below who is intended to benefit from this policy/service/function etc. and in what way.  
Staff, staff managers, Legal Services, Metropolitan Police Service & other service users.

Defined roles and responsibilities, expectations and approach makes for a fair and consistent procedure.

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

Equality Strand Group	Is there likely to be a positive or neutral impact in regard to:	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?
Age	Neutral	
Disability	Neutral	

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Gender	Neutral	
Race	Neutral	
Religion or Belief	Neutral	
Sexual Orientation	Neutral	

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.

There is no evidence of any adverse impact. Monitoring takes place at a minimum, on a three-yearly basis. However, the procedure is regularly monitored and updated when and where necessary and comments from staff and/or service users are considered and adjustments made.

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  Yes

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

By making available a Feedback Questionnaire regarding support provided to staff by legal services/staff managers with an equalities monitoring proforma attached. The results are to be fed back to our Risk Compliance Assurance Group in the reports provided by the Head of Legal Services. This will be actioned by February 2011.

A section on giving evidence at criminal proceedings is to be added to this procedure.

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.

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No positive or negative potential impact identified.

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:

Sandra Adams

Signature:

Date:

6/12/10.

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