

# Equality and Human Rights Screening Report

## Jul-Sep 2022



**Patient and Client Council**  
Your voice in health and social care



**NIGALA**  
NI Guardian Ad Litem Agency  
*A voice for Children and Young People  
in Family Courts*



Northern Ireland  
Blood Transfusion Service

# Equality and Human Rights Screening Report

## Introduction

The Equality Unit in the Business Services Organisation is responsible for providing equality support to the ten partner organisations shown on page 1.

Each organisation is committed to embedding equality, human rights and diversity into their policies and practices. In accordance with guidance from the Equality Commission issued in April 2010 (Section 75 of the Northern Ireland Act: A Guide for Public Authorities) this is undertaken by conducting a screening exercise. Screening is an important tool that allows a more systematic examination of how any of our policies and practices might impact on staff, service users or the public differently. Screening helps organisations to think about what might need to be undertaken to mitigate any identified inequalities. It allows greater consideration of ways that we could better promote equality of opportunity.

## Why are we reporting our screening outcomes?

The purpose of publishing the screening outcomes report is to ensure that our ten partner health and social care organisations make their policies and screening outcomes accessible. It provides opportunities for feedback. It also contributes to our belief in the importance of ensuring that we make the work that we do and the decisions that we take more open and transparent. We have all offered this commitment within our Equality Schemes.

Quarterly publication of our screening activity is one way of providing evidence, externally, on the mainstreaming of the equality duties.

## **What is included?**

Listed in each quarterly report are the screening exercises undertaken during that period by each organisation. This includes a short description of the policy or process, the screening outcomes, including mitigation, and any additional recommendations.

## **Your views**

If you have comments that you wish to share in relation to the contents of this screening report you can forward these to the Equality Unit in the Business Services Organisation where staff will raise with organisations for consideration.

Contact details:

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Business Services Organisation  
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Email: [Equality.Unit@hscni.net](mailto:Equality.Unit@hscni.net)

Should you require this document in an accessible format such as Braille, audio format, other language etc. please contact us.

We hope that you find this report helpful.

**Thank you**

## Equality and Human Rights Screening Report

Table 1 includes published screening for the period **Jul-Sep 2022**. All policies and screening templates listed can be viewed on the Business Services Organisation's [website](#). If you would like paper copies or alternate formats please contact us – contact details above.

**Table 1**

*1	'screened in' for equality impact assessment (EQIA)
2	'screened out' with mitigation
3	'screened out' without mitigation

Org.	Policy / Procedure and Screening Documentation	Policy Aims	Date	*Screening Decision
<b>BSO</b>	Attendance at Work Policy & Procedure	BSO recognises that it has a duty to support staff when they become ill, facilitating staff in so far as possible to safely return to work as early as they can. The BSO has a responsibility to actively encourage a culture of health and well-being within the workforce while equally expecting employees to take personal responsibility for their own health and well-being. The BSO recognises that staff sickness exacerbates service delivery problems and places additional pressure on other staff, as well as carrying a significant financial cost.	Aug-22	Screened out with mitigation

<b>BSO</b>	BSO Environmental Policy	This policy sets out how BSO will comply with all relevant environmental legislation, including by reducing carbon impact/footprint in respect of procurement, energy use and waste production.	Sep-22	Screened out with mitigation
<b>BSO</b>	Fire Safety Policy	This policy sets out how BSO will provide appropriate fire safety measures to maintain a safe environment for all staff, clients, staff and visitors.	Sep-22	Screened out with mitigation
<b>BSO</b>	Fixed Term Workers Policy	BSO is committed where possible to offering contracts of employment on a permanent basis except where there is a clear need for a particular job to be done on a temporary basis.	Aug-22	Screened out with mitigation

<b>BSO</b>	Health and Safety Policy	This policy aims to keep all employees safe so far as is reasonably practicable by ensuring compliance with all health and safety legislation.	Sep-22	Screened out with mitigation
<b>BSO</b>	HSC Supplier Security Policy	This policy sets out the requirements expected of third parties in order to effectively protect HSC information. This policy will ensure that HSC complies with its statutory duties laid out in the Data Protection Act 2018.	Aug-22	Screened out without mitigation
<b>BSO</b>	Patient Exemptions - Small Claims Court Referrals	This pilot exercise will inform the BSO Patient Exemptions Team whether the current process followed with regard to the Debt Recovery element and its associated follow up work needs to be amended.	Sep-22	Screened out with mitigation

<b>BSO</b>	Waste Management Policy	This policy aims to ensure that all waste generated at all BSO locations is managed and disposed appropriately so that the organisation is in full compliance with all waste legislation.	Sep-22	Screened out without mitigation
<b>NIPEC</b>	Regional Review of In-House Education Activities in HSC Trusts	On behalf of the CNO, NIPEC will lead a review of in-house education activities delivered to nurses, midwives, nursing assistants and maternity support workers across the five HSC Trusts seeking to scope the range, type, volume and delivery methods of in-house nursing and midwifery education activities and the quality assurance processes that are in place across HSC Trusts.	Sep-22	Screened out with mitigation

<b>NIPEC</b>	Review of the Maternity Support Workers Education Programme and development of resources for the Maternity Support Worker role	<p>In 2021, the Chief Nursing Officer, Department of Health, (DoH) and the Director of Workforce Policy Directorate (DoH) commissioned the Northern Ireland Practice and Education Council for Nursing and Midwifery (NIPEC) to lead:-</p> <ul style="list-style-type: none"> <li>• A review of the Maternity Support Workers education programme and;</li> <li>• Develop resources for the Maternity Support Worker role which reflect those endorsed by the Department of Health: including Standards for Nursing Assistants (DoH, 2018), the Induction and Development Pathway for Nursing Assistants (DoH, 2018) and Job Descriptions.</li> </ul>	Sep-22	Screened out with mitigation
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<b>NIPEC</b>	Updating of the NIPEC Preceptorship Framework (2013) and microsite to reflect the new NMC Principles for Preceptorship (2020).	To update the NI Preceptorship Framework in line with the NMC Principles for Preceptorship (2020) and the new NI Reflective Supervision Framework (pending publication).	Sep-22	Screened out with mitigation
<b>NISCC</b>	Business Transition Plan	The Business Transition Plan enables the organisation to resume working from the office premises.	Aug-22	Screened out with mitigation
<b>PHA</b>	Bereaved by Suicide Development Project	The core objective of this service is to provide coordination, facilitation and development support to the Families Voices Forum to be a voice for individuals, families and communities who have been bereaved by suicide and to publicly promote the work of the Forum and highlight pathways for involvement.	Aug-22	Screened out with mitigation

<b>PHA</b>	Retendering of the Youth Engagement Service (formerly known as One Stop Shops)	The PHA is re- tendering for the provision of a Youth Engagement Service. This Service provides a wide range of interventions and acts as a hub where young people have opportunities to socialise in an alcohol and drug-free environment and avail of information, advice and support on a range of issues from relevant services both on-site and off-site, with the support of staff of the Youth Engagement Service.	Aug-22	Screened out with mitigation
<b>SBNI</b>	SBNI Business Plan 2022-23	The SBNI Business Plan 2022-2023 details how we will make best use of our resources to achieve our core goals and strategic aims, objectives and priorities as set out in our Strategic Plan 2022-2026.	Jun-22	Screened out with mitigation