

**Equality Impact Assessments (EqIA)
Screening Tool to decide if an EqIA is needed**

1. What is your Service Area and Directorate?

Service area: CORPORATE SERVICES

Name of Initiative: ALL WALES MEDICAL APPRAISAL POLICY

Directorate: EXECUTIVE MEDICAL DIRECTOR'S DEPARTMENT

2. What initiative are you screening for relevance to equality?

New Service

Service Review

Service change

Strategy

Policy

Other

Please write in:

Project

Care pathway

Financial decision/

Efficiency saving

3. Please give a brief description of the initiative including the aims, objectives, who will be affected and what you are trying to achieve

The policy is to promote the value and worth of appraisals for ALL medical employees and contractors, and to ensure effective arrangements exist to facilitate appraisal for all such employees in a fair and consistent manner. It is not a mechanism by which employers review or judge performance against a contract of employment, job plan or service objectives. Appraisal and job planning are separate processes, though the outputs from each will inform the others.

Annual appraisal is a GMC (General Medical Council) requirement for ALL doctors leading to revalidation and supports development of clinical practice, drive improvement in clinical governance and gives the employer and patient confidence that medical staff are up to date and fit to practise.

4. What does the initiative mainly relate to?

Direct frontline service delivery e.g. face to face contact with service users

Please explain why

Indirect front line service delivery e.g. support service provided at a distance

Please explain why

Annual appraisal ensures compliance that medical colleagues remain up to date with their continuing professional development, and are safe to practise in line with GMC requirements for doctors to revalidate.

Indirect back room service delivery e.g. support service with no patient contact

Please explain why

5. Would this initiative be delivered in partnership with other public sector partner organisations or contractors?

Yes No

6. What is the potential impact on the following groups of people including patients or the wider community?

Group	High Negative	Medium Negative	Low negative	Neutral	Positive	Unknown
Different racial groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Please describe what existing evidence you have for your assessment Race/Ethnicity is not a factor used for determining the booking, completion of or agreement of appraisals. All doctors (except trainees) of all grades and specialities undergo the same process.						
Different age groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Please describe what existing evidence you have for your assessment Age is not a factor used for determining the booking, completion of or agreement of appraisals						
Children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Please describe what existing evidence you have for your assessment Doctors have to declare that they have undertaken appropriate safeguarding training						
Men, women	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Please describe what existing evidence you have for your assessment Gender is not a factor used for determining the booking, completion of or agreement of appraisals						
People with disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Please describe what existing evidence you have for your assessment Disabilities are not a factor used for determining the booking, completion of or agreement of appraisals. Doctors are able to list/describe their personal constraints if they wish and how they are able to perform and be supported in seeking help						
Different religions or beliefs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Please describe what existing evidence you have for your assessment Religion or belief is not a factor used for determining the booking, completion of or agreement of appraisals. Any religious beliefs that impinge on clinical care (e.g. anti-abortion) can be voluntarily acknowledged within a dedicated probity and constraints sections of the appraisal portfolio in so far as they are described by the GMC Duties of a Doctor. This is an opportunity for Doctors to demonstrate they are not restricting care to patients on the grounds of their personal beliefs, in accordance with						

Group	High Negative	Medium Negative	Low negative	Neutral	Positive	Unknown
	GMC requirements.					
Different sexual orientations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Please describe what existing evidence you have for your assessment</i> Sexual Orientation is not a factor used for determining the booking, completion of or agreement of appraisals					
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Please describe what existing evidence you have for your assessment</i> Gender and Transitioning is not a factor used for determining the booking, completion of or agreement of appraisals. Doctors may choose to discuss transitioning as a constraint if they feel it has an impact on their functioning.					
Welsh language speakers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Please describe what existing evidence you have for your assessment</i> Doctors can choose to have their appraisal conducted in Welsh – they are free to choose their appraiser each year					
Pregnant women/women who have recently given birth to children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Please describe what existing evidence you have for your assessment</i> Women on maternity leave are neither required to undertake appraisals nor ‘catch-up’ on their return to clinical work					

Group	High Negative	Medium Negative	Low negative	Neutral	Positive	Unknown
Marital or civil partnership status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Please describe what existing evidence you have for your assessment</i> Marital or CP status is not a factor used for determining the booking, completion of or agreement of appraisals						
Carers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Please describe what existing evidence you have for your assessment</i> Carers status is not a factor used for determining the booking, completion of, or agreement of appraisals. Doctors can list personal constraints which affect their ability to perform and receive support.						
Different socio-economic groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Please describe what existing evidence you have for your assessment</i> Socio economic status is not a factor used for determining the booking, completion of or agreement of appraisals						

7. What is the potential impact on staff?

Staff Group	High Negative	Medium Negative	Low negative	Neutral	Positive	Unknown
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Please describe what existing evidence you have for your assessment</i> Appraisal is a longstanding activity in Wand this policy describes a standard approach which contributes to successful revalidations						

8. What is the potential impact on the Human Rights of individuals and in particular to the principles of:

Principle	High Negative	Medium Negative	Low negative	Neutral	Positive	Unknown
Dignity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Please describe what existing evidence you have for your assessment</i> Use of medical appraisers, helps maintain confidentiality, and allows difficult topics (eg complaints, significant events) to be discussed in confidence						
Respect	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Please describe what existing evidence you have for your assessment</i> Use of secure and confidential MARS appraisal website ensures data governance						
Fairness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Please describe what existing evidence you have for your assessment</i> Standard national process s each doctor is treated the same						
Independence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Please describe what existing evidence you have for your assessment</i>						

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9. How visible is this initiative to the general public?

- High visibility to general public
- Medium visibility to general public
- Low visibility to general public

10. Does this proposal identify potential negative impacts?

- Yes No Unable to decide

If yes

Please explain why. Have you fully mitigated these in your plans? If there are residual issues, you will need to proceed to a full EqIA

If no

*Please explain why and attach an action plan, **if necessary**, indicating how you will ensure that you will have enough information to review this decision in the future.*

Annual engagement of appraisals are monitored and reported, recommendations submitted to GMC for doctors revalidation, annual reports submitted to Welsh Government - giving assurance to all stakeholders. Decisions on appraisals and revalidations are shared every month with the Responsible Officer in SBUHB.

If unable to decide

Please explain why and indicate what steps you are going to take to be able to reach a conclusion either way.

11. Decision

- Full EqIA required Full EqIA not required

12. Sign off

Assessment team

a.

- b.
- c.
- d.

Sharon Penhale
GMC 343 0776

Lead for the initiative: Sharon Penhale, Medical Appraisal and Revalidation Manager

Signature: S Penhale

Date: 24 November 2020

