



Initial Screening Tool

Title of policy/service/function/procedure/ programme/ or strategy being assessed: **OP/002 Procedure Covering the Issue and use of Drugs by LAS staff**

Is it new or revised

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

Senior Manager Responsible David WHITMORE
Department Medical Directorate
Section

Equality Impact Assessment Screening Team

Name	Department	Role
David Whitmore	Medical Directorate	Principal Author / Reviewer
Daryl Mohammed	Medical Directorate	Adviser
Mark Faulkner	Medical Directorate	Adviser
Fionna Moore	Medical Directorate	Adviser

Date of screening Between December 2009 and March 2010 as the revised policy was altered

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

This procedure covers how drugs are to be requisitioned, issued and disposed of. It also covers auditing of these procedures. This procedure **does not** seek to cover the detailed administration of specific drugs that can be administered to a patient. That information is contained in the current LAS pocket book version of the Joint Royal Colleges Ambulance Liaison Committee – UK Ambulance Service Clinical Practice Guidelines (JRCALC Guidelines).

Objectives

1. To ensure that Assistant Directors Operations and Ambulance Operations Managers are aware of their responsibilities with policies and procedures regarding procurement, storage, security and handling for all drugs stocked on their stations / vehicles or carried by their staff.
2. That the Logistics Department ensures adequate provision and exchange of sealed drug packs and sealed Paediatric Advanced Life Support packs on every LAS ambulance station and maintains the provision of station based drugs.
3. To ensure that all ambulance staff are aware of their responsibilities regarding the storage and security of drugs within their possession or held on the vehicle during their shift period.
4. To define the practices and processes to be followed by staff in the issue and management of drugs within the Trust.
5. To define the reporting lines and assurance processes that the Trust will follow to monitor this procedure

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6. To define the responsibilities of individuals, departments and committees in the issue and management of drugs within the Trust.

NOTE: THIS PROCEDURE IS UNDER CURRENT REVIEW BY THE MEDICINES MANAGEMENT GROUP

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

This policy is for the guidance and use of LAS staff and managers only. It does not seek to provide any form of service / treatment to patients.

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	
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.

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This policy has been revised over a period of three months with advice and input from the Local Intelligence Group for Controlled Drugs of Westminster PCT, SCD6 – Drugs Directorate – Metropolitan Police and the Governance Development Unit LAS.

As it is an application of the legal framework by which staff order, store, carry and administer drugs, (other than controlled drugs), the principal author and reviewer is satisfied that no further EQIA action need be taken.

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 ✓

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.

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London Ambulance Service **NHS**
NHS Trust

A handwritten signature in black ink, appearing to read 'Fiona Moore', with a long horizontal flourish underneath.

Name of Director: Fiona Moore

Signature:

Date: 02/03/10

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