

## Form 1: Preparation

Part A must be completed at the beginning of a Policy/function/strategy development or review, and for every such occurrence. (Refer to the Step-by-Step Guide for additional information).

<b>Step 1 - Preparation</b>		
1.	<b>Title of Policy</b> - what are you equality impact assessing?	Management of Patients/Visitors in Possession of Alcohol or Unprescribed/Unlawful Substances Policy and Procedure
2.	<b>Policy Aims and Brief Description</b> - what are its aims? Give a brief description of the Policy (The What, Why and How?)	<p>Aims: to ensure that staff are aware of their respective responsibilities in regard to:- the misuse and supply of alcohol; or any form of unprescribed/unlawful substances found, or suspected of being used, or supplied within their services.</p> <p>Objectives: To increase understanding of professional responsibilities in this area To improve outcomes for clients accessing mental health services To provide a consistent approach to all clients and visitors accessing mental health services To reduce risks to clients, visitors and staff To improve engagement and treatment opportunities for clients accessing mental health services who may also require advice/support/treatment of alcohol and substance misuse.</p>
3.	<b>Who Owns/Defines the Policy?</b> - who is responsible for the Policy/work?	Divisional Nurse for Mental Health
4.	<b>Who is Involved in undertaking this EqIA?</b> - who are the key contributors to the EqIA and what are their roles in the process?	Seren St John Advanced Nurse Practitioner. Community Addictions Service. To carry out EqIA based on Policy content and current guidelines for Equality Impact Assessment as implemented within UHB. Mental Health division policy group

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5.	<b>Other Policies</b> - Describe where this Policy/work fits in a wider context. Is it related to any other policies/activities that could be included in this EqIA?	UHB As referred to within Policy: Search of Patients person and belongings Policy and Procedure UHB Procedure for Dealing with Visitors who are Violent/Abusive or UHB Waste Management Policy.
6.	<b>Stakeholders</b> - Who is involved with or affected by this Policy?	All clients and visitors accessing Cardiff and Vale UHB mental health services.  Substance Misuse Liaison Nurse Nursing and support staff employed within Cardiff and Vale UHB Mental Health Directorate. CAU Social Worker CAU Locality managers/ deputy, and/or CAU Consultants South Wales Police Service users and carers
7.	<b>What factors may contribute to the outcomes of the Policy? What factors may detract from the outcomes?</b> These could be internal or external factors.	Although the Community Addictions Service is identified in an advisory role within this Policy certain aspects of treatment and monitoring will be delegated within teams to other staff within the service. The Nursing and Midwifery Council states of delegation that: <i>“This will require education, training and assessment of the patient, carer or care assistant and further support if necessary. The competence of the person to whom the task has been delegated should be assessed and reviewed periodically. Records of the training received and outcomes of any assessment should be clearly made and available.” (NMC 2010)</i>  This Equality Assessment also notes the necessity of cultural competence amongst staff in providing care to.  Some service users with severe substance misuse dependence cannot safely attend without the presence of substances in their body, but this is a clinical judgement that staff will make and record in the service users care plan. If service users are unable to attend other than in an intoxicated state, different

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arrangements may have to be made to ensure that an effective assessment can be made.

If the use of unprescribed/unlawful substances or alcohol is associated with violent or threatening behaviour this may effect care and treatment outcomes and could result in legal charges.

