

## EQUALITY AND DIVERSITY RAPID IMPACT ASSESSMENT REPORT

*The master copy of this report is held by the NHS QIS Equality and Diversity Officer*

<b>EQIA SUMMARY</b>		
Name of Product	<b>Clinical Governance and Risk Management National Overview – October 2007</b>	<b>This is a:</b> Product
Owning Unit/Directorate:	<b>Performance Assessment Unit</b>	
Names / job titles of assessors	<b>Lead:</b> Senior Project Officer, Performance Assessment Team Manager, Performance Assessment	Date(s) of assessment: <b>Start: 04/05/07</b> <b>Finish: 24/05/07</b>
EQIA results	<b>Adverse impacts:</b> <input type="checkbox"/> <b>No</b> <b>If adverse, indicate level of significance:</b>	<b>Positive impacts:</b> <input type="checkbox"/> <b>Yes</b>
Recommended Action	<b>Issue / continue using this Product:</b> <input type="checkbox"/> <b>Yes</b> <b>Withdraw the Product from use:</b> <input type="checkbox"/> <b>No</b> <b>Undertake a full equality and diversity impact assessment:</b> <input type="checkbox"/> <b>No</b>	<b>Review date of Product:</b> <b>N/A</b> <b>Revision date of Product:</b> <b>N/A</b> <b>FIA planned completion date:</b> <b>N/A</b>
Agreed by Head of Unit	<b>Name: Jan Warner</b>	<b>Date: 24/05/07</b>

## EQIA SUMMARY

### Summary of positive impacts and affected groups

There is a positive impact on all the equality target groups because the product is designed to support NHS staff to quality assure the services and care being delivered to patients.

### Summary of adverse impacts and affected groups:

There is a low adverse impact on all the equality target groups because the product is designed to support NHS staff to quality assure the services and care being delivered to patients.

### Summary of consultation undertaken:

NHS professional staff and members of the public (who are NHS QIS public partners) who were involved in the performance assessment reviews. The data from these reviews has been used to produce this product.

### Additional information and evidence required:

None.

### Recommendations:

Publish this product and disseminate to NHS staff and the public and provide copies in alternative formats on request.

### Give reasons to explain why a full EQIA has not been recommended:

There are low positive and negative impacts on equality target groups and the product is not about patient services but rather about methods staff use to quality assure services and so does not affect any equality target group in any way.

Completed by Lead Assessor

**Name: Tracy Walker**

**Date: 17/05/07**

*If you would like a copy of the impact assessment report or prefer to read the report in an alternative format, please contact the Public Involvement Unit:*

*Phone: 0131 623 4300*

*Textphone: 0131 623 4383*

<b>SECTION ONE: AIMS OF THE POLICY/FUNCTION/PRODUCT</b>	
1.1	<p>Is this a new or existing Product?</p> <p>Existing product</p>
1.2	<p>What is the aim or purpose of the Product?</p> <p>To report the findings of the review of clinical governance and risk management arrangements across NHS Scotland to NHS professional staff and members of the public.</p>
1.3	<p>Who is this Product intended to benefit or affect? In what way? Who are the stakeholders? Who is excluded from the benefits / provisions of the Product?</p> <p>The principal stakeholders are NHS professional staff. The report is also available within the public domain and as such has been written and produced in clear format. Alternative formats are available on request.</p> <p>The product (national overview) is reporting on the findings of the review of clinical governance and risk management frameworks which are in place throughout NHS Scotland to support the delivery of safe, effective and patient-focussed care and services to patients.</p>
1.4	<p>How have these people been involved in the development of this Product?</p> <p>NHS professional staff and members of the public (NHS QIS Public Partners) have been involved in the reviews to NHS Boards to assess performance against the clinical governance and risk management standards and have validated the information contained within the local reports which provide the data for the national overview report.</p>
1.5	<p>What outcomes are intended from this Product?</p> <p>The report provides recommendations to NHSScotland professional staff on areas for further development within clinical governance and risk management arrangements within Scotland. These frameworks underpin the delivery of safe, effective and patient focussed care.</p>
1.6	<p>What resource implications are linked to this Product?</p> <p><b>For NHS QIS</b> Financial and human resources required in the production and publication of this product. Information resources are required to ensure that the report is disseminated to the targeted audience and is made available to the public in alternative formats.</p> <p><b>NHSScotland</b> Financial and human resource implications for NHSScotland in implementing the recommendations from this report.</p>

