

EQUALITY IMPACT ASSESSMENT (EIA)

MIDLANDS & EAST (EAST)

Octagon Medical Practice

13th January 2019

Name and description of area being assessed: Octagon Medical Practice merger with Priory fields and Clarkson

Equality Impact Assessment Overview

Department or Service:	General Medical Services		
Area:	<input checked="" type="checkbox"/> - Service (Clinical, non clinical) <input type="checkbox"/> - Policy (National, regional, local) <input type="checkbox"/> - Strategy (National, regional, local) <input type="checkbox"/> - Procedure (e.g. tendering) <input type="checkbox"/> - Function (e.g. Team and staffing structure) <input type="checkbox"/> - Financial Assurance/Restructuring/Decommissioning <input type="checkbox"/> - Other - please state		
Name and description of area being assessed	The practice merging into Octagon Medical Practice being, Priory fields and Clarkson		
Person responsible for the area being assessed	Alan Ball	Position:	Managing Partner
Name of E&D lead for the area being assessed			
Date EIA completed:		Service Commissioned	Yes
Findings:	<input type="checkbox"/> - High risk of impact <input type="checkbox"/> - Medium risk of impact <input checked="" type="checkbox"/> - Low risk of impact	Review EIA in:	<input type="checkbox"/> - 3 Months <input type="checkbox"/> - 6 Months <input type="checkbox"/> - 12 Months

EIA Completed by:	Alan Ball		Date:	13 th January 2019
Print Name:	Alan Ball			
Director Lead:			Review Date:	

Print Name:			EIA ref no.: (completed by E & D Team)	
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Financial Assurance Guidance

For Decommissioning/Restructuring/Reduction/Financial Assurance Programmes please note the following steps.

1. Complete all Questions in **Section 1** including the impact score, then complete the EIA Review Passport in **Section 2** if it is rated **High** or **Medium** impact.
2. The EIA Review Passport should be used to give details of action plans to address the decommissioning/restructuring/reduction in service(s).

EIA for new or continued NHS service/policy

Please ensure the full EIA is completed.

Equality Impact Assessment – SECTION 1

Completion guidance: Please ensure that all the questions within this EIA are completed and that written evidence is provided. Should you have any problems when filling out this EIA please refer to:

- the **‘Guide to completing NHS Nottinghamshire County’s EIA’**
- and/or **contact your Directorate Equality, Diversity and Human Rights lead**

*Service, policy, strategy, procedure, function, restructuring (including financial assurance programme), other

Question 1	Equality Group			Please provide an explanation for your answer below and evidence as appropriate (an additional comments on page9)
Does the policy/service/restructuring/* decommission - ing target particular equality groups listed?	Gender	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Octagon merger has a policy committed to zero redundancies as part of the merger and as such no employees or patients are affected
	Gender identity (transgender)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Octagon merger has a policy committed to zero redundancies as part of the merger and as such no employees or patients are affected
	Race	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Octagon merger has a policy committed to zero redundancies as part of the merger and as such no employees or patients are affected
	Religion or Belief	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Octagon merger has a policy committed to zero redundancies as part of the merger and as such no employees or patients are affected
	Age	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Octagon merger has a policy committed to zero redundancies as part of the merger and as such no employees or patients are affected
	Disability	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Octagon merger has a policy committed to zero redundancies as part of the merger and as such no employees or patients are affected
	Sexual Orientation	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Octagon merger has a policy committed to zero redundancies as part of the merger and as such no employees or patients are affected
	Pregnancy and maternity	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Octagon merger has a policy committed to zero redundancies as part of the merger and as such no employees or patients are affected
	Social Exclusion & Economic Deprivation	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Octagon merger has a policy committed to zero redundancies as part of the merger and as such no employees or patients are affected

Question 2	Equality Group			For YES answers - please provide full details	For YES answers – are there mitigating circumstances – please provide full details
Does the policy/service/restructuring/* decommissioning potentially exclude or have a negative impact on any of the equality groups	Gender	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	Gender identity (transgender)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	Race	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	Religion or Belief	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	Age	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	Disability	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	Sexual Orientation	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	Pregnancy and maternity	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	Social Exclusion & Economic Deprivation	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		