## Form 2: Evidence Gathering

Equality Strand	Evidence Gathered	Does the evidence apply to the following with regard to this Policy/work? Tick as appropriate.							
<b>Race</b>	<p>Research exists which indicates that Race may have an impact upon equality in service provision, specifically to pregnant women accessing substance misuse services (Pregnancy and Race/Ethnicity as Predictors of Motivation for Drug Treatment. Mary M. Mitchell, Ph.D.,* S. Geoff Severtson, M.A., and William W. Latimer, Ph.D., M.P.H. Am J Drug Alcohol Abuse. 2008; 34(4): 397–404. )</p> <p>This may be due to greater barriers to accessing treatment, such as problems with transportation, childcare, and cost, as well as lack of cultural competence on the part of health care staff. This Equality Impact Assessment therefore acknowledges the necessity of cultural competence training.</p>	✓	✓	✓	✓	✓	✓	✓	✓
<b>Disability</b>	<p>Moore and Polsgrove (1991) identify a number of factors which may elevate the risk of substance misuse in individuals with learning disability. These include medical issues, inter and intrapersonal variables and drug seeking behaviours influenced by environmental factors. The Equality Impact Assessment acknowledges that specific training may be required by staff working with clients with learning disability and substance misuse problems.</p>	✓	✓	✓	✓	✓	✓	✓	✓
<b>Gender</b>	<p>This Policy is not gender specific in that it applies to all clients accessing mental health services and to visitors.</p> <p>Pregnant women who misuse substances may be anxious about the attitudes of healthcare staff and the potential role of social services. These women need supportive and coordinated care during pregnancy. This Policy may provide an opportunity</p>	✓	✓	✓	✓	✓	✓	✓	✓

Eliminating Discrimination and Eliminating Harassment

Promoting Equality of Opportunity

Promoting Good Relations and Positive Attitudes

Encouraging participation in Public Life

Take account of difference even if it involves treating some individuals more favourably\*

	for staff to engage with pregnant service users with substance misuse issues, for example, in assessment of needs. This may result in more positive outcomes for this client group.								
<b>Sexual Orientation</b>	The Policy does not apply to any specific sexual orientation nor is there any evidence to suggest that individuals of any particular sexual orientation are adversely affected.	√	√	√	√	√	√		
<b>Age</b>	Clients will be aged 16 years and over. The UHB has a duty of care to individuals under the age of 16 presenting for treatment. In such circumstances the CAU Social Worker will liaise with Child and Adolescent Mental Health Services (CAMHS) in order to ensure the well-being and protection of the child or unborn.	√	√	√	√	√	√		
<b>Religion or Belief</b>	The Equality Act 2010 identifies pregnancy and maternity and religion or belief as protected characteristics. The protected characteristic of religion or belief includes any religion and any religious or philosophical belief. It also includes a lack of any such religion or belief (for example, Atheism). It applies to direct and indirect discrimination and harassment – whether it is perceived, actual or associated. (University of Bristol 2011) Opportunity to discuss any needs pertaining to religion or belief must be introduced during the provision of care to service users seeking treatment.	√	√	√	√	√	√		
<b>Welsh Language</b>	The content of this Policy will be made available in Welsh language medium for any client or carer requiring this.	√	√	√	√	√	√		

**People have a human right to: life; not to be tortured or treated in a degrading way; to be free from slavery or forced labour; to liberty; to a fair trial; not to be punished without legal authority; to respect for private and family life, home and correspondence; to freedom of thought, conscience and religion; to freedom of expression and of assembly; to marry and found a family and to not be discriminated against in relation to any of the rights contained in the European Convention.**

<b>Human Rights</b>	The Policy adheres to the principles of the Human Rights Act. The UHB acknowledges that the right to life includes the duty to protect from known threats as well as not to intentionally take life. The Policy also follows the principles of the articles not to be tortured or treated in a degrading way or inhumane way; to respect for private and family life, home and correspondence; and to not be discriminated against in relation to any of the rights contained in the European Convention.
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**\* This column relates only to Disability due to the specific requirement in the Equality Act 2010 to treat disabled people more favourably to achieve equal outcomes. This is not applicable to the other equality strands.**

### Form 3: Assessment of Relevance and Priority

Equality Strand	Evidence: Existing evidence to suggest some groups affected. Gathered from Step 2. (See Scoring Chart A)	Potential Impact: Nature, profile, scale, cost, numbers affected, significance. Insert one overall score (See Scoring Chart B)	Decision: Multiply 'evidence' score by 'potential impact' score. (See Scoring Chart C)
Race	3	0	N
Disability	3	0	N
Gender	1	+1	P
Sexual Orientation	1	0	N
Age	3	0	N
Religion or Belief	2	0	N
Welsh Language	1	0	N
Human Rights	3	+3	P

