Form POL3

North Staffordshire Combined Healthcare NHS
NHS Trust

Equality Impact Assessment (EIA) Stage 1

Policy or service being assessed: Incident Response & Recovery (previously Major Incident)
Lead Person: Megan Harris (Karen Day)
Person(s) responsible for carrying out the assessment (if not the Lead Person). Megan Harris

1. Is this a new or existing policy or service?	Existing	
2. What is the expected outcome of the service / policy? (e.g. aims, objectives and purposes of the service / policy, standards for practice).	For the Trust to be able to respond to and recover from a Critical or Major Incident.	
3. Does this policy / service link to others? If yes please state link below:	Yes, Business Continuity	
4. Who is intended to benefit from the policy / service? In what way?	All Trust staff. To be compliant with the Civil Contingencies Act 2004 and prepared for any risks and therefore incidents that occur which may affect the day-to-day running of the Trust.	
5. How is the policy / service to be put into practice? Who is responsible?	Duty Senior Nurse/ On Call Managers/ Executive On Call would activate the plan upon notification of an incident affecting the Trust or a multi-agency incident occurring within Staffordshire and Stoke-on-Trent.	
6. How and where is information about the policy / service publicised? Example on the Trust Staff Information desk.	Roles within the plan undertake specific training. Published in On Calls packs and on the Trust intranet	
7. What regular consultation do you carry out with different communities and groups re the policy / service?	None	
8. Are there concerns that the policy / service could have an adverse impact because of:	Yes	No
Age		X

If YES to the above please state evidence (either presumed or otherwise**)**		
Disability		X
If YES to the above please state evidence (either presumed or otherwise)		
Gender		X
If YES to the above please state evidence (either presumed or otherwise)		
Ethnicity		X
If YES to the above please state evidence (either presumed or otherwise)		
Sexual Orientation		X
If YES to the above please state evidence (either presumed or otherwise)		
Religion / Belief		X
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?	No	
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	None	
12. What approaches will you take to get	Share with Diversity &	

feedback on your assessment?	Inclusion Lead.
13. Will the assessment link to other mainstream service planning or review processes?	No – this policy is a procedural document for use in the event of a major incident. It fits with inter-agency working and planning in North Staffordshire.
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:	n/a
Other points to consider at review	n/a

GETTING FEEDBACK AND ADVICE

If you need further support or advice, please contact the Trust's Diversity & Inclusion Lead at the email address below.

What feedback / guidance was provided?
No additional comments.

Signed (Lead Assessor)
Date **10 February 2016**

COMPLETED FORMS – Please forward to the Trust Diversity & Inclusion Lead via email:- Diversity@northstaffs.nhs.uk