

Equality Impact Assessment (EIA) Stage 1

<p>Policy or service being assessed:</p> <p style="text-align: center;">3.21 Disclosure and Barring Service (DBS) Policy</p>
<p>Lead Person: Lisa Bennett – Workforce Business Partner</p>
<p>Person(s) responsible for carrying out the assessment (if not the Lead Person). Patrick Ross-Osborne – HR Projects Support</p>

	Yes	No
<p>1. Is this a new or existing policy or service?</p>	Existing	
<p>2. What is the expected outcome of the service / policy? (e.g. aims, objectives and purposes of the service / policy, standards for practice).</p>	Policy is transparent, easily understood and available to all. It gives clear guidance on the what is required of the Trust when using the Disclosure and Barring Service and contains information regarding the receipt of an adverse DBS certificate	
<p>3. Does this policy / service link to others? If yes please state link below:</p>	Yes – Recruitment and Selection Policy	
<p>4. Who is intended to benefit from the policy / service? In what way?</p>	Managers who need guidance on which staff members require DBS action; staff members to understand what the DBS is for; and the Recruitment Team in order that they may advise managers on the use of DBS	
<p>5. How is the policy / service to be put into practice? Who is responsible?</p>	The Policy will be enacted primarily by managers but overseen by the Recruitment Team	
<p>6. How and where is information about the policy / service publicised? Example on the Trust Staff Information desk.</p>	SID only	
<p>7. What regular consultation do you carry out with different communities and groups re the policy / service?</p>	Policy affects employees only and relevant staff side representatives were consulted. The DBS provides regular updates on its standards and framework which in turn is incorporated into how the DBS certificates are administered	
<p>8. Are there concerns that the policy / service could have an adverse impact because of:</p>	<u>Yes/ No</u>	
<p>Age</p>	No	All DBS applications are made in accordance with legislation and guidelines and it is unlikely that an adverse DBS certificate is received as a result of any of the protected characteristics of the Equality Act 2010. DBS applications are made only when relevant to the job role. Certificates are assessed on their own merit, with decisions being taken regarding the information contained in them, rather than being taken based on the individual.
<p>If YES to the above please state evidence (either presumed or otherwise)</p>		
<p>Disability</p>	No	
<p>If YES to the above please state evidence (either presumed or otherwise)</p>		
<p>Gender</p>	No	
<p>If YES to the above please state evidence (either presumed or otherwise)</p>		
<p>Ethnicity</p>	No	
<p>If YES to the above please state evidence (either presumed or otherwise)</p>		

Sexual Orientation	No	
If YES to the above please state evidence (either presumed or otherwise)		
Religion / Belief	No	
If YES to one or more of the above please state evidence (either presumed or otherwise) do you have for this?		
9. Do the differences amount to discrimination and the potential for adverse impact in this policy?	N/A	
10. If YES could it still be justifiable e.g. on grounds of promoting equality of opportunity for one group? Or any other reason 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	N/A	
If YES, please give reasons:	N/A	
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	Yes – the policy outlines a procedural approach designed to ensure that DBS certificates are requested in line with legislation and guidance from the Home Office. All applicants requiring DBS checks for particular roles in the Trust are treated equally and fairly.	
12. What approaches will you take to get feedback on your assessment?	The assessment will be sent to the Trust Diversity & Inclusion Manager for consideration.	
13. Will the assessment link to other mainstream service planning or review processes?	No	
14. Should there now be a Full Impact Assessment and if so, what are the reasons for this?	No	
15. Date on which full assessment to be completed by.	N/A	
16. What further data or information do you need to carry out a full assessment?	N/A	
17. Do you need any additional assistance to help you carry out the full assessment?	N/A	
18. Date of assessment:	15 August 2016	
Other points to consider at review	N/A	

Signed (Lead Assessor) Patrick Ross-Osborne (electronically submitted)

Date 15th August 2016

GETTING FEEDBACK AND ADVICE

Feedback should now be sought from the Diversity and Inclusion Team. Please forward completed POL3 to Diversity@northstaffs.nhs.uk

What feedback / guidance was provided?
Comments integrated in above.

Counter-Signed:



Lesley Faux, Trust Diversity & Inclusion Lead

Date:

01/06/2016