

## 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>			
<b>Name of Product</b>	NHS Quality improvement Scotland Annual Report 2006-2007		<b>This is a:</b> Product
<b>Owning Unit/Directorate:</b>	Communications		
<b>Names / job titles of assessors</b>	Communications Officer	<b>Date(s) of assessment:</b>	Start: 9 August 2007 Finish: 9 August 2007
<b>EQIA results</b>	Adverse impacts: No If adverse, indicate level of significance: Low High	Positive impacts:	Yes
<b>Recommended Action</b>	Issue / continue using this Product: Yes Withdraw the Product from use: No Undertake a full equality and diversity impact assessment: No	Review date of Product: None Revision date of Product: None FIA planned completion date: None	
<b>Agreed by Head of Unit</b>	Name: Colin McAllister	Date: 22 <sup>nd</sup> August 2007	

## EQIA SUMMARY

### Summary of positive impacts and affected groups

Positive impacts relate to people with disabilities. The Annual Report is in contrasting colours and is available in large print, or large text on the website (w3c compliant), which is helpful for partially sighted people. It is available in Braille on request, which is helpful for people who do not have sight. The text is left justified, which is helpful for people with dyslexia. Audiotape and CD formats are available on request, which is helpful to people who do not have sight or cannot read.

### Summary of adverse impacts and affected groups

There are no adverse impacts and affected groups as the purpose of the NHS QIS Annual Report is to summarise the organisation's key achievements, publications and financial performance in 2006-2007 and not to make any recommendations. The only potential issues were around accessibility which were considered to have a high positive impact.

### Summary of consultation undertaken

No consultation is required as the NHS QIS annual report does not make any recommendations.

### Additional information and evidence required

No additional information and evidence is required.

### Recommendations

There are no recommendations contained in the NHS QIS Annual Report.

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

No adverse impacts have been identified.

<b>Completed by Lead Assessor</b>	Name: Rob MacPhail	Date: 9 August 2007
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*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*

File reference: EQRIA0088  
Version: 1.0

<b>SECTION ONE: AIMS OF THE PRODUCT</b>	
<b>1.1</b>	<b>Is this a new or existing Product?</b> New
<b>1.2</b>	<b>What is the aim or purpose of the Product?</b> The aim of the NHS QIS Annual Report is to highlight the organisation's key achievements, publications and financial performance in 2006-2007.
<b>1.3</b>	<b>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?</b> This product does not directly benefit anyone as it is a summary of products which have already been published. Stakeholders are the Cabinet Secretary for Health and Wellbeing, parliamentarians, NHSScotland, patient and voluntary groups. There are no equality target groups excluded for the benefits/provisions of the product.
<b>1.4</b>	<b>How have these people been involved in the development of this Product?</b> Although these people have not been directly involved in the development of the annual report, some of these groups will have been involved in the development of publications featured in the annual report.
<b>1.5</b>	<b>What outcomes are intended from this Product?</b> No outcomes are intended other than the publication of an annual report which sets out the organisation's achievements, publications and financial performance in 2006-2007.
<b>1.6</b>	<b>What resource implications are linked to this Product?</b> As the annual report is only highlighting publications which have already been issued to NHSScotland, there are no resource implications beyond production and distribution costs of the report itself.
<i>For new policies/functions/products only:</i>	
<b>1.7</b>	<b>What research or consultation has been done?</b> This is a new product.
<b>1.8</b>	<b>What stage is the Product at?</b> The product is completed.
<b>1.9</b>	<b>What is the target date for completion?</b> The product is completed.

<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>	
<b>2.1</b>	<b>Name any experts or relevant groups/bodies you should approach (or have approached) to explore their views on the issues.</b>  Not applicable as the annual report is detailing publications which will already have been informed by relevant groups/bodies and does not make any recommendations.
<b>2.2</b>	<b>What do we know from existing in-house quantitative and qualitative data, research, consultations, focus groups and analysis?</b>  The product does not require in-house information, therefore not relevant.
<b>2.3</b>	<b>What do we know from existing external quantitative and qualitative data, research, consultations, focus groups and analysis?</b>  See 2.1
<b>2.4</b>	<b>What gaps in knowledge are there?</b>  Not applicable - the annual report is highlighting reports which have already been published by NHS QIS.
<b>2.5</b>	<b>Describe any actual or potential difficulties of accessing or complying with the Product.</b>  No difficulties of access are expected as the product is available as a paper copy, online and in alternative formats (large print, on audio tape or CD, in Braille and in community languages) on request. Compliance is not relevant as no recommendations are made.  NHS QIS website is W3C compliant, therefore no difficulties are foreseen.

