

NHS Greater Glasgow and Clyde Equality Impact Assessment Tool

Equality Impact Assessment is a legal requirement as set out in the Equality Act (2010) and the Equality Act 2010 (Specific Duties)(Scotland) regulations 2012 and may be used as evidence for cases referred for further investigation for compliance issues. Please refer to the EQIA Guidance Document while completing this form. Please note that prior to starting an EQIA all Lead Reviewers are required to attend a Lead Reviewer training session or arrange to meet with a member of the Equality and Human Rights Team to discuss the process. Please contact <u>CITAdminTeam@ggc.scot.nhs.uk</u> for further details or call 0141 2014560.

Name of Policy/Service Review/Service Development/Service Redesign/New Service:

New Service. Bipolar Hub (South	n) Pilot			
Is this a: Current Service	Service Development x	Service Redesign	New Service	New Policy
Policy Review 🗌				

Description of the service & rationale for selection for EQIA: (Please state if this is part of a Board-wide service or is locally driven).

What does the service or policy do/aim to achieve? Please give as much information as you can, remembering that this document will be published in the public domain and should promote transparency.

The 'Bipolar Hub' is an innovative partnership with a third sector organisation (Bipolar Scotland). This is a model that has been successfully adopted for other conditions most notably for Dementia and Addictions. The hub will act as a resource for the provision of a range of supports and interventions to complement on-going care provided within CMHT's. It is designed to act as a 'one stop shop' resource in order to ensure up-to-date information, advice and support is readily available for individuals with Bipolar Disorder (BD). It will support individuals take a more active role in their care and the

development of self-management skills whilst reducing overtreatment and non value added clinical contacts. Such a model is in line with a 'Realistic Medicine' approach as well as placing an emphasis on recovery and greater patient autonomy. An initial test of change is limited to the South sector and East Renfrewshire will cover five CMHT's.

Why was this service or policy selected for EQIA? Where does it link to organisational priorities? (If no link, please provide evidence of proportionality, relevance, potential legal risk etc.)

As we are developing a new service we would like to ensure that we meet the 3 public sector duties in relation to equality i.e

eliminate unlawful discrimination

advance equality of opportunity between people who share a protected characteristic and those who don't

foster or encourage good relations between people who share a protected characteristic and those who don't

Who is the lead reviewer and when did they attend Lead reviewer Training? (Please note the lead reviewer must be someone in a position to authorise any actions identified as a result of the EQIA)

Name:	Date of Lead Reviewer Training:
Heather McKenzie Nesbitt, Nurse Team Leader, Bipolar Hub	12/02/2020

Please list the staff involved in carrying out this EQIA

(Where non-NHS staff are involved e.g. third sector reps or patients, please record their organisation or reason for inclusion):

Anne Malarkey, Service Manager, NHSGGC

Alison Cairns, Chief Executive, Bipolar Scotland (Third Sector Partner)

		Example	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required
1.	What equalities information is routinely collected from people currently using the service or affected by the policy? If this is a new service proposal what data do you have on proposed service user groups. Please note any barriers to collecting this data in your submitted evidence	A sexual health service collects service user data covering all 9 protected characteristics to enable them to monitor patterns of use.	Information on protected characteristics are recorded by the patients referring community mental health team on EMIS. This information can then be audited trough EMIS. Not all characteristics are collected with gender reassignment, sexual orientation and race.	Not recording this information may reduce our ability to understand if we are meeting the needs of this group. Discussions are currently being undertaken as to how this information could be collected, where it would be recorded and how it could be audited.

	and an explanation for any protected characteristic data omitted.			
		Example	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required
2.	Please provide details of how data captured has been/will be used to inform policy content or service design. Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes). 1) Remove discrimination, harassment and	A physical activity programme for people with long term conditions reviewed service user data and found very low uptake by BME (Black and Minority Ethnic) people. Engagement activity found promotional material for the	Data from CMHT which has been reviewed has informed the service that women may access services less frequently due to times of appointments being unsuitable. The service has been designed to be more easily accessed with earlier opening times and drop in clinics. Access to the service will also be available via video conference systems to allow those with caring/mobility challenges to see a professional without coming to a fixed base.	

 victimisation 2) Promote equality of opportunity 3) Foster good □ relations between protected characteristics. 4) Not applicable □ 	interventions was not representative. As a result an adapted range of materials were introduced with ongoing monitoring of uptake. (Due regard promoting equality of opportunity)		
	Example	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required
 How have you applied learning from research evidence about the experience of equality groups to the service or Policy? Your evidence should show which of the 3 parts of the 	Looked after and accommodated care services reviewed a range of research evidence to help promote a more inclusive care environment. Research suggested that	There has been no formal research undertaken prior to the implementation of the service. However through undertaking listening events with third party stakeholders and those with lived experience we have learned that open and flexible access is an important part of what is needed. Those with Bipolar Disorder have a high level of physical health problems and a major focus of the project and this again was welcomed by the stakeholder groups.	

 been considered (tick relevant boxes). 1) Remove discrimination, harassment and victimisation 2) Promote equality of opportunity 3) Foster good relations between protected a characteristics 4) Not applicable a second second	people had a disproportionately difficult time through exposure to bullying and harassment. As a result staff were trained in LGBT+ issues and were more confident in asking related questions to young people. (Due regard to removing discrimination, harassment and victimisation and		
4) Not applicable 🗌	discrimination, harassment and		
	Example	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required

