

Equality objectives 2015/19

Domain	Key area	Action	Target date	Exec Lead	Accountable	status	Progress/update	Date completed	Evidence/outcome
Objective 1	<p>Improve accessible information across services</p> <p>Current position and scope for improving the availability of new accessible communication standard introduced in September 2016</p>	<p>Investigate the current position and scope for increasing the availability of literature in other languages. To train key staff in total communication to ensure literature is accessible to all. Develop a communication strategy for the Trust to include all aspects e.g. use of interpreters, alternative communications etc. Need to establish a process of how accessible information will be made available to patients when the new PAS system is in place in 2017</p>	<p>01 Dec 17</p> <p>May 2018</p>	HROD	Associate Director of Communications, Data Protection Lead Patient services lead		<p>Training for reception and booking staff has been arranged, which will be used as a consultation for AIS implementation.</p> <p>Stickers have been produced for patient notes to identify communication needs. Requested these be advertised in the bulletin.</p> <p>Producing easy read documents training is planned for 2018, yet to be advertised as need to raise awareness of staff responsibilities first.</p> <p>A separate action plan exists specifically to monitor the Accessible Information Standard.</p>		<p>increased patient satisfaction identified through F&F test and reduction in negative comments or complaints</p>

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Objective 2	Papers that come before the Board and other Committees identify equality related impacts including risks and say how these are to be managed.	EIA will be completed for all project/policy documents and forwarded to HREI Lead .Front prompt sheet to be added to policy template	01/06/2016 June 18	HROD	HROD		<p>All EIAs now countersigned by HREI lead before uploaded to the Document Library. Prompt sheet now at the front of the policy template to ensure policy writers consider equality at the start of the process.</p> <p>Continue to monitor Board papers to ensure that the E&I section is completed properly.</p> <p>Audit planned for Jan and June 2018 in preparation for EDS reassessment.</p> <p>Cultural Leadership training is underway for senior leadership which has an element of equality within it.</p>		Consistent good quality EIAs completed by authors and viewed by HREI Lead.

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Objective 3	Improve the ability to provide "Reasonable Adjustments" to enable patients with additional needs to be flagged up	Improve the ability to provide "Reasonable Adjustments" to enable patients with additional needs to be flagged up	01/12/2016 Dec 2017 2018	HROD	HROD		Stickers have been produced to go on patients medical notes to identify patients with additional needs. Still awaiting new PAS to help alerts be identified before patients admitted. Consultation is taking place to agree the process for this.		Reduction in complaints, reduction in DNA's

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Objective 4	Staff report positive experiences of their membership of the workforce	To complete a data cleanse of equalities data held on ESR and provide staff with an opportunity to update.	28/02/2016 June 17 Feb 18	HROD	employee intelligence unit manager	✓	<p>Data improvements: All staff with blank fields have been emailed twice and asked to update their personal information. A notice went in the daily bulletin Dec 2017 informing staff that if they don't update their info it will be changed to "do not wish to declare" as per NHS Digital guidance. This has now been completed.</p> <p>The Respect Each Other campaign was launched 20th Nov and a series of activities will be offered throughout the year.</p> <p>A carers network event took place 15th Dec to support staff with external caring responsibilities.</p> <p>The MEG and DAT staff groups have agreed to merge which will support cross group working and awareness.</p>		ESR data more complete
			Objectives 2016 V3.6 Toby Lewis Human Rights Equality & Inclusion Lead						

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