

Equality Impact Assessment (EIA) Stage 1

Policy or Service being Assessed:		
CARE PROGRAMME APPROACH OPERATIONAL PROCEDURES (Clinical folder CPAOP/AW/AS/0309)		
Lead Person: Andrea Webster		
Person(s) responsible for carrying out the assessment (if not the Lead Person).		
<ul style="list-style-type: none"> • CPA Lead • Head of PPI / Equality 		
1. Is this a new or existing policy or service?	New	Existing: ✓ (revised June 2010)
2. What is the expected outcome of the service / policy? (E.g. aims, objectives and purposes of the service / policy, standards for practice)		
<p>This document defines the operational elements of the CPA in North Staffordshire Combined Healthcare NHS Trust</p> <p>This document aims to provide a clear statement of the operational deliverance of the values and principles of the Care Programme Approach (CPA) implemented across North Staffordshire Combined Healthcare NHS Trust. It follows the publication of the Department of Health Policy and Practice guidance <i>Refocusing the Care Programme Approach</i> in March 2008.</p> <p>The policy also includes 6 guiding principles of the Care Programme Approach</p> <p style="text-align: center;"><u>Equality and Diversity</u></p> <p>The policy includes the Trust's Equality Statement</p> <p>The Trust's objective is to deliver high quality services that are accessible, responsive and appropriate to meet the diverse needs of different groups and individuals.</p> <p>The Trust aspires to be an Equal Opportunities employer and service provider. Our aim is to</p>		

ensure that all employees and service users are not subject to any form of discrimination, harassment and/or bullying at any time on the basis of their age, gender, ethnic origin, colour, disability, illness (such as HIV or AIDS), marital status, nationality, race, religion, sexual orientation and social background.

2. Does this policy / service link to others? If yes please state link below:

Yes - Associated Documents:

- Refocusing the Care Programme Approach (published March 2008)
www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_083647
- Making the CPA work for you (published March 2008)
www.dh.gov.uk/en/Publicationsandstatistics/Publications/DH_083650
- The policy also lists (see appendix 2 of the policy) 34 other Trust policies and guidelines that the CPA Operational Procedures document link to.

3. Who is intended to benefit from the policy / service? In what way?

This document applies to all areas of the Trust where the care programme approach is the principle clinical process; it is inclusive of all individuals employed in these areas by the Trust, including students, locum and agency staff.

- **Staff** – provides a detailed operational framework for staff from all agencies to work within
- **Patients** – Supports person centred / coordinated care for I
- **Carers** – Recognising and responding to carers needs

4. How is the policy / service to be put into practice? Who is responsible?

ROLES AND RESPONSIBILITIES

The policy clearly identifies and provides a detailed framework of responsibilities for the care co-ordinator, working in accordance with the service users wishes and needs and the guiding principles of the CPA approach.

5. How and where is information about the policy / service publicised? Example on the Trust intra net, and the internet/portal.

The Policy will be accessible via the Trust's intra net and Portal.

6. What regular consultation do you carry out with difference communities and groups re the policy / service?

Dissemination

A copy of this policy will be filed on the intra-net in the Clinical Policy Folder.

- Period of 12 week consultation via the Trust intra net
- Review by the CPA group
- Review at the Quality and Information Governance Committee (QIGC)

7. Are there concerns that the policy / service could have an adverse impact because of:	Yes:	No:
Age	✓	
If YES to the above please state evidence (either presumed or otherwise)		
Disability		✓
If YES to the above please state evidence (either presumed or otherwise)		
Gender		✓
If YES to the above please state evidence (either presumed or otherwise)		
Ethnicity	✓	
If YES to the above please state evidence (either presumed or otherwise)		
Sexual Orientation		✓
If YES to the above please state evidence (either presumed or otherwise)		
Religion / Belief		✓
If YES to one or more of the above please state evidence (either presumed or otherwise) do you have for this?		
8. Do the differences amount to discrimination and the potential for adverse impact in this policy?	Yes:	No: ✓
9. What information do you currently have in place to support your assessment?		
We have a range of information in place to refer to as part of this screening including		
<ul style="list-style-type: none"> • National Adult Mental Health Surveys and supportive action plans which includes some very specific questions around equality strands, privacy, dignity & respect, rights etc. 		

<ul style="list-style-type: none"> • Local surveys and audits for patients registered on CPA • Count me in Census • Planned audit around BME patient experience • PALS and complaints monitoring • Local Census data 		
<p>10. If YES could it still be justifiable e.g. on grounds of promoting equality of opportunity for one group? Or any other reason</p> <p>i.e. Indirect discrimination can be justifiable sometimes when a service is being provided for a particular target group e.g. Asian women's breast screening, Gay men's sexual health clinic, gender specific services /environments</p>	<p>Yes:</p>	<p>No:</p> <p style="text-align: center;">✓</p>
<p>If YES, please give reasons:</p>		<p>No</p>
<p>11. Do you think this policy / service specifically contributes to promoting equality and diversity in North Staffordshire? If so, in what way? Please note any examples of good practice</p> <p>The policy includes the Trust's Equality Statement:</p> <p>The Trust's objective is to deliver high quality services that are accessible, responsive and appropriate to meet the diverse needs of different groups and individuals.</p> <p>The Trust aspires to be an Equal Opportunities employer and service provider. Our aim is to ensure that all employees and service users are not subject to any form of discrimination, harassment and/or bullying at any time on the basis of their age, gender, ethnic origin, colour, disability, illness (such as HIV or AIDS), marital status, nationality, race, religion, sexual orientation and social background.</p>		
<p>12. Should there now be a Full Impact Assessment and if so, what are the reasons for this?</p>	<p>Not Required as long as the monitoring reports referred to in this screening assessment are maintained, reviewed and responded to accordingly. (see Action Plan)</p>	
<p>13. Date on which full assessment to be completed by.</p>	<p>N/A</p>	

Equality Impact Assessment Action Plan Template

To be used for both low level impact changes identified via EqIA screening and high level impact changes following full EqIA.

Name of Service or Policy: Care Programme Approach Operational Procedures
Date: 24/6/10

Equality Issues Identified:

Unable to identify potential adverse impact due to limited monitoring information relating to demographic details of patient who are on CPA.

Increase use of useful available information for monitoring and review purposes.

Groups or Communities Affected:

Potentially all groups

Action to be taken	By when	Lead person	Expected Outcome	Monitoring Arrangements
To provide retrospective data as a baseline for 2009/10 of patient demographics to include as much detail as possible in terms of equality	End of June	CPA Lead (A Smith)	Detailed baseline report	Review by CPA Lead, CPA review group QIGC User groups Trust Equality & Human Rights Group
To continue with quarterly monitoring reports of patient demographics	Ongoing basis next data return due end of July 2010	CPA Lead A Smith	Regular monitoring reports to identify any over / under representation	Review by CPA Lead CPA review Group Review by QIGC Responsive action planning accordingly User groups Trust Equality & Human Rights group
Ensure that additional sources of information	Ongoing	CPA Lead A	Regular monitoring	Review by: CPA Lead

referred to in section 9 are used intelligently as part of the ongoing monitoring of this policy alongside the patient demographic monitoring report referred to in the above actions.	basis next data return due end of July 2010	Smith	reports to identify any over / under representation or any equality/human rights issues raised.	CPA Review Group Review by QIGC (quarterly) Responsive action planning accordingly User groups Trust Equality & Human Rights group
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Signed (Lead Assessors) ...Val Stronach

Date: 23 June 2010

Review Date: This policy will be reviewed every 3 years or sooner should new legislation/guidance be released. The equality Impact assessment will be reviewed in line with policy review.