

## Equality, Good Relations and Human Rights Screening Template

**\*\*\*Completed Screening Templates are public documents and will be posted on the Trust's website\*\*\***

See 'Equality, Good Relations and Human Rights Screening Guidance Notes' (on SharePoint) for further background information on the relevant legislation and for help in answering the questions on this template.

### **(1) Information about the Policy/Proposal**

(1.1) Name of the policy/proposal

Supporting Staff Involved in Incidents, Complaint, Claims and Coroner's Inquests.

(1.2) Is this a new, existing or revised policy/proposal?

New – Regional Policy which has been adopted to include SHSCT specific support resources available to staff.

(1.3) What is it trying to achieve (intended aims/outcomes)?

The purpose of this policy is to set out the framework for the provision of support and advice to staff prior to, during and after their involvement in Incidents, Complaints, Claims and Inquests as required by:

- Clarifying the availability of support for staff, in the event of them being involved in a traumatic or stressful incident, complaint, claim or investigation;
- Identifying responsibilities for staff and managers in these circumstances;
- Providing guidance for managers supporting staff in these situations; and
- Providing staff with details of how to access the support available regardless of the extent of their involvement.

The objective of this policy is to ensure all staff are aware of the arrangements for seeking support when involved in incidents, complaints, claims or investigations.

(1.4) Are there any Section 75 categories which might be expected to benefit from the intended policy/proposal?

All section 75 categories are expected to benefit from this policy

(1.5) Who owns and who implements the policy/proposal - where does it originate, for example DoH, HSCB, the Trust?

The Southern Health & Social Care Trust will own and implement this policy as the Corporate Clinical and Social Care Governance Co-Ordinator will be responsible for the implementation of the Policy. The Medical Director has overall responsibility for the Policy while the Lead Author is Interim Assistant Director for Clinical and Social Care Governance.

(1.6) Are there any factors that could contribute to/detract from the intended aim/outcome of the policy/proposal/decision? (Financial, legislative or other constraints?)

There are no restrictions or factors identified that can affect it in any way.

(1.7) Who are the internal and external stakeholders (actual or potential) that the policy/proposal/decision could impact upon? (E.g. staff, service users, other public sector organisations, trade unions, professional bodies, independent sector, voluntary and community groups etc.)

This policy applies to all those working within, providing services to or acting on behalf of the Southern Health and Social Care Trust. There are no exceptions.

(1.8) Other policies with a bearing on this policy/proposal (for example regional policies) - what are they and who owns them?

- Regional HSC Complaints Procedure
- SHSCT Service User Feedback Policy and Procedure
- Regional Serious Adverse Incidents (SAI) Procedure
- SHSCT Incident Management Policy
- Early Alerts Policy
- Health and Safety Policy and Procedures
- Risk Management Procedure
- Information Governance Policies and Procedures
- Infection, Prevention & Control Policy & Procedures
- Being Open Policy
- Claims Management Policy
- Whistle Blowing Policy

## **(2) Available evidence**

Evidence to help inform the screening process may take many forms. What evidence/information (both qualitative and quantitative) have you gathered to inform this policy?

