

Appendix 1.

Equality Impact Assessment

Step 1 - Preparation

1.	Title of Policy - what are you equality impact assessing?	Mental Health Division. Search of Patient s – person and belongings policy
2.	Policy Aims and Brief Description - what are its aims? Give a brief description of the Policy (The What, Why and How?)	<p>This policy describes the action that staff in Cardiff and Vale University Health Board should take when considering the conducting of a personal search of a patient and/or their belongings.</p> <p>Cardiff and Vale University Health Board is required to provide a safe and secure environment in which patients, staff and visitors may safely engage in a therapeutic regime. Additionally there is a need to protect all patients from harassment and exploitation and the opportunity to supply or keep prohibited items.</p> <p>To create a safe environment, reduce the risk of injury and untoward effects caused by the use of illicit substances and alcohol, and to reduce the risk of injury to staff, other patients and visitors.</p> <p>To provide staff with clear guidance about actions to be taken when dealing with the suspected possession, or actual possession, of illicit substances or weapons.</p>
3.	Who Owns/Defines the Policy? - who is responsible for the Policy/work?	Divisional Nurse for Mental Health
4.	Who is Involved in undertaking this EqIA? - who are the key contributors to the EqIA and what are their roles in the process?	<p>Jayne Strong Advanced Nurse Practitioner Mental Health Rehabilitation Services</p> <p>Seren St John Advanced Nurse Practitioner</p> <p>Lisa lane Clinical Nurse Leader MHSOP</p> <p>Kim Sweet Clinical nurse Leader MHSOP</p>

Step 1 - Preparation		
5.	Other Policies - Describe where this Policy/work fits in a wider context. Is it related to any other policies/activities that could be included in this EqIA?	<p>Procedures to be Used in the Mental Health Service Group when dealing with Illicit Drugs and Alcohol</p> <p>Mental Capacity Act</p> <p>Mental Health Act</p> <p>Management of Violence and Aggression</p> <p>Patients property</p> <p>Admission Policy</p>
6.	Stakeholders - Who is involved with or affected by this Policy?	<p>All Divisions across the University Health Board</p> <p>Diverse Cymru have been consulted</p>
7.	What factors may contribute to the outcomes of the Policy? What factors may detract from the outcomes? These could be internal or external factors.	<p>Financial resources for the printing of posters and leaflets.</p> <p>Training</p> <p>Staff awareness and attitudes</p>

Form 2: Evidence Gathering

Equality Strand	Evidence Gathered	Does the evidence apply to the following with regard to this Policy/work? Tick as appropriate.
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Race	http://www.tewv.nhs.uk/Global/Policies%20and%20Procedures/Clinical/CLIN-0005-v4%20Searching%20of%20Patients%20and%20their%20Proerty%20Policy%20June%202011.pdf (02/05/13) http://www.plymouthpct.nhs.uk/CorporateInformation/policiesprocedures/Documents/Clinical%20Guidance/Searching%20Proerty%20or%20Person%20v1.pdf (18/02/11) http://www.mind.org.uk/help/people_groups_and_communities/statistics/3_race_culture_and_mental_health (18/02/11)	Eliminating Discrimination and Eliminating Harassment	Y	Promoting Equality of Opportunity	Y	Promoting Good Relations and Positive Attitudes	Y	Encouraging participation in Public Life	Take account of difference even if it involves treating some individuals more favourably*	Y	
Disability	http://www.tewv.nhs.uk/Global/Policies%20and%20Procedures/Clinical/CLIN-0005-v4%20Searching%20of%20Patients%20and%20their%20Proerty%20Policy%20June%202011.pdf (02/05/13) http://www.equalityhumanrights.com/uploaded_files/guidance_on_matters_to_be_taken_into_account_in_determining_questions_relating_to_the_definition_of_disability.pdf (18/02/11)		Y		Y		Y				Y
Gender	http://www.tewv.nhs.uk/Global/Policies%20and%20Procedures/Clinical/CLIN-0005-v4%20Searching%20of%20Patients%20and%20their%20Proerty%20Policy%20June%202011.pdf (02/05/13)		Y		Y		Y				Y
Sexual Orientation	http://www.tewv.nhs.uk/Global/Policies%20and%20Procedures/Clinical/CLIN-0005-v4%20Searching%20of%20Patients%20and%20their%20Proerty%20Policy%20June%202011.pdf (02/05/13) http://www.stonewall.org.uk/at_home/health/2658.asp (18/02/11)		Y		Y		Y				Y
Age	http://www.tewv.nhs.uk/Global/Policies%20and%20Procedures/Clinical/CLIN-0005-v4%20Searching%20of%20Patients%20and%20their%20Proerty%20Policy%20June%202011.pdf (02/05/13)		Y		Y		Y				Y
Religion or Belief	http://www.tewv.nhs.uk/Global/Policies%20and%20Procedures/Clinical/CLIN-0005-v4%20Searching%20of%20Patients%20and%20their%20Proerty%20Policy%20June%202011.pdf (02/05/13)		Y		Y		Y				Y
Welsh Language	No evidence		Y		Y		Y				Y

