

Policy Equalities Impact Assessment

This checklist must be completed for all new policies to understand any potential impact on equalities and to assure equality in service delivery and employment.

Policy Name:	Policy on the use of Physical Holding Skills
Author:	████████████████████
Role:	Matron for Restrictive Practice and MAPPA training
Directorate:	Mental Health Inpatient Services
Date	14/04/22

- If any of the questions are answered 'yes', then the proposed policy is likely to be relevant to the Trust's responsibilities under the equalities duties. Please provide the ratifying Committee with information on why 'yes' answers were given and whether or not this is justifiable for clinical reasons.
- The author should consult with the Associate Director of People & Culture to develop a more detailed assessment of the Policy's impact and, where appropriate, design monitoring and reporting systems if there is any uncertainty.
- A copy of the completed form must be submitted to the relevant committee when submitting the document for ratification.
- The ratifying committee will inform you if they perceive the impact to be sufficient that a more detailed assessment is required.

Equalities Impact Assessment Question	Yes	No	Always give further information if you answer "YES"
1. How does the attached policy/service fit into the Trusts overall aims?	Yes		Improving patient experience
2. How will the policy/service be implemented?	Yes		Reduction in restraints
3. What outcomes are intended by implementing the policy/delivering the service?			
4. How will the above outcomes be measured?	Yes		As detailed in section 21 of policy and incident reporting.
5. Who are they key stakeholders in respect of this policy/service and how have they been involved?			
6. Does this policy/service impact on other policies or services ?			

7. If YES is that impact understood?			
8. Does this policy/service impact on other agencies ?			
9. If YES is that impact understood?			
10. Is there any data on the policy or service that will help inform the equalities impact assessment?			
11. Are there any information gaps, and how will they be addressed/what additional information is required?			
Equalities Impact Assessment Questions	Yes	No	Comment
12. Does the policy or service development have an adverse impact on any particular group?			
13. Could the way the policy is carried out have an adverse impact on equality of opportunity or good relations between different groups?			
14. Where an adverse impact has been identified can changes be made to minimise it?			
15. Is the policy directly or indirectly discriminatory, and can the latter be justified?			
16. Is the policy intended to increase equality of opportunity by permitting Positive Action or Reasonable Adjustment? If so is this lawful?			

Policy Submission Form / Checklist

To be completed and attached to any policy or procedure submitted to the Trust Policy Group

1 Details of policy		
1.1	Title of Policy:	Policy on the use of Physical Holding Skills
1.3	Author (job title)	██████████ Matron for Restrictive Practice and MAPPA training
1.4	Lead / Sponsor Sub Committee	Lead Nurses
1.5	Reason for Policy	Sets out best practice for the use of physical holding skills
1.6	Who does policy affect?	Mental Health Services
1.7	Are national guidelines/codes of practice /best practice/ references incorporated and cited?	As detailed in the policy
1.8	Has an Equality Impact Assessment been carried out?	yes
1.9	Is this a revision of an existing policy?	yes
1.10	If yes have you identified the changes in the document?	Yes
1.11	Is the policy in the correct format?	yes
2 Information Collation		
2.1	Where was Policy information obtained from?	Existing best practice
3 Policy Management		
3.1	Is there a requirement for a new or revised management structure if the policy is implemented?	no
3.2	If YES attach a copy to this form	
3.3	If NO explain why	Not applicable
4 Consultation Process		
4.1	Was there internal/external consultation?	yes
4.2	List groups/Persons involved	Lead nurses

4.3	Have internal/external comments been duly considered?	
4.4	Date approved by relevant Sub-committee	Lead Nurses/Claire Mckenna – chair's action
4.5	Signature of Sub committee chair	
5	Implementation	
5.1	How and to whom will the policy be distributed?	Through lead nurses, internet/intranet, Policies in a nutshell
5.2	If there are implementation requirements such as training, please detail?	
5.3	What is the cost of implementation and how will this be funded?	
6	Monitoring	
6.1	List the key performance indicators e.g. core standards	As detailed in section 21 of policy
6.2	How will this be monitored and/or audited?	As per the policy
6.3	Frequency of monitoring/audit	As per the policy

Completed by

Date policy approved by the Sponsor Committee:

Date policy approved by the Ratifying Committee :