



NORTHERN IRELAND AMBULANCE SERVICE EQUALITY SCREENING REPORT 1 JANUARY – 31 MARCH 2022

Introduction

Section 75 of the Northern Ireland Act 1998 requires the Northern Ireland Ambulance Service Health and Social Care Trust, when carrying out its functions in relation to Northern Ireland, to have due regard to the need to promote equality of opportunity between nine categories of persons, namely:

- persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- men and women generally;
- persons with a disability and persons without; and
- persons with dependants and persons without.

Without prejudice to these obligations, the Trust must also have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

The Trust's Equality Scheme outlines how we propose to fulfil our statutory duties under Section 75. Within the Scheme, the Trust gave a commitment to apply the screening methodology below to all new and revised policies and, where necessary and appropriate, to subject new policies to further equality impact assessment:

- What is the likely impact of equality of opportunity for those affected by the policy/proposal, for each of the Section 75 equality categories? (minor/major/none)
- Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories?
- To what extent is the policy/proposal likely to impact on good relations between people of different religious belief, political opinion or racial group? (minor/major/none)
- Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

In keeping with the commitments in our Equality Scheme, the Trust has applied the above screening criteria to new policies and proposals. The screening process is used to identify which policies are likely to have a significant/major impact on or consequence for people, including those in any of the nine equality groups.

If it is decided that a policy/proposal is likely to have a significant/major impact in relation to equality, it is then necessary to carry out a more detailed exercise called an Equality Impact Assessment (EQIA).

This screening report outlines the screening outcomes between 1 January and 31 March 2022.

Communication and Engagement

In order to carry out our functions there is a need to continue to effectively engage and work collaboratively with a wide range of stakeholders including Trust staff, Trade Unions, service users, carers, commissioners, primary care, public representatives and independent providers.

The Trust is committed to promoting Personal and Public Involvement in all its activities. The development of new policies and proposals will be supported by effective engagement processes to ensure that staff, service users and all interested parties are fully involved. Planning for and delivering safe, clinically effective and cost effective services requires close collaboration at many levels.

To ensure equality of opportunity in accessing information, we will provide this document in alternative formats on request, where reasonably practicable. Alternative formats may include Easy Read, Braille, audio formats (CD, mp3 or DAISY), large print or minority languages to meet the needs of those for whom English is not their first language. If you have any queries about this document and its availability in alternative formats then please contact:

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Outcome of Screening

The screening outcomes are outlined in the table below. Three possible outcomes are recorded:

- **screened in** for equality impact assessment
- **screened out with mitigation** (i.e. ways of delivering the policy outcome which have a less adverse effect on the relevant Section 75 categories) or an alternative policy proposed to be adopted
- **screened out without mitigation** or an alternative policy proposed to be adopted.

Screening Date	Policy	Aim	Screening Outcome	Decision
3 March 2022	Confidentiality Code of Conduct	To provide comprehensive guidance on the correct way to handle information and ensure adherence to relevant legislation.	Screening indicates that the policy is unlikely to have an adverse impact on equality and human rights. Implementation and monitoring will provide assurance of information governance across NIAS.	Screened out without mitigation.
3 March 2022	Data Protection Impact Assessment Policy	<p>The policy aims to:</p> <ul style="list-style-type: none"> • ensure that new systems or significant changes to existing systems or processes take account of potential information governance (IG) implications; • provide assurance to the Senior Information Risk Owner (SIRO) and the NIAS Board that there is a robust system in place for protecting information; • increase public confidence in NIAS data collection processes and the services provided; • minimise privacy risks associated with the incorrect 	Screening indicates that the policy is unlikely to have an adverse impact on equality and human rights. Implementation and monitoring will provide assurance of information governance across NIAS.	Screened out without mitigation.

		<p>processing and management of information; and</p> <ul style="list-style-type: none"> • ensure that NIAS meets its statutory obligations regarding the processing and management of information. 		
3 March 2022	Data Quality Policy	<ul style="list-style-type: none"> • NIAS will demonstrate its commitment to data quality and ensure that all data is captured accurately and in a timely manner. • To ensure that all staff are aware of and understand the standards expected by NIAS with regard to data quality and its wider implications. • To embed the principle that data quality is fundamental in the delivery of patient care and to support effective strategic planning. • To define responsibilities relating to data management and quality and to clarify the legal requirements. 	<p>Screening indicates that the policy is unlikely to have a major impact on equality and human rights. Implementation and monitoring will provide assurance of IG Compliance across NIAS.</p>	<p>Screened out without mitigation</p>

3 March 2022	Freedom of Information Policy and Procedure (Including Environmental Information Regulations)	<p>The aim of the policy is to:</p> <ul style="list-style-type: none"> • ensure that non-personal information is processed in accordance with the requirements of the FOIA and EIR; and • provide guidance on the correct way to handle requests for non-personal information. 	Screening indicates that the policy is unlikely to have a major impact on equality and human rights. Implementation and monitoring will provide assurance of IG Compliance across NIAS.	Screened out without mitigation.
3 March 2022	Information Governance Policy	<ul style="list-style-type: none"> • To provide assurance to the NIAS Board that we have a robust IG system in place. • To minimise the risks associated with the incorrect processing and management of information. • To ensure that NIAS meets its statutory obligations with regard to the processing and management of information. • To set out the responsibilities of NIAS staff with regard to IG. 	Screening indicates that the policy is unlikely to have a major impact on equality and human rights. Implementation and monitoring will provide assurance of IG Compliance across NIAS.	Screened out without mitigation.

3 March 2022	Information Management Lifecycle Policy	<p>The policy aims to:</p> <ul style="list-style-type: none"> • ensure that all staff are aware of the importance of effective records management and its associated components; • ensure the legal obligations of the Public Records Act 1958 (excl. S5), Data Protection legislation and the Freedom of Information Act 2000 are adhered to; • provide a consistent approach to the way personal and non-personal information is processed, from creation through to destruction; and • provide a consistent approach to the way records are kept. 	<p>Screening indicates that the policy is unlikely to have a major impact on equality and human rights. Implementation and monitoring will provide assurance of IG Compliance across NIAS.</p>	<p>Screened out without mitigation.</p>
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3 March 2022	Information Risk Management Policy	<p>The policy aims to:</p> <ul style="list-style-type: none"> ● manage the information risks identified through day-to-day functions, approval, change and review processes and audit programmes; ● protect NIAS, its patients and staff from information risks that may have a significant consequence or likelihood of occurrence; ● provide a consistent risk management framework whereby information risks can be identified and addressed in approval, change, review and audit processes; ● meet legal or statutory requirements; and ● assist in safeguarding NIAS's information assets. 	<p>Screening indicates that the policy is unlikely to have a major impact on equality and human rights. Implementation and monitoring will provide assurance of IG Compliance across NIAS.</p>	<p>Screened out without mitigation.</p>
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