<p>Question 3</p>	<p>Explain what the known barriers are (i.e. access to the new GP is at the top of a hill)</p>	<p>Provide the evidence (i.e. PPI forum for Seldom Heard Voices had feedback from a disabled member of staff)</p>
<p>What are the known barriers which could obstruct access to the benefits of the policy/service/restructuring/decommissioning ? e.g. Communication / information, physical access, location, sensitivity etc</p>	<p><i>Change in patient / GP relationship.</i></p> <p>The merger of the Practices into Octagon will work towards a single telephone based clinical model.</p> <p>However, on day one of the merger, all practices will retain their status, name and patient list.</p> <p>The movement to the new Clinical model and the single Patient list will take place under review with the Practice PPG Groups, Healthwatch and practice staff</p> <p>Octagon does not foresee any change or detriment to current relationship between the patients and GP's under the merger</p>	<p>Octagon PPG meeting took place and Octagon PPG Chairs took feedback on the merger, to date comments have been positive</p> <p>Managing Partner has met with Healthwatch and explained the merger plans and structure, Healthwatch were comfortable with the proposed structure and approach</p> <p>Further meetings with the PPG chairs and Patients will take place in January 2019 and February 2019, with a further Octagon PPG meeting scheduled for February 2019.</p>

Question 4	Equality Group	Please provide details where appropriate. Please also provide details on how data can be improved or collected in the future - this will assist with your action plan (an additional comment box can be found on page9)
<p>How is the effect of the policy/service/restructuring*/decommissioning on the different target groups going to be monitored? e.g. data reviews, consultation/audit</p>	<p>Gender</p>	<p>The merger group has a dedicated HR resource that will hold the employee data base and skills base. This information will have data on gender and a monthly HR report to Board will monitor mix to agreed levels. Patient lists will have reports generated on gender which will be collated and reported monthly</p>
	<p>Gender identity (transgender)</p>	<p>The merger group has a dedicated HR resource that will hold the employee data base and skills base. This information will have data on gender identity and a monthly HR report to Board will monitor Gender identity. Patient lists will have reports generated on gender identity where this information is provided, which will be collated and reported monthly</p>
	<p>Race</p>	<p>The merger group has a dedicated HR resource that will hold the employee data base and skills base. This information will have data on race and a monthly HR report to Board will monitor race information provided. Patient lists will have reports generated on race which will be collated and reported monthly</p>
	<p>Religion or Belief</p>	<p>The merger group has a dedicated HR resource that will hold the employee data base and skills base. This information will have data on religion and belief and a monthly HR report to Board will monitor Religion information provided. Patient lists will have reports generated on religion and Beliefs if provided which will be collated and reported monthly</p>
	<p>Age</p>	<p>The merger group has a dedicated HR resource that will hold the employee data base and skills base. This information will have data on age and a monthly HR report to Board will monitor information provided. Patient lists will have reports generated on age which will be collated and reported monthly</p>
	<p>Disability</p>	<p>The merger group has a dedicated HR resource that will hold the employee data base and skills base. This information will have data on disability and a monthly HR report to Board will monitor disability information provided. Patient lists will have reports generated on disability which will be collated and reported monthly</p>
	<p>Sexual Orientation</p>	<p>The merger group has a dedicated HR resource that will hold the employee data base and skills base. This information will have data on sexual orientation where provided and a monthly HR report to Board will monitor sexual orientation information provided. Patient lists will have reports generated on sexual orientation where provided which will be collated and reported monthly</p>
	<p>Pregnancy and maternity</p>	<p>The merger group has a dedicated HR resource that will hold the employee data base and skills base. This information will have data on maternity where reported and a monthly HR report to Board will monitor Pregnancy information provided. Patient lists will have reports generated on Pregnancies which will be collated and reported monthly</p>

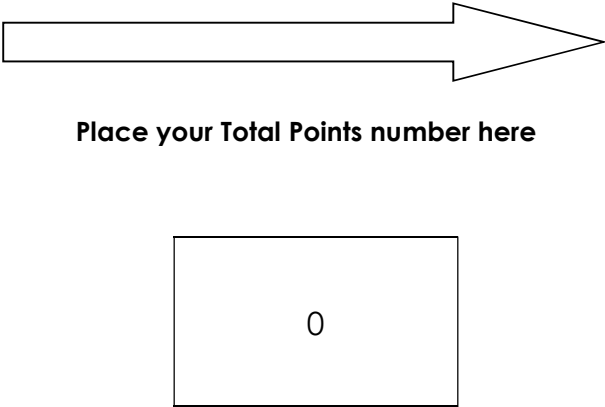
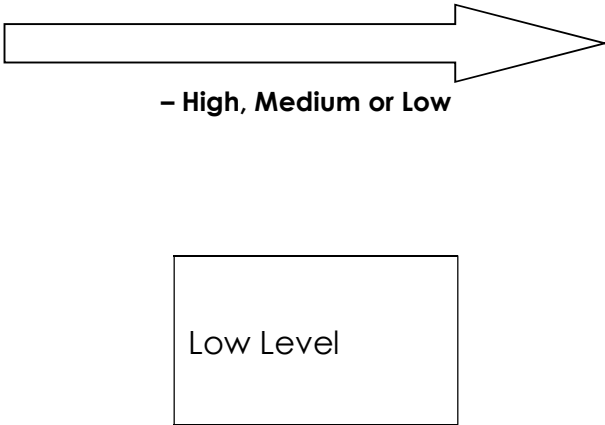
**Social Exclusion &
Economic Deprivation**