**Scoring Chart A: Evidence Available**

3	Existing data/research
2	Anecdotal/awareness data only
1	No evidence or suggestion

**Scoring Chart B: Potential Impact**

-3	High negative
-2	Medium negative
-1	Low negative
0	No impact
+1	Low positive
+2	Medium positive
+3	High positive

**Scoring Chart C: Impact Decision**

-6 to -9	High Impact (H)
-3 to -5	Medium Impact (M)
-1 to -2	Low Impact (L)
0	No Impact (N)
1 to 9	Positive Impact (P)

## FORM 4: (Part A) Outcome Report

<b>Policy Title:</b>	Management of Patients/Visitors in Possession of Alcohol or Unprescribed/Unlawful Substances Policy and Procedure
<b>Organisation:</b>	Cardiff and Vale University Health Board
<b>Name:</b> <b>Title:</b> <b>Department:</b>	Seren St John Advanced Nurse Practitioner Community Addictions Service
<b>Summary of Assessment:</b>	There appears to be either no impact on race, disability, sex, age, region or Welsh. There is however some positive impact in regard to the gender protected characteristics and to Human rights.
<b>Decision to Proceed to Part B Equality Impact Assessment:</b>	<b>No</b> The Equality Impact Assessment suggests no negative impact upon any protected characteristic and a potentially positive impact upon Human Rights thus making it unnecessary to proceed to Part B. Effective monitoring of training needs and compliance with any needs identified from existing evidence will take place as appropriate. Refer to Action Plan, below.

## Action Plan

You are advised to use the template below to detail any actions that are planned following the completion of Part A or Part B of the EqIA Toolkit. You should include any remedial changes that have been made to reduce or eliminate the effects of potential or actual adverse impact, as well as any arrangements to collect data or undertake further research.

	<b>Action(s) proposed or taken</b>	<b>Reasons for action(s)</b>	<b>Who will benefit?</b>	<b>Who is responsible for this action(s)?</b>	<b>Timescale</b>
1. What <b>changes</b> have been made as a result of the EqIA?	No change to Policy required.	N/A	N/A	N/A	N/A
2. Where a Policy may have differential impact on certain groups, state what arrangements are in place or are proposed to <b>mitigate</b> these impacts?	It is identified that race & disability in particular may be impacted upon should training needs not be monitored and provided for when necessary.	Ongoing monitoring of training needs of staff. Provision of additional training, as required. Monitoring of compliance with mandatory training requirements.	Staff, Clients and Visitors.	Individual staff are responsible for identifying their training needs and of responding to needs identified through UHB line management. The UHB has a responsibility to assist employees in accessing appropriate training.	There is no timescale as this will be responsive to individual need

<p>3. <b>Justification:</b> For when a policy may have adverse impact on certain groups, but there is good reason not to mitigate</p>	N/A	N/A	N/A	N/A	N/A
<p>4. Describe any <b>mitigating actions</b> taken?</p>	N/A	N/A	N/A	N/A	N/A
<p>5. Provide details of any actions planned or taken to <b>promote equality</b>.</p>	<p>Evidence indicates potential for discrimination with regard to Race and Disability. Action Planned: Further in-house training of staff with regard to Equality Act 2010 and Equality and Diversity. Monitoring of training attendance/evaluation. Copies of the document in alternative</p>	<p>Further specific training may be required over and above mandatory training in order to ensure equality in service provision. The UHB want to be explicit about its commitment to the equality agenda/legislation. This would be to ensure that the Policy is accessible to all</p>	<p>Service users and staff. Any individual making the request as well as the organisations reputation.</p>		<p>There is no timescale as this will be responsive to individual need</p>

	formats, including Welsh, will be provided if required.				
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<b>Monitoring Arrangements:</b>	Training Needs Analysis of level of Equality and Diversity Training amongst staff. Training Needs Analysis of awareness of Equality Act 2010 amongst staff. Monitoring of attendance and assessment of training evaluations.
<b>Review Date:</b>	This should be in 3 years.
<b>Signature of all Parties:</b>	Seren St. John ANP Community Addictions Service