<b>SECTION THREE:</b>	<b>IMPACT ASSESSMENT</b>
<b>3</b>	<p><b>Complete the following table, giving reasons or comments where:</b></p> <p><b>a) The Product could have a positive impact by contributing to the general duty by</b></p> <ul style="list-style-type: none"> <li>▪ eliminating unlawful discrimination</li> <li>▪ promoting equal opportunities</li> <li>▪ promoting relations within the equality group</li> <li>▪ taking account of disabilities</li> </ul> <p><b>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.</b></p>

Equality target groups	Positive impact		Adverse impact			Reason or comment for impact rating
	Low	High	Low	High	Illegal	
Male / female	Y					<ul style="list-style-type: none"> <li>▪ The NHS QIS annual report has low positive impact on this group as it gives a summary of NHS QIS' annual activities</li> </ul>
Minority ethnic groups inc gypsy travellers, refugees & asylum seekers	Y					<ul style="list-style-type: none"> <li>▪ The NHS QIS annual report is a review of documents already published by NHS QIS so it will have a minimal impact on this group.</li> </ul>
Religious or faith groups	Y					<ul style="list-style-type: none"> <li>▪ No reason to believe that there would be a differential impact by religion.</li> </ul>
Children & young people	Y					<ul style="list-style-type: none"> <li>▪ No reason to believe that there would be a differential impact by age.</li> </ul>
Older people	Y					<ul style="list-style-type: none"> <li>▪ No reason to believe that there would be a differential impact by age.</li> </ul>
People with disabilities (physical or learning)		Y				<ul style="list-style-type: none"> <li>▪ The NHS QIS annual report is in contrasting colours and available in large print, or large text on the website (w3c compliant), which is helpful for partially-sighted people. It is available in Braille on request, which is helpful for people who do not have sight. The text is left justified, which is helpful for people with dyslexia. Audiotape and CD formats are available on request, which is helpful to people who do not have sight or cannot read.</li> </ul>
Lesbians	Y					<ul style="list-style-type: none"> <li>▪ No reason to believe that there would be a differential impact by sexual orientation.</li> </ul>
Gay men	Y					
Bisexuals	Y					

Equality target groups	Positive impact		Adverse impact			Reason or comment for impact rating
	Low	High	Low	High	Illegal	
Transgender/transsexual	Y					
<b>Cross-cutting issues:</b>						
Homeless people	Y					<ul style="list-style-type: none"> <li>▪ No reason to believe that there would be a differential impact by homelessness.</li> </ul>
People with mental health issues	Y					
Offenders	Y					
People in poverty	Y					
Married and unmarried people	Y					<ul style="list-style-type: none"> <li>▪ Translations are available on request</li> </ul>
People with language or social origin issues	Y					

<b>SECTION FOUR:</b>		<b>IMPACT ASSESSMENT SIGN-OFF</b>	
4.1	<b>Have any adverse impacts been identified on any equality groups which are both highly significant and illegal?</b>		No
4.2	<b>Has a full equality and diversity impact assessment been recommended?</b> As the NHS QIS annual report is a review of the organisation's performance in 2006-2007 and summarises the publications produced during that year there is no requirement to undertake a full impact assessment.		No
4.3	<b>Are you satisfied that the conclusions of the impact assessment are accurate and correct?</b>		Yes
<b>Agreed by Head of Unit</b>	Name: Colin McAllister	Date: 22 August 2007	
<b>QA Approved</b>	Name: Jeniffer Kibagendi (Equality and Diversity Officer)	Date: 10 September 2007	

<b>SECTION FIVE: NOTES FOR PRODUCT REVIEW</b>	
<b>Issue</b>	<b>Note actions which could:</b> <ul style="list-style-type: none"> <li>▪ minimise or remove any adverse impacts</li> <li>▪ increase the positive impacts</li> </ul>
<b>5.1</b>	The NHS QIS Annual Report is not reviewed therefore no issues are noted
<b>5.2</b>	
<b>5.3</b>	
<b>5.4</b>	
<b>5.5</b>	