

EQUALITY IMPACT ASSESSMENT – RELEVANCE SCREENING

1. Name of the Policy / Procedure / Project / Strategy / Service and Person Responsible:	SPECIMEN ACCEPTANCE POLICY Sara Wilson			
2. What are the main aims and objectives of the Policy / Procedure / Project / Strategy / Service?	This policy outlines the requirements to positively identify samples, request forms and the deceased in order for them to be processed within the department of Laboratory Medicine.			
	YES		NO	
3. Is this a key strategic document or a major project / programme (please tick) <i>E.g. The development of the Southern Sector</i>			No	
	HIGH	MEDIUM	LOW	DON'T KNOW
4.a What impact will this Policy / Service have on the public or staff, giving particular regard to potential impacts in relation to gender, age, race or ethnicity, religion or belief, sexual orientation or disability?			No	
4.b Please explain your answer:	The positive identification of a sample and or deceased which are sent to the laboratory for processing has no impact regarding equality and diversity as all samples are treated the same to ensure a result or a report can be sent back to the correct patient notes.			

If you have answered YES to question 3, and:

- HIGH or MEDIUM impact in 4a, you should move on to a FULL Equality Impact Assessment.
- LOW impact or DON'T KNOW in 4a, you should move on to an INITIAL Equality Impact Assessment.

If you have answered NO to question 3, and:

- HIGH impact in 4a, you should move on to an INITIAL or FULL Equality Impact Assessment.
- MEDIUM impact in 4a, you should move on to an INITIAL Equality Impact Assessment.
- LOW impact in 4a, you **do not** need to complete an Equality Impact Assessment.
- DON'T KNOW impact in 4a, you should move on to an INITIAL Equality Impact Assessment.

	INITIAL	FULL	NONE
5. Based on this screening please indicate if this should proceed to an Initial or Full EIA?			✓
Date of submission:	03/06/10		