

South East Coast Ambulance Service NHS Foundation Trust

Equality Analysis Record

The EA Record below must be completed by the EA Lead, who will be the document owner / author. The EA Record will inform the final decision by the EA checkpoint for approval.

Name of EA Lead and role	Mark Hodgkinson – Clinical Audit Lead		
Directorate	Medical	Date of analysis:	16.02.2015
What is being analysed?	Clinical Audit Procedure		
Aim(s) of this piece of work	This procedure describes the detail of how clinical audits will be undertaken within the Trust.		

Summary of the decision:

- Aims and objectives
- Key actions
- Expected outcomes
- Who will be affected and how?
- How many people will be affected?

South East Coast Ambulance Service NHS Foundation Trust (the Trust) has developed this Clinical Audit Procedure to provide the clinical audit team with an effective tool to undertake reliable clinical audit projects across the Trust. This procedure is further underpinned by the Clinical Audit Policy and clinical audit local operating procedures.

The principles underpinning this procedure are firstly to ensure a robust, systematic approach is used for each audit project to produce a valid and reliable clinical audit and secondly to ensure that the Trust is undertaking appropriate clinical audits in response to the needs of the Trust and wider external influences, whilst ensuring safe and effective clinical patient care and adherence to Trust and national guidelines.

The purpose of the procedure is to provide the clinical audit team with a structured framework for the development and delivery of clinical audits across the Trust. The procedure encompasses all aspects of the clinical audit cycle in detail, together with the responsibilities of those involved with clinical audit. All staff involved with patient care have a duty to ensure safe, effective, timely and appropriate care based on the patient's needs, and clinical audit seeks to establish the compliance of this against Trust adopted and national guidance.

Clinical audit will comply with the requirements of professional, legislative, regulatory and advisory agencies. These will include the National Institute for Health and Care Excellence (NICE), the National Patient Safety Agency (NPSA), the Joint Royal Colleges Ambulance Services Liaison Committee (JRCALC) and the requirements of relevant professional bodies.

This procedure encompasses all staff who are in direct patient facing roles together with both internal and external stakeholders of the Trust.

Information and research:

- Outline the information and research that has informed the decision.
- Include sources and key findings.
- Include information on how the decision will affect people with different protected characteristics.

A previous equality assessment undertaken in April 2014 identified no issues or areas of concern.

A review of the minor changes to this version has also identified no issues or areas of concern

The management and application of clinical audit, in accordance with national guidance and Trust policy, has no variation for any protected groups.

Consultation and Involvement:

- Has there been specific consultation on this decision?
- What were the results of the consultation?
- Did the consultation analysis reveal any difference in views across the protected characteristics?
- Can any conclusions be drawn from the analysis on how the decision will affect people with different protected characteristics?

Please give a summary below to describe who you consulted and involved in the EA, when and how. Please also list any existing guidance or documentation referred to.

Discussion has taken place between the Clinical Audit Lead and the Head of Medical Services. As an equality assessment was conducted in April 2014 and the changes to this document do not change the context of the content, this document does not require formal engagement with an EA Reference Group at this time.

Is the decision relevant to the aims of the equality duty? Does it:	Yes/No
1. Eliminate discrimination, harassment and victimisation?	Yes
2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it?	Yes
3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it?	Yes

Assess the relevance of the decision to people with different protected characteristics and assess the impact of the decision on people with different protected characteristics.

When assessing relevance and impact, make it clear who the assessment applies to within the protected characteristic category. For example, a decision may have high relevance for young people but low relevance for older people; it may have a positive impact on women but a neutral impact on men.

Protected characteristic	Relevance to decision High/Medium/Low/None	Impact of decision Positive/Negative/Neutral
Age	None	Neutral
Disability	None	Neutral
Gender reassignment	None	Neutral
Marriage and civil partnership*	None	Neutral
Pregnancy and maternity*	None	Neutral
Race	None	Neutral

Religion or belief	None	Neutral
Sex	None	Neutral
Sexual orientation	None	Neutral
Human Rights	Relevance to decision High/Medium/Low/None	Impact of decision Positive/Negative/Neutral
	None	Neutral
* Only applies in terms of internal policies, for staff and HR functions.		

Mitigating negative impact:	Yes/No
Have any negative impacts been identified? If yes, an Equality Analysis Action Plan must be completed and attached to the EA Record. A template for the action plan is available in the Equality Analysis Guidance on the Trust's website.	No

Conclusion:
<ul style="list-style-type: none"> Consider how due regard has been given had to the equality duty, from start to finish. There should be no unlawful discrimination arising from the decision. Advise on the overall equality implications that should be taken into account in the final decision, considering relevance and impact.
This review has considered due regard to the duty towards equality. No areas of discrimination have been identified.
Once approved by the EA Checkpoint, this EA Record and, if appropriate, EA Action Plan must be attached to any Board, Committee or Working Group document relating to the decision.

EA Approval	
EA checkpoint	Nicola Brooks, Head of Medical Services
Outcome / Decision	Approved
Reason for decision	As per below
If approved: I have reviewed this Equality Analysis and to the best of my knowledge it and the document it relates to are non-discriminatory and support the aims of the Equality Act 2010.	
Signed: Nicola Brooks (signed electronically)	Date: 25th February 2015