### **2.1 Composition of Southern Trust Workforce**

<b>Section 75 Group</b>	<b>Southern Trust Workforce Profile as at 1 January 2023</b>	<b>Percentage</b>
<b>Gender</b>	Female	<b>85.0%</b>
	Male	<b>15.0%</b>
<b>Religion</b>	Protestant	<b>34.3%</b>
	Roman Catholic	<b>56.6%</b>
	Neither	<b>9.1%</b>
<b>Political Opinion</b>	Broadly Unionist	<b>8.9%</b>
	Broadly Nationalist	<b>9.8%</b>
	Other	<b>7.7%</b>
	Do Not Wish To Answer/Not Known	<b>73.6%</b>
<b>Age</b>	16-24	<b>8.9%</b>
	25-34	<b>24.1%</b>
	35-44	<b>26.1%</b>
	45-54	<b>20.4%</b>
	55-64	<b>17.1%</b>
	65+	<b>3.4%</b>
<b>Marital Status</b>	Single	<b>33.4%</b>
	Married	<b>55.4%</b>
	Not Known	<b>11.2%</b>
<b>Dependent Status</b>	Caring for a Child/Children / Dependant Older Person / Person With a Disability	<b>15.6%</b>
	None	<b>31.0%</b>
	Not Known	<b>53.4%</b>
<b>Disability</b>	Yes	<b>2.4%</b>
	No	<b>73.9%</b>
	Not Known	<b>23.7%</b>
<b>Ethnicity</b>	Bangladeshi	<b>0.02%</b>
	Black African	<b>0.24%</b>
	Black Caribbean	<b>0.01%</b>
	Black Other	<b>0.03%</b>
	Chinese	<b>0.11%</b>
	Filipino	<b>0.46%</b>
	Indian	<b>0.81%</b>
	Irish Traveller	<b>0.02%</b>
	Mixed Ethnic	<b>0.16%</b>
	Pakistani	<b>0.12%</b>
	White	<b>74.82%</b>
Not Known	<b>23.22%</b>	
<b>Sexual Orientation towards:</b>	Opposite Sex	<b>56.3%</b>
	Same Sex	<b>1.1%</b>
	Same and Opposite Sex	<b>0.2%</b>
	Do Not Wish To Answer/Not Known	<b>42.4%</b>

## 2.2 Southern Trust's Area Population Profile – Census 2011

<b>Section 75 Group</b>	<b>Trust's Area Population Profile (Population of 358,034)</b>	<b>Percentage</b>
<b>Gender</b>	Female	<b>50.36</b>
	Male	<b>49.64</b>
<b>Religion</b>	Protestant	<b>39.15</b>
	Roman Catholic	<b>56.69</b>
	Other	<b>4.16</b>
<b>Political Opinion</b>	Not collected	
<b>Age</b>	0-15	<b>22.73</b>
	16-24	<b>12.25</b>
	25-44	<b>28.45</b>
	45-64	<b>23.40</b>
	65-84	<b>11.69</b>
	85+	<b>1.48</b>
<b>Marital Status (aged 16+ years)</b>	Single	<b>34.99</b>
	Married/Civil Partnership	<b>50.24</b>
	Other	<b>14.77</b>
<b>Dependent Status</b>	Caring for a Child/Children/Dependant Older Person/Person(s) With a Disability	<b>11.34% of usually resident population provide unpaid care</b>
<b>Disability</b>	Yes	<b>19.64</b>
	No	<b>80.36</b>
<b>Ethnicity</b>	Asian Other	<b>0.20</b>
	Bangladeshi	<b>0.01</b>
	Black African	<b>0.11</b>
	Black Caribbean	<b>0.01</b>
	Black Other	<b>0.10</b>
	Chinese	<b>0.22</b>
	Indian	<b>0.17</b>
	Irish Traveller	<b>0.15</b>
	Mixed Ethnic Group	<b>0.29</b>
	Other	<b>0.16</b>
	Pakistani	<b>0.07</b>
	White	<b>98.51</b>
<b>Sexual Orientation</b>	Estimated 6-10% of persons identify as lesbian, gay, bisexual – <i>Source: 2012 report by Disability Action &amp; Rainbow Project</i>	

**(3) Needs, experiences and priorities**

(3.1) Taking into account the information above what are the different needs, experiences and priorities of each of the Section 75 categories and for both service users and staff.

<b>Section 75 Category</b>	<b>Details of Needs, Experiences and Priorities</b>	
	<b>Staff</b>	<b>Service Users</b>
<b>Gender</b>	This policy is designed to meet the needs of both men and women	N/A
<b>Age</b>	This policy is designed to meet the needs of all ages	N/A
<b>Religion</b>	This policy is designed to meet the needs of service users of all religions. The Trust will take into account differing religious opinions	N/A
<b>Political Opinion</b>	This policy is designed to meet the needs of service users of all political opinions	N/A
<b>Marital Status</b>	This policy is designed to meet the needs of service users who are married, single, separated, divorced, widowed or have a partner of the opposite sex	N/A
<b>Dependent Status</b>	This policy is designed to meet the needs of all service users with or without dependents	N/A
<b>Disability</b>	This policy is designed to meet the needs of all service users with or without disabilities.	N/A
<b>Ethnicity</b>	This policy is designed to meet the needs of all service users from all ethnic backgrounds.	N/A
<b>Sexual Orientation</b>	This policy is designed to meet the needs of all service users including those with same sex partners	N/A

(3.2) Provide details of how you have involved stakeholders, views of colleagues, service users and staff etc when screening this policy/proposal.

