



Equality Impact: Screening and Assessment Form

Section 1: Policy details - policy is shorthand for any activity of the organisation and could include strategies, criteria, provisions, functions, practices and activities including the delivery of our service.	
a. Name of policy or practice (list also any linked policies or decisions)	eHealth Strategy 2016-20
b. Name of department	ICT Department
c. Name of Lead	John Baker
d. Equality Impact Assessment Team [names, job roles]	D Kinnaird (Head of ICT Projects), A Tobin (Equalities Manager), J Baker (GM ICT)
e. Date of assessment	15 th March 2016
f. Who are the main target groups / who will be affected by the policy?	Service staff, NHS Partners, Patients
g. What are the intended outcomes / purpose of the policy?	<p>The aims of the eHealth Strategy are as follows:</p> <ul style="list-style-type: none"> • To ensure that Service ICT systems, services and developments remain appropriately aligned with local and national aims, strategies and plans; • To ensure that Service ICT systems, services and processes are appropriately secure, resilient and legally compliant; • To provide Service staff with the information they need to do their job where they need it, when they need it and in an appropriate format; • To maximise the efficiency and effectiveness of ICT systems and service provision and to provide demonstrable value for money;

	<ul style="list-style-type: none"> • To ensure that Service ICT systems support appropriate two-way data / information sharing with relevant partner organisations and the public; • To maximise the flexibility, agility and adaptability of ICT systems and services to ensure they remain fit for purpose and effective during periods of change; • To ensure that opportunities for shared ICT systems and services are identified, investigated and embraced where appropriate; • To procure and manage ICT systems and services with due regard for sustainability e.g. energy consumption (carbon footprint) and equipment disposal;
<p>h. Is the policy relevant to the General Duty to eliminate discrimination? advance equality of opportunity? foster good relations?</p>	<p>ICT is a key enabler in advancing equality of opportunity. The new eHealth ICT Strategy is therefore relevant in this area.</p>
<p>If yes to any of the three needs complete all sections of the form (2- 7) If no to all of the three needs provide brief detail as to why this is the case and complete only section 7 If don't know: complete sections 2 and 3 to help assess relevance</p>	<p>Yes - Advance equality of opportunity</p>

Section 2: Evidence, consultation and involvement
Please list the available evidence used to assess the impact of this policy, including the sources listed below. Please also identify any gaps in evidence and what will be done to address this.

a. Previous consultation / involvement with community, including individuals or groups or staff as relevant. Please outline details of any involvement / consultation, including dates carried out and protected characteristics

Details of consultations - where, who was involved	Date	Key findings	Protected characteristics
n/a			Age
			Disability
			Gender reassignment
			Gender / sex
			Marriage / civil partnership *
			Pregnancy / maternity
			Race
			Religion / belief
			Sexual orientation
- Executive Team	Dec 15	No equality issues mentioned / identified.	Cross cutting - e.g. health inequalities - people with poor mental health, low incomes, involved in the criminal justice system, those with poor literacy, are homeless or those who live in rural areas. Other?
- Equalities Manager	Jan 16		
- Divisional Management Teams	Dec 15	No adverse impact has been identified.	
- Departmental Management Teams	Dec 15	It is worthy of note that all relevant ICT initiatives and developments follow the Service EQIA guidance / process. As such, specific EQIA benefits and dis-benefits tend to be picked up in this way e.g. Ambulance	
- ICT Management Team	Sept 15	Telehealth, CAD Rationalisation etc.	
- All ICT staff	Oct 15		

	Available evidence
b. Research and relevant information	<p>Refer to page 3 and page 7 of new eHealth ICT Strategy</p> <p>Reference Documentation - Scottish Ambulance Service: Strategic Framework: Towards 2020 Taking Care to the Patient Strategic Workforce Plan 2015-20 Procurement Strategy 2015-18 Heat Delivery Plan 2015-16 eHealth ICT Strategy 2012-17 eHealth Plan 2011-2014.</p> <p>Reference Documentation - Scottish Government / NHS Scotland: NHSScotland Healthcare Quality Strategy NHSScotland eHealth Strategy 2012-17 NHSScotland eHealth Strategy 2012-17 – Refreshed 2015 NHSScotland Information Security Policy Framework Scottish Government 2020 Vision – Strategic Narrative Scottish Government Information Sharing Strategy Scottish Government Route Map to the 2020 Vision for Health and Social Care Scotland’s Digital Future – Delivery of Public Services Scotland’s Digital Future – Scottish Public Sector Cloud Computing Guidance Scotland’s Digital Future – Scottish Public Sector Green ICT Strategy Review of ICT Infrastructure in the Public Sector in Scotland (by John F McClelland)</p>
c. Knowledge of policy lead	Policy Lead is ICT Lead for the Service and is a member of the National eHealth Leads Group. Policy Lead has undergone Service EQIA training.
d. Equality monitoring information -- including service and employee information	N/A
e. Feedback from service users, partner or other	No feedback to date

organisations as relevant	
f. Other	
g. Are there any gaps in evidence? Please indicate how these will be addressed	None that the EQIA Team are aware of.
Gaps identified	N/A
Measure to address these; give brief details. Further research? Consultation? Other	N/A
Note: specific actions relating to these measures can be listed at section 5	