The merger group has a dedicated HR resource that will hold the employee data base and skills base. This information will have data on employees considered within the boundaries of Economic Deprivation and a monthly HR report to Board will monitor ED information provided. Patient lists will have reports generated on SE and ED where reported and completed which will be collated and reported monthly

Question 5			Please provide any other evidence that you feel may be appropriate
What evidence has been used to assist you to make your judgements?	Demographic data and other statistics including census findings	<input checked="" type="checkbox"/>	The merger group reports on existing information relating to census findings and population statistics.
	Result of research findings including studies of deprivation	<input checked="" type="checkbox"/>	The merger group has reviewed local authority and national statistics analysis to support the information it has available to it
	Results of recent consultations and surveys	<input type="checkbox"/>	The merger group attends regional and national meetings when held on specific topics surrounding consultation and inclusion
	Results of ethnic monitoring data and any equalities data from the local authority/joint services	<input checked="" type="checkbox"/>	
	Information from groups and agencies within East Anglia	<input type="checkbox"/>	
	Comparisons between similar functions/policies	<input type="checkbox"/>	
	Analysis of Patient and Public Involvement	<input type="checkbox"/>	
	Analysis of audit reports and review	<input type="checkbox"/>	
	Community Engagement and consultation events	<input checked="" type="checkbox"/>	

Additional comments - please note any additional information which does not easily fit into the previous boxes (e.g. if you are completing an EIA for a strategic document you may need to refer to individual areas of work where EIAs have been completed such as Strategic initiatives. You may also wish to detail related documents. For restructuring, decommissioning services please ensure you have fully taken account of the impact on all the equality strands.

Adverse impact	Group	Level of adverse impact + points	Add Points
<p>6.</p> <p>What adverse impact will this policy/service/restructuring* have on the different equality groups?</p> <p>Please consider all the adverse impact information you have gathered from the previous 5 questions. Now refer to the information below to decide on the level of impact for each affected group.</p> <ul style="list-style-type: none"> ○ Low level impact would mean: <ul style="list-style-type: none"> - There is no evidence of adverse or differential impact on groups of people ○ Medium level impact would mean: <ul style="list-style-type: none"> - You need further evidence to make a decision on impact - Medium adverse impact may be assessed in relation to gender if consultation by PPI process resulted in feedback from 70% women and men were under represented. ○ High Impact level impact would mean: <ul style="list-style-type: none"> - There is evidence of adverse or differential impact on certain groups of people and/or - There is substantial evidence that one or more of the equality groups are excluded <p>(See guidance within 'Guide to completing NHS Nottinghamshire County's EIA)</p>	Gender	Low = 0	0
		Medium = 1	
		High = 3	
	Gender identity (transgender)	Low = 0	0
		Medium = 1	
		High = 3	
	Race	Low = 0	0
		Medium = 1	
		High = 3	
	Religion or belief	Low = 0	0
		Medium = 1	
		High = 3	
	Age	Low = 0	0
		Medium = 1	
		High = 3	
	Disability	Low = 0	0
		Medium = 1	
		High = 3	
	Sexual Orientation	Low = 0	0
		Medium = 1	
		High = 3	
	Pregnancy and maternity	Low = 0	0
		Medium = 1	
		High = 3	
Social Exclusion & Economic Deprivation	Low = 0	0	
	Medium = 1		
	High = 3		
TOTAL POINTS		0	

<p>7. Now determine your OVERALL LEVEL OF ADVERSE IMPACT for this EIA</p>	 <p>Place your Total Points number here</p>	<p>Now use the matrix to determine your OVERALL LEVEL OF ADVERSE IMPACT</p> <p>0 points = Low level impact 1 – 2 points = Medium level impact 3 point and above = High level impact</p>
	<p>Place your OVERALL LEVEL OF ADVERSE IMPACT here</p>  <p>- High, Medium or Low</p>	<p>Now consider your next steps -</p> <p>Low level = No immediate action is required however ensure you monitor any changes and implement action as required (the EIA Section 1 action plan can then be used)</p> <p>Medium level = Fill in Section 1 action plan as further evidence is required to make a decision on impact.. Consultation with stakeholders should take place to gather further information.</p> <p>High level = Continue into Section 2 and complete Section 2 action plan. As there is evidence of impact full consultation with stakeholders should take place. (See guidance within 'Guide to completing NHS Nottinghamshire County's EIA)</p>

NB: If you have completed this EIA for Financial Assurance/Decommissioning/Restructuring and the impact rating is high/medium please complete the EIA Review Passport in Section 2.