This Policy has been shared for review and consultation with:

- Directorate Governance Co-Ordinators
- Corporate Governance Co-Ordinator
- Corporate Governance Manager
- Policy Scrutiny Committee
- Clinical Psychology
- Learning and Development
- Bereavement Services
- Human Resources and Organisational Development Director
- Litigation Department

With regards to dissemination, this Policy will be:

- Shared with Senior Leadership Team (SLT)
- Disseminated to all SHSCT staff through the use of Global circular
- Made available on SHSCT SharePoint on Policy Centre for staff access

#### **(4) Screening Questions**

You now have to assess whether the impact of the policy/proposal is major, minor or none. You will need to make an informed judgement based on the information you have gathered.

<b>(4.1) What is the likely impact of equality of opportunity for those affected by this policy/proposal, for each of the Section 75 equality categories?</b>			
<b>Section 75 category</b>	<b>Details of policy/proposal impact</b>		<b>Level of impact? Minor/major/none</b>
	<b>Staff</b>	<b>Service Users</b>	
<b>Gender</b>	All section 75 categories are expected to benefit from this policy equally	N/A	Minor - Positive
<b>Age</b>	All section 75 categories are expected to benefit from this policy equally	N/A	Minor - Positive
<b>Religion</b>	All section 75 categories are expected to benefit from this policy equally	N/A	Minor - Positive
<b>Political Opinion</b>	All section 75 categories are expected to benefit from this policy equally	N/A	Minor - Positive
<b>Marital Status</b>	All section 75 categories are expected to benefit from this policy equally	N/A	Minor - Positive
<b>Dependent Status</b>	All section 75 categories are expected to benefit from this policy equally	N/A	Minor - Positive
<b>Disability</b>	All section 75 categories are expected to benefit from this policy equally	N/A	Minor - Positive
<b>Ethnicity</b>	All section 75 categories are expected to benefit from this policy equally	N/A	Minor - Positive
<b>Sexual Orientation</b>	All section 75 categories are expected to benefit from this policy equally	N/A	Minor - Positive

<b>(4.2) Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?</b>	
<b>Section 75 category</b>	<b>Please provide details</b>
<b>Gender</b>	None
<b>Age</b>	None
<b>Religion</b>	None
<b>Political Opinion</b>	None
<b>Marital Status</b>	None
<b>Dependent Status</b>	None
<b>Disability</b>	None
<b>Ethnicity</b>	None
<b>Sexual Orientation</b>	None

<b>(4.3) To what extent is the policy/proposal likely to impact on good relations between people of different religious belief, political opinion or racial group? minor/major/none</b>		
<b>Good relations category</b>	<b>Details of policy/proposal impact</b>	<b>Level of impact Minor/major/none</b>
<b>Religious belief</b>	The policy is beneficial to all groups regardless of religious belief and will have no specific impact on good relations between people of differing religious beliefs.	None
<b>Political opinion</b>	The policy is beneficial to all groups regardless of religious belief and will have no specific impact on good relations between people of differing religious beliefs.	None
<b>Racial group</b>	The policy is beneficial to all groups regardless of religious belief and will have no specific impact on good relations between people of differing religious beliefs.	None



<b>(4.4) Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?</b>	
<b><i>Good relations category</i></b>	<b><i>Please provide details</i></b>
<b>Religious belief</b>	None
<b>Political opinion</b>	None
<b>Racial group</b>	None

### **(5) Consideration of Disability Duties**

(5.1) How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people?

