

APPENDIX 1

EQUALITY IMPACT ASSESSMENT – RELEVANCE SCREENING

1. Name of the Policy / Procedure / Project / Strategy / Service and Person Responsible:	Standard Operating Procedure for Undertaking Equipment Trials Cathy Gibson			
2. What are the main aims and objectives of the Policy / Procedure / Project / Strategy / Service?	The aim of this Standard Operating Procedure is to ensure, as far as is reasonably practicable, the safe undertaking of trials of equipment, in particular those relating to medical devices. It should be read in conjunction with the Trust's Medical Devices Policy.			
	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>			x	
	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?			x	
4.b Please explain your answer:	Need to ensure that all staff are trained and have a clean understanding of the policy- this may mean that it is available in accessible formats. Need to ensure the equipment tested is fit for purpose in terms of equality group. Certain aspects can be added in to the procurement policy to assist with this.			

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?			x
Date of submission:			