



EQUALITY ANALYSIS TOOL & GUIDANCE
INITIAL SCREENING TOOL

Title of policy/service/function/procedure/programme/ or strategy being assessed: TP 03 Statement of duties

(Please remember that even informal policies & procedures need to be equality analysed.)

Is it new **or revised**

(If revised, please attach a copy of the original Equality Analysis.)

Senior Manager Responsible David Whitmore – Senior Clinical Adviser to the Medical Director

Department Medical Directorate

Section _____

EQUALITY ANALYSIS SCREENING TEAM (Please enter below the names of the project team members who carried out this initial screening with you and their role in the screening (e.g. team colleague or critical friend)).

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Name	Department	Role
David WHITMORE	Medical Directorate	
Peter DALTON	Medical Directorate	
Joanne SMITH	Medical Directorate	

Date of screening 4th August 2012

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

TP03 covers the obligations of all London Ambulance Service staff in serving patients, their relatives and carers.

It confirms the responsibility of all LAS staff to always:

1. Strive to preserve life and alleviate suffering.
2. Care for each patient as an individual, with courtesy, respect and dignity.
3. Avoid any action that is detrimental to the interests of the patient or to those involved in the patient's care.

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

Staff – From having a clear framework on which to base their interaction with patients.

Patients – This policy provides a clear statement to which they can be assured the LAS will hold its' staff

Please state in the table below whether the policy/service/function etc. could have any potential impact on anyone from a “protected characteristic” group, whether service users, staff or other stakeholders

“Protected Characteristic 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 a “protected characteristic” group or for another reason?
Age	Neutral	
Disability	Neutral	
Gender Reassignment	Neutral	
Marriage and Civil Partnership (duty only applies to elimination of discrimination)	Neutral	
Pregnancy and Maternity	Neutral	
Race	Neutral	
Religion or Belief	Neutral	
Sex	Neutral	

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Sexual Orientation	Neutral	
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Can the policy/service/function etc. be used to advance equality and foster good relations, including for example, participation in public life? If so, how?

Please provide and summarise below any relevant evidence for your declaration above, including any engagement activities – 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.

Monitoring through: CQSE, Learning From Incidents Group, Area Governance Meetings

Legal Department: Monitoring of Claims and Inquests

Quarterly review via the Clinical Performance Indicator process (CPI), and Incident Reporting System

Quarterly review by Quality Assurance Team

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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.

You must complete a full Equality Analysis if you have identified a positive or negative potential impact for any “protected characteristic” group, which is not legal or justifiable or if you have identified any gaps in evidence which make it difficult for you to determine whether there would be adverse impact. Please insert below any issues you have identified/recommendations for the full Equality Analysis.

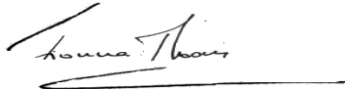
If you have only identified a neutral or positive impact on any “protected characteristic” group then no further action is required, other than having your Director sign off this form, a copy stored on the shared drive and sent to Communications for publication on the Trust’s website.

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Name of Director:

Dr. Fiona MOORE

Signature:



Date: 8th Aug 2012

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