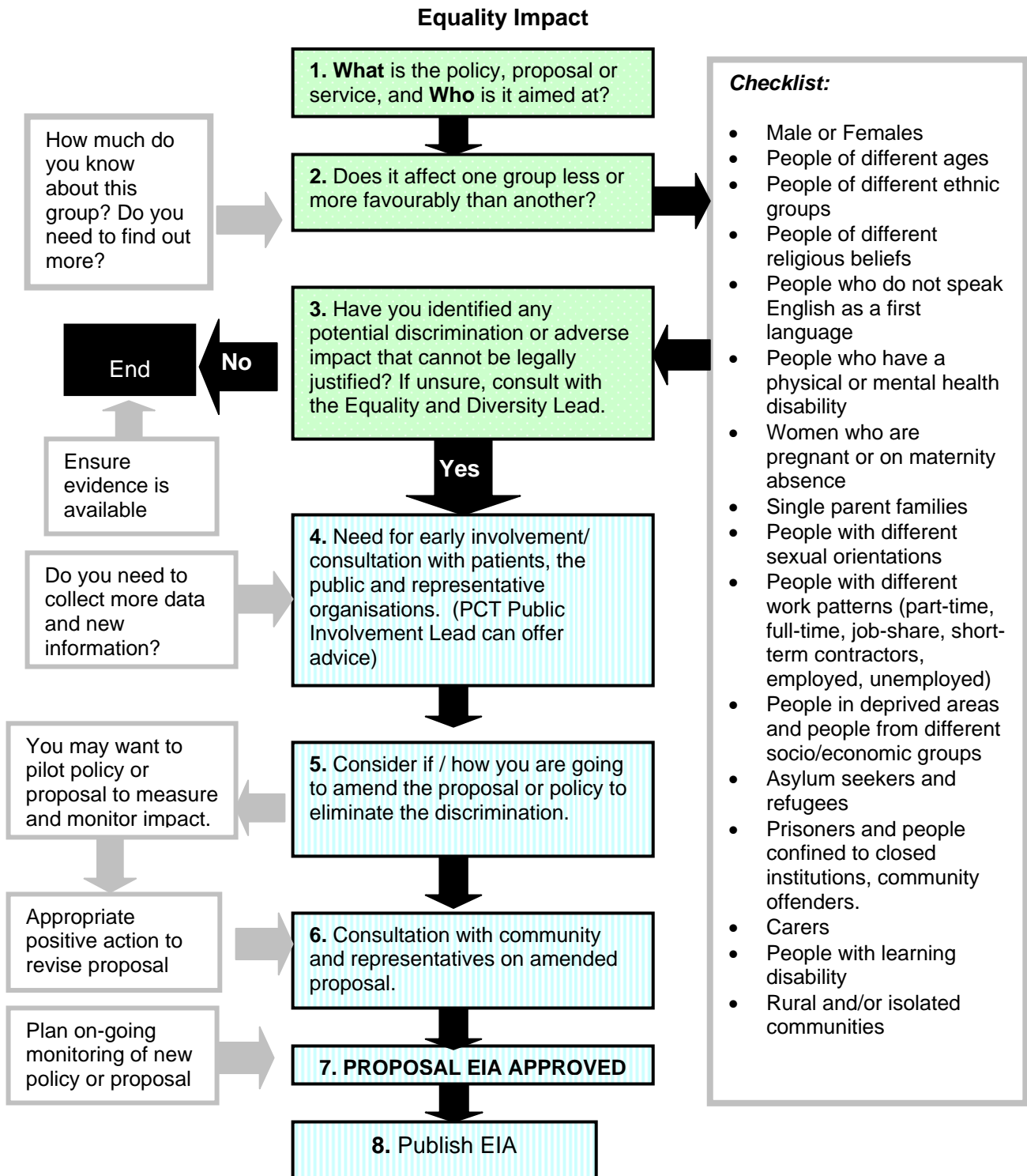


## Equality Impact Assessment (EIA) Tool

The PCT strives to design and implement services, policies and measures that meet the diverse needs of our service population and workforce, ensuring that none are placed at a disadvantage over others. This tool is designed to help you to consider the needs and assess the adverse, positive or neutral impact of your policy, protocol, proposal or service on all groups within our local communities.



If you have identified a potential discriminatory impact of this procedural document, please refer it to the Health Improvement Principal – Equality and Diversity (Public Health Directorate), together with any suggestions as to the action required to avoid/reduce this impact.

For advice in respect of answering the above questions, please Health Improvement Principal – Equality and Diversity (Public Health Directorate), telephone 01865 336873.

## Equality Impact Assessment Tool

To be completed and attached to any procedural document when submitted to the appropriate committee for consideration and approval.

		Yes/No	Comments
1.	<b>Does the policy/guidance affect one group less or more favourably than another on the basis of:</b>		
	• Race	No	
	• Ethnic origins (including gypsies and travellers)	No	
	• Nationality	No	
	• Gender	No	
	• Culture	No	
	• Religion or belief	No	
	• Sexual orientation including lesbian, gay and bisexual people	No	
	• Age	No	
	• Disability - learning disabilities, physical disability, sensory impairment and mental health problems	Yes	Some complainants with learning disabilities may find the leaflets difficult to access
2.	<b>Is there any evidence that some groups are affected differently?</b>	Yes	Slightly different system for complaints handling in prisons
3.	<b>If you have identified potential discrimination, are any exceptions valid, legal and/or justifiable?</b>	Yes	
4.	<b>Is the impact of the policy/guidance likely to be negative?</b>	No	
5.	<b>If so can the impact be avoided?</b>		
6.	<b>What alternatives are there to achieving the policy/guidance without the impact?</b>		Leaflets to be developed for young offenders in partnership with them
7.	<b>Can we reduce the impact by taking different action?</b>	Yes	As above

If you have identified a potential discriminatory impact of this procedural document, please refer it to the Health Improvement Principal – Equality and Diversity (Public Health Directorate), together with any suggestions as to the action required to avoid/reduce this impact.

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