

Equality Impact Assessment

1. Name of Policy	Record Keeping – all policies that fall under this umbrella
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2. Clinical Governance	Dr J Graham Dr R Patel
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3. Service	ENT/Vasectomy
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4. Assessment completed by	a) Name	b) Title
Author	Cheryl Palmer	Practice Business Manager
Date assessment completed:	September 2013	

5. Does the policy benefit or have an impact on staff and/or the public? (please ✓)						
Staff	Yes	✓	No		Not Sure	
Public	Yes	✓	No		Not Sure	

6. Is there a Differential Impact?					8. Is there concern?		9. Total Scores	
	7a) Is there any information or reason to believe that the operation of this policy would or does affect groups differently? Answer: Yes No/Not Applicable ✓ Not Sure		7b) How much information or evidence is there? Answer: Not Applicable None ✓ Little Some Substantial		Has there been any concern expressed by the public or staff about the operation of this function or policy? Answer: Not Applicable None ✓ Little Some Substantial		Staff	Public
	Staff	Public	Staff	Public	Staff	Public		
Age	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0
Transgender	0	0	0	0	0	0	0	0
Race and Ethnicity	0	0	0	0	0	0	0	0
Religion and Belief	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0
Sub Total							0	0
Grand Total							0	

7. Priority (see Priority Scoring grid below)			
Total score	0	Priority (low, medium, high)	I

Priority Scoring	
Low	0 – 9
Medium	10 - 29
High	30+

Low = A full Equality Analysis is not required, but details of non-applicability must be detailed below

Medium = A full Equality Analysis must now be completed ,ensuing engagement with appropriate internal stakeholders

High = A full Equality Analysis must now be completed, ensuing engagement with appropriate external stakeholders

8. Reasons for non-applicability	
Equality strand	Reasons
Age	This policy has a positive impact and is applied across all of BICS and its services
Disability	This policy has a positive impact and is applied across all of BICS and its services
Gender	This policy has a positive impact and is applied across all of BICS and its services
Transgender	This policy has a positive impact and is applied across all of BICS and its services
Race and Ethnicity	This policy has a positive impact and is applied across all of BICS and its services
Religion and Belief	This policy has a positive impact and is applied across all of BICS and its services
Sexual Orientation	This policy has a positive impact and is applied across all of BICS and its services

9. Partner sign-off	
Signed	Dr J Graham
Date	01.10.13