Any training will take consideration of staff with disabilities to ensure full participation of all involved. The Trust is committed to ensuring it meets its obligations within the Disability Discrimination Act 1995 and the United Nations Convention on the Rights of People with Disabilities. Trust staff are trained with regards to the Mental Capacity (NI) Act 2016 and Deprivation of Liberties to ensure Service Users are appropriately treated in instances where the service user lacks capacity to make an informed decision. The Trust has a number of policies/plans in place including a Disability Action Plan as well as staff training, aimed at encouraging disabled people participation in public life and promoting positive attitudes towards disabled people including staff with disabilities.

The Trust is committed to Equal Opportunities.

### **(6) Consideration of Human Rights**

The Trust has a duty to act compatibly and must take Human Rights considerations into account in its day-to-day functions/activities.

(6.1) How does the policy/proposal impact on Human Rights?  
Complete for each of the articles

Article	Positive impact	Negative impact = human right interfered with or restricted	Neutral impact
Article 2 – Right to life			X
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment			X
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour			X
Article 5 – Right to liberty & security of person			X
Article 6 – Right to a fair & public trial within a reasonable time			X
Article 7 – Right to freedom from retrospective criminal law & no punishment without law			X
Article 8 – Right to respect for private & family life, home and correspondence.	X		
Article 9 – Right to freedom of thought, conscience & religion			X
Article 10 – Right to freedom of expression			X
Article 11 – Right to freedom of assembly & association			X
Article 12 – Right to marry & found a family			X
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights			X
1 <sup>st</sup> protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property			X
1 <sup>st</sup> protocol Article 2 – Right of access to education			X

**Please note: If you have identified potential negative impact in relation to any of the Articles in the table above, speak to your line manager and/or Equality Unit on tel: 028 375 64151. It may also be necessary to seek legal advice.**

<p>(6.2) Please outline any actions you will take to promote awareness of human rights and evidence that human rights have been taken into consideration in decision making processes.</p> <ul style="list-style-type: none"> <li>The policy will take into account human rights considerations e.g. The Mental Capacity Act.</li> <li>The e-learning module on Equality, Diversity, Human Rights and Good Relations is promoted alongside face to face training programmes for all staff</li> </ul>
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- Human rights of staff and service users were discussed throughout the screening process
- Considering human rights aspects as an integral part of the Trust's decision making processes and in this instance policy development, implementation and review as part of audit and quality improvement, regular feedback will be sought from service users to ensure needs continue to be met.

**(7) Screening Decision**

(7.1) Given the answers in Section 4 of this template, how would you categorise the impacts of this decision or policy/proposal? *(Please tick one option below and list your reasons for the decision in 7.2 below)*

Major impact	EQIA Required? <i>(Delete as appropriate)</i>		
		Yes	No
Minor impact	X Positive	Mitigation Required	Alternative Policy Required
		Yes/No	Yes/No
No impact		Screened Out	

(7.2) Please give reasons for your decision and detail any mitigation or alternative policies considered.

The Trust has carried out an equality screening of the policy and has not identified a potential adverse impact for the nine equality categories. It is considered that this policy will have a minor positive impact. This policy is to set out the framework for the provision of support and advice to staff prior to, during and after their involvement in Incidents, Complaints, Claims and Inquests.

(7.3) Do you consider the policy/proposal needs to be subjected to ongoing screening? NB: for strategies/policies that are to be put in place through a series of stages – screen at various stages during implementation.

Yes	
No	X

**(8) Monitoring**

(8.1) Please detail how you will monitor the effect of the policy/proposal for equality of opportunity and good relations, disability duties and human rights?

Monitoring will take place as part of existing departmental/internal/external audit arrangements, particularly where there has been increased uptake in response to the Policy and available resources detailed within.


**Approved Lead Officer:** Stacey Hetherington

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**Date:** 05/07/2023

**Policy/proposal screened by:**  05/07/2023

**Please forward completed screening template to [Equality.Unit@southerntrust.hscni.net](mailto:Equality.Unit@southerntrust.hscni.net) for inclusion in the Trust's Policy Screening Reports which are uploaded to the Trust's website.**