Section 3: Analysis of positive and negative impacts			
Please detail impacts in relation to the three needs specifying where the impact is in relation to a particular need - eliminating discrimination, advancing equality of opportunity and fostering good relations			
Protected characteristics	i. Eliminating discrimination	ii. Advancing equality of opportunity	iii. Fostering good relations
Age			
Positive impacts	There will be age related customisable fields on the new ambulance tablet.		
Negative impacts	None identified		
Opportunities to enhance equality			
Disability			
Positive impacts	<ul style="list-style-type: none"> - On the new ambulance tablets, staff will have the ability to zoom into text on the tablet where appropriate. Printouts will be in larger font and will be more legible. A spellchecker will be included in the ePR software; - The telehealth tablet will have access to new apps e.g. for interpreting services, access to contactScotland for British Sign Language users; - Support for the needs of Service users, e.g. adjustments to hardware or software for accessibility. 		
Negative impacts	None identified		
Opportunities to enhance equality	External access to systems will increase which will support more flexible, agile equitable methods of working for all staff.		
Gender reassignment			
Positive impacts			
Negative impacts	None identified		
Opportunities to enhance equality			
Gender / sex			
Positive impacts			
Negative impacts	None identified		
Opportunities to enhance equality			
Marriage / civil partnership			
Positive impacts			
Negative impacts	None identified		
Opportunities to enhance equality			
Pregnancy / maternity			

Positive impacts	
Negative impacts	None identified
Opportunities to enhance equality	
Race	
Positive impacts	
Negative impacts	None identified
Opportunities to enhance equality	
Religion / belief	
Positive impacts	
Negative impacts	None identified
Opportunities to enhance equality	
Sexual orientation	
Positive impacts	
Negative impacts	None identified
Opportunities to enhance equality	
Cross cutting - e.g. health inequalities people with poor mental health, low incomes, involved in the criminal justice system, those with poor literacy, are homeless or those who live in rural areas. Other	
Positive impacts	The eHealth ICT Strategy continues the Service commitment to ensuring that all eHealth ICT systems and services are designed and operated so that individuals with one or more of the specific protected characteristics highlighted above are not treated differently. This includes new, existing and modified eHealth ICT systems. In addition, reasonable adjustments will continue to be made as required.
Negative impacts	None identified
Opportunities to enhance equality	<ul style="list-style-type: none"> - The new patient Information Module (PIM) will enable quick access to the Emergency Care Summary and key Information Summary which will help us deliver better patient care e.g. end of life wishes etc. - The transfer of patient information between Schedule & Un-Scheduled Care systems will - reduce the need to ask patients similar information again, particularly when details relate to the patient's disability;

	- There is the potential for increased levels of treatment at the point of care, reducing the need for conveyance to A&E and reducing potential stress levels for patients who may otherwise have been removed from their home environment for treatment.
Note: specific actions relating to these measures can be listed at section 5	

Section 4: Addressing impacts

Select which of the following apply to your policy and give a brief explanation - to be expanded in Section 5: Action plan

	Reasons
a. No major change - the EQIA shows that the policy is robust, there is no potential for discrimination or adverse impact and all opportunities to promote equality have been taken	At this stage no adverse impact has been identified, the actual impact of this revised eHealth ICT Strategy will be monitored during the period covered by the strategy document as required.
b. Adjust the policy – the EQIA identifies potential problems or missed opportunities and you are making adjustments or introducing new measures to the policy to remove barriers or promote equality or foster good relations	
c. Continue the development and implementation of the policy without adjustments – the EQIA identifies potential for adverse impact or missed opportunity to promote equality. Justifications for continuing without making changes must be clearly set out, these should be compelling and in line with the duty to have due regard. See option d. if you find unlawful discrimination. Before choosing this option you must contact the Equalities Manager to discuss the implications.	
d. Stop and remove the policy - there is actual or potential unlawful discrimination and these cannot be mitigated. The policy must be stopped and removed or changed. Before choosing this option you must contact the Equalities Manager to discuss the implications.	


Section 5: Action plan					
Please describe the action that will be taken following the assessment in order to reduce or remove any negative / adverse impacts, promote any positive impacts, or gather further information or evidence or further consultation					
Action	Output	Outcome	Lead responsible	Date	Protected characteristic / cross cutting issue*
Further consultation with Equalities Manager	Verbal and written feedback on EQIA process and documentation	Further reassurance that revised eHealth ICT Strategy is sound from an EQIA perspective	D Kinnaird	March 2016	Cross cutting
Submission to Service Board for approval	Verbal feedback on strategy including EQIA process and documentation	Further reassurance that revised eHealth ICT Strategy is appropriate including from an EQIA perspective	J Baker	March 2016	Cross cutting
Publication & communication of eHealth ICT Strategy	Increasing wider knowledge and awareness of revised eHealth ICT Strategy	Increased stakeholder awareness	J Baker	April 2016	Cross cutting
* list which characteristic is relevant - age, disability, gender reassignment, gender / sex, marriage and civil partnership, pregnancy and maternity, race, religion / belief, sexual orientation or cross cutting issue e.g. poor mental health, illiteracy etc					

Section 6: Monitoring and review	
Please detail the arrangements for review and monitoring of the policy	
	Details
a. How will the policy be monitored? Provide dates as appropriate	The eHealth ICT Strategy will be reviewed mid-term in 2018. In addition, the Service hold eHealth ICT reviews with the Scottish Government eHealth Team every 6 months.

b. What equalities monitoring will be put in place?	A further EQIA will be carried out as part of the mid-term review in 2018.
c. When will the policy be reviewed? Provide a review date.	2018

Section 7: Sign off

Please provide signatures as appropriate

Name of Lead	Title	Signature	Date
J Baker	GM ICT		15 th March 2016
Completed form: copy of completed form to be retained by department and copy forwarded to Equalities Manager for publication on Service website			
Provide date this was sent	15 th March 2016		

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