*For new policies/functions/products only:*

1.7 What research or consultation has been done? **N/A**

1.8 What stage is the Product at? **N/A**

1.9 What is the target date for completion? **N/A**

<b>SECTION TWO: EXAMINATION OF AVAILABLE DATA</b>	
<i>Data could include: consultations, surveys, databases, focus groups, in-depth interviews, pilot projects, reviews of complaints made, user feedback, academic or professional publications, reports etc)</i>	
2.1	<p>Name any experts or relevant groups / bodies you should approach (or have approached) to explore their views on the issues.</p> <p>NHSScotland professional staff (executive team members, clinicians, risk managers, clinical governance and clinical effectiveness staff)  NHS QIS Public Partners  Audit Scotland  Scottish Executive Health Department  Health &amp; Safety Executive</p>
2.2	<p>What do we know from existing in-house quantitative and qualitative data, research, consultations, focus groups and analysis?</p> <p>NHS Boards require having governance arrangements in place with clear reporting arrangements to ensure that the delivery of services is safe, effective and patient focussed.</p> <p>All NHS Boards (territorial and special health boards) have had their performance against the national standards measured and reported within local reports. The recommendations of the local reports and this product (the national overview) are used by NHS professional staff to quality assure and improve the quality of care and services being delivered to patients.</p> <p>The standards for clinical governance and risk management which were used to assess NHS Boards' performance are applicable to all patients regardless of their race, gender, disability, religion/belief, sexual orientation or age.</p>
2.3	<p>What do we know from existing external quantitative and qualitative data, research, consultations, focus groups and analysis?</p> <p>The standards for clinical governance and risk management which were used to assess NHS Boards' performance are applicable to all patients regardless of their race, gender, disability, religion/belief, sexual orientation or age</p> <p>NHS Boards provided data to evidence performance against the clinical governance and risk management standards which were analysed and validated by an on-site visit by external peer reviewers (NHS professional staff and members of the public). The findings of these reports have been used to produce the national overview which reports the themes from a Scotland perspective.</p>
2.4	<p>What gaps in knowledge are there?</p> <p>None in relation to the subject area and specific requirements of this product. The purpose of this product is to note the findings from the review process.</p>
2.5	<p>Describe any actual or potential difficulties of accessing or complying with the Product.</p> <p>None</p>

**SECTION THREE: IMPACT ASSESSMENT**

3 Complete the following table, giving reasons or comments where:  
 a) The Product could have a positive impact by contributing to the general duty by –

- eliminating unlawful discrimination
- promoting equal opportunities
- promoting relations within the equality group
- taking account of disabilities

b) The Product could have an adverse impact by disadvantaging any of the equality groups. Particular attention should be given to unlawful direct and indirect discrimination.

Equality target groups	Positive impact		Adverse impact			Reason or comment for impact rating:
	Low	High	Low	High	Illegal	
Male / female	x		x			<ul style="list-style-type: none"> <li>• No specific groups of people will be disadvantaged by the production of this report. The principal audience for this report is NHS professional staff though it is recognised that the report is accessible to the public. The report is made available in alternative formats, in hard and electronic format on request.</li> </ul>
Minority ethnic groups inc gypsy travellers, refugees & asylum seekers	x		x			
Religious or faith groups	x		x			
Children & young people	x		x			
Older people	x		x			
People with disabilities (physical or learning)	x		x			
Lesbians	x		x			
Gay men	x		x			
Bisexuals	x		x			
Transgender/transsexual	x		x			
<b>Cross-cutting issues:</b>						
Homeless people	x		x			<ul style="list-style-type: none"> <li>• No specific groups of people will be disadvantaged by the production of this report. The principal audience for this report is NHS professional staff though it is recognised that the report is accessible to the public. The report is made available in alternative formats, in hard and electronic format on request</li> </ul>
People with mental health issues	x		x			
Offenders	x		x			
People in poverty	x		x			
Married and unmarried people	x		x			
People with language or social origin issues	x		x			

<b>SECTION FOUR: IMPACT ASSESSMENT SIGN-OFF</b>		
4.1	Have any adverse impacts been identified on any equality groups which are both highly significant and illegal?	<b>No</b>
4.2	Has a full equality and diversity impact assessment been recommended?	<b>No</b>
4.3	Are you satisfied that the conclusions of the impact assessment are accurate and correct?	<b>Yes</b>
Agreed by Head of Unit	<b>Name: Jan Warner</b>	<b>Date: 24/05/07</b>
QA Approved	<b>Name: Jeniffer Kibagendi</b>	<b>Date: 28/08/07</b>

<b>SECTION FIVE: NOTES FOR POLICY/FUNCTION/PRODUCT REVIEW</b>	
Issue	Note actions which could: <ul style="list-style-type: none"> <li>• minimise or remove any adverse impacts</li> <li>• increase the positive impacts</li> </ul>
5.1	
5.2	
5.3	
5.4	
5.5	