

# EQUALITY IMPACT ASSESSMENT

Care Group / Corporate Services:

Corporate

Name of Service/Title of Policy or Strategy, Name of Event:

Being Open, Duty of Candour Policy

Equality Impact Assessment Undertaken by:

Robert Maginnis

Service:

Policy:

Event:

Strategy:

Date undertaken:

10/03/2022

## Questions

### 1. What are the main aims and purposes of the Policy / Service / Event or Strategy?

The purpose of this policy is to set out the arrangements and legal requirements for open and honest communication following an incident, complaint or claim in compliance with the Being Open principles and Duty of Candour requirements.

### 2. Who is involved in delivering the service, implementing the policy or strategy / organising the event? (i.e., partnerships, stakeholders or agencies)

All clinical staff and staff who have a key role in sharing information with the relevant people following an incident.

### 3. What information / data or experience can you draw on to provide an indication of the potential inclusive / exclusive results of delivering this service or event / implementing the policy or strategy to different groups of people and the different needs of people with protected characteristics in relation to this policy / service / event or strategy?

Individuals including those who needs may differ and with protected characteristics retain both the right and responsibility for their own decisions even if those decisions may at times be seen by others to be different, unwise, or eccentric. Where support is needed to help individuals make decisions, this should be on the basis of safeguarding the person's best interest and be achieved in the least restrictive manner possible. This will also be in a way to ensure individuals understand this in a manner/method they require.

*Please complete the following table in reference to the impact checklist, your own consultations and impact research suggestions.*

Protected Characteristics	Positive Impact	Neutral Impact	Negative Impact	Evidence for Impact
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Please complete the following table in reference to the impact checklist, your own consultations and impact research suggestions.

Protected Characteristics	Positive Impact	Neutral Impact	Negative Impact	Evidence for Impact
Gender reassignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Marriage and civil partnership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Pregnancy and maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sexual Orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Disadvantaged groups	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Carers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**4. What positive impacts are there for this policy / service / event or strategy to better meet the needs of people with protected characteristics?**

This policy supports all individuals in a supportive and inclusive approach

*If there are no negative impacts skip to point 7.*

**5. What action would be needed to ensure the policy / service / event or strategy overcomes:**

- Discriminatory negative impacts
- Exclusion

Failure to meet the needs of people from across the protected characteristics and opportunities for promoting equality and inclusion are maximised.

**6. Recommended steps to avoid discrimination and ensure opportunities for promoting equality and inclusion are maximised.**

Impact identified	Action required/explanation if none taken	Lead responsible for overseeing actions	Timescales	Costs (where applicable)

**7. What arrangements are going to be made to monitor and review the adverse impact in the future?**

How the equality impact of the service/event/policy/strategy will be monitored?	Through the policy review process
Frequency of monitoring	3 yearly
How the monitoring results will be used and where they will be published?	To inform changes to policy and detailed in the tracking document
Who will be responsible for reviewing monitoring results and initiating further action where required?	Author
Any changes that have been made to remove or reduce any negative impacts as a result of conducting the equality impact assessment?	None in this version
Any action points should be included in Care Group / Corporate action plans, with monitoring and review processes.	N/A

**8. Is further work / consultation required? If yes, please explain how this is to be carried out and the time frame for completion.**

Yes  No

Consultation has been undertaken with relevant people as per the policy review process

The Equality Impact Assessment will be reviewed in line with changes to services, client or staff groups, legislation or policy review.

**Name of lead:**

Robert Maginnis

**Head of service:**

Head of Patient Safety (Patient Safety Specialist)

**Designation:**

Head of Patient Safety (Patient Safety Specialist)

**Signature:**



**Signature:**



**Date:**

10/03/2022

Once completed and signed by your head of service if it's a policy please send a copy to please send to the Policy Review Panel, or anything else to the Equality Workstream.