People have a human right to: life; not to be tortured or treated in a degrading way; to be free from slavery or forced labour; to liberty; to a fair trial; not to be punished without legal authority; to respect for private and family life, home and correspondence; to freedom of thought, conscience and religion; to freedom of expression and of assembly; to marry and found a family and to not be discriminated against in relation

to any of the rights contained in the European Convention.

Human Rights	This policy aims to adhere to the articles with in the Human Rights Act with a particular focus on ensuring that patients are not treated in a degrading or inhumane manner, that private and family life, home and correspondence is protected and that no staff member is discriminated against.
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*** This column relates only to Disability due to the specific requirement in the Equality Act 2010 to treat disabled people more favourably to achieve equal outcomes. This is not applicable to the other equality strands.**

Form 3: Assessment of Relevance and Priority

Equality Strand	Evidence: Existing evidence to suggest some groups affected. Gathered from Step 2. (See Scoring Chart A)	Potential Impact: Nature, profile, scale, cost, numbers affected, significance. Insert one overall score (See Scoring Chart B)	Decision: Multiply 'evidence' score by 'potential impact' score. (See Scoring Chart C)
Race	2	-1	-2
Disability	2	-1	-2
Gender	2	0	0
Sexual Orientation	2	-1	-2
Age	1	0	0
Religion or Belief	2	-1	-2
Welsh Language	1	0	0
Human Rights	2	-1	-2

Scoring Chart A: Evidence Available

3	Existing data/research
2	Anecdotal/awareness data only
1	No evidence or suggestion

Scoring Chart B: Potential Impact

-3	High negative
-2	Medium negative
-1	Low negative
0	No impact
+1	Low positive
+2	Medium positive
+3	High positive

Scoring Chart C: Impact Decision

-6 to -9	High Impact (H)
-3 to -5	Medium Impact (M)
-1 to -2	Low Impact (L)
0	No Impact (N)
1 to 9	Positive Impact (P)

FORM 4: (Part A) Outcome Report

Policy Title:	Mental Health Division. Search of Patient s – person and belongings policy
Organisation:	Cardiff and Vale university Health Board
Name: Title: Department:	Mental health Policy Group Jayne Strong, Seren St John , Lisa Lane, Kim Sweet
Summary of Assessment:	There was evidence to suggest that the policy will have no or low impact dependent on individual needs. The policy clearly states that if a search is required greatest practicable attention is to be paid to the dignity and welfare of the individual at all times.
Decision to Proceed to Part B Equality Impact Assessment:	It is unnecessary to do so as the impact is neutral or low

Action Plan

You are advised to use the template below to detail any actions that are planned following the completion of Part A or Part B of the EqIA Toolkit. You should include any remedial changes that have been made to reduce or eliminate the effects of potential or actual adverse impact, as well as any arrangements to collect data or undertake further research.

	Action(s) proposed or taken	Reasons for action(s)	Who will benefit?	Who is responsible for this action(s)?	Timescale
1. What changes have been made as a result of the EqIA?	N/A	N/A	N/A	N/A	N/A
2. Where a Policy may have differential impact on certain groups, state what arrangements are in place or are proposed to mitigate these impacts?	N/A	N/A	N/A	N/A	N/A

<p>3. Justification: For when a policy may have adverse impact on certain groups, but there is good reason not to mitigate.</p>	N/A	N/A	N/A	N/A	N/A
<p>4. Describe any mitigating actions taken?</p>	N/A	N/A	N/A	N/A	N/A
<p>5. Provide details of any actions planned or taken to promote equality.</p>	<p>We would provide copies of the document in alternative formats, including Welsh if required.</p>	<p>This would ensure that are policies are accessible to all</p>	<p>Staff will be primary benefit which will impact on positively on their families and/or patients as applicable</p> <p>Any individual making the request as well as the organisations reputation.</p>	<p>Managers</p> <p>Appropriate Managers</p>	<p>Already completed within the document</p> <p>There is no timescale as this will be responsive to individual need.</p>

Date:	November 2012
Monitoring Arrangements:	Policy will be reviewed according to UHB guidelines. Monitoring will be done through analysis of clinical incident reports and these discussed at Divisional Quality and safety meetings.
Review Date:	3 years from ratification
Signature of all Parties:	