

The Royal Marsden NHS Foundation Trust

Equality Impact Assessment Form

Once an area is identified for full impact assessment it is intended that this template is used as a live document which is updated as and when associated areas of work are completed. Future assessment are simply added to the same document and dated.

The findings and outcomes of Impact Assessments are required to be published. Please send a copy of the Impact Assessment to Lisa Neden, Diversity Manager, Human Resources, Sutton.

Policy title	
Purpose of the policy or procedure	
Intended outcomes of policy	

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Perceived impact on social groups

This section is to be used to identify the social groups that could potentially be affected adversely by this policy or practice.

Social group	Potential adverse impact identified	Reasons/ comment (please complete this column, use a separate sheet if required)
Men		
Women		
Married people		
Single people		
People in partnerships		
White people		
People from Black and Minority Ethnic backgrounds		
Disabled people		
Older people (50+)		
Young people (17–25)		
Children (under 17)		
Gay, Lesbian and Bisexual people		
Transsexual and transgender people		
Religious or faith groups (please specify which one (s))		
Staff with dependents or caring responsibilities		
Full time workers		
Part time workers		

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Data & Research - Consider the evidence

Please describe any research or evidence that you consider to be relevant to help you to identify whether there are any potential differences being experienced by different social groups as a result of the policy, service or practice, e.g. an analysis of turnover from the Trust by ethnic group and reason for leaving or Inpatient survey information, complaints or concerns.

Assessing the research and learning and identifying the impact

Describe what has been found through the research and the impact that the policy is having or has had on different social groups

Consultation and Involvement

Describe how the findings and actions will be discussed and consulted upon

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Action plan

Describe any action that is required to reduce the differences that have been identified by the research or have been identified as necessary to minimise the risk of discrimination. Please give timescales for achieving each action below and continue on a separate sheet if necessary. Add details of planned re-audit to assess impact of any changes

Monitoring arrangements

Describe how the actions to be taken will be monitored for their impact.

Publishing results

Detail how the results of this Impact Assessment will be published.

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Actions taken (summarise with dates)

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**Equality Impact Assessment (EIA) Team
(Please list below all people involved)**

Name	Job Title