4.	Can you give details of how you have engaged with equality groups with regard to the service review or policy development? What did this engagement tell you about user experience and how was this information used?	A money advice service spoke to lone parents (predominantly women) to better understand barriers to accessing the service. Feedback included concerns about waiting times at the drop	This project is a test of change and is the first in the UK to adopt this approach for those with Bipolar Disorder. We have listened carefully to our local stakeholders (Bipolar Scotland) and they have been partners in developing the service. A world cafe event was held which included those in the catchment area with lived experience of this mental health problem and the information from this collated and used in the planning of the project.	
	Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes). 1) Remove discrimination, harassment and victimisation	in service, made more difficult due to child care issues. As a result the service introduced a home visit and telephone service which significantly increased uptake.		
	 2) Promote equality of opportunity 3) Foster good relations between protected 	(Due regard to promoting equality of opportunity)		

	characteristics 4) Not applicable	* The Child Poverty (Scotland) Act 2017 requires organisations to take actions to reduce poverty for children in households at risk of low incomes.		
		Example	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required
5.	Is your service physically accessible to everyone? If this is a policy that impacts on movement of service users through areas are there potential barriers that need to be addressed?	An access audit of an outpatient physiotherapy department found that users were required to negotiate 2 sets of heavy manual pull doors to access the service. A request was placed to have the	A mapping exercise was undertaken when a base was identified which indicated that the base was accessible by public transport from all the areas that it covers. The physical environment is being adapted so that it can be accessed by those with all levels of mobility with appropriate signage. The project will be entered via a buzzer system at the front door and those requiring further assistance can request this and staff are close by to assist. The use of Attend Anywhere (remote appointments from any	

: 1	Your evidence should show which of the 3 parts of the General Duty have	doors retained by magnets that could deactivate in the event of a fire.	accessible device) will allow a further degree of flexibility in how people can attend. This can also be linked to BSL and telephone interpreting if required.	
l	been considered (tick relevant boxes).	(Due regard to remove		
	1) Remove discrimination, harassment and victimisation	discrimination, harassment and victimisation).		
	2) Promote equality of opportunity			
1	3) Foster good relations between protected			
(characteristics.			
4	4)Not applicable 🗌			
		Example	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required
6.	How will the service change or policy	Following a service review, an	All materials will be reviewed under the NHSGGC Clear to All policy and providing	

development	information video	the information in other languages is	
ensure it does not	to explain new	currently being investigated. The service will	
discriminate in the	procedures was	comply with the Interpretation Protocol for	
way it	hosted on the	those with visual or language barriers.	
communicates with	organisation's		
service users and	YouTube site.		
staff?	This was		
	accompanied by a		
	BSL signer to		
Your evidence	explain service		
should show which	changes to Deaf		
of the 3 parts of the	service users.		
General Duty have			
been considered			
(tick relevant	Written materials		
boxes).	were offered in		
1) Remove	other languages		
discrimination,	and formats.		
harassment and			
victimisation			
	(Due regard to		
2) Promote equality	remove		
of opportunity	discrimination,		
3) Foster good	harassment and		
relations between	victimisation and		
protected	promote equality		
characteristics \Box	of opportunity).		

	4) Not applicable		
	The British Sign		
	Language		
	(Scotland) Act 2017		
	aims to raise		
	awareness of		
	British Sign		
	Language and		
	improve access to		
	services for those		
	using the language.		
	Specific attention		
	should be paid in		
	your evidence to		
	show how the		
	service review or		
	policy has taken		
	note of this.		
7	Protected Characteristic	Service Evidence Provided	Possible negative impact and
			Additional Mitigating Action

			Required
(a)	Age Could the service design or policy content have a disproportionate impact on people due to differences in age? (Consider any age cut-offs that exist in the service design or policy content. You will need to objectively justify in the evidence section any segregation on the grounds of age promoted by the policy or included in the service design).	Mental Health Services in NHSGGC are organised by age as mental health problems often require different treatment approaches according to age The services that will be providing our referrals (CMHTs) work with those from 16-65 and this will be the age range that we will be working with. Those over 65 would be attending an Older Adult Service. This is currently a test of change and this may change in the future.	At the review of the service (1 year) we will investigate the possible opportunities to open the service to a wider group by consulting with our current and possible future stakeholders
	Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes).		
	1) Remove discrimination, harassment and victimisation		
	2) Promote equality of opportunity		
	3) Foster good relations between protected characteristics.		
	4) Not applicable		

(b)	Disability Could the service design or policy content have a disproportionate impact on people due to the protected characteristic of disability? Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes). 1) Remove discrimination, harassment and victimisation 2) Promote equality of opportunity 3) Foster good relations between protected characteristics. 4) Not applicable	All of those attending will have a protected characteristic of disability due to their mental health diagnosis of bipolar disorder. The service has therefore been designed to enhance the mental and physical health of this group and to reduce the impact of disability as a whole.	
	Protected Characteristic	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required
(C)	Gender Identity	There has been some research that	

d)	Marriage and Civil Partnership	No, there would be no impact on this.	
	Protected Characteristic	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required
	 3) Foster good relations between protected characteristics 4) Not applicable 	Additionally provision will be made for gender neutral toilet facilities within the building that the Hub is housed in.	
	2) Promote equality of opport mity	staff will be aware of, and will comply with, the NHSGGC Gender Reassignment Policy.	
	1) Remove discrimination, harassment and victimisation	handled and not passed on unless requested by the patient on a need to know basis. All	
	Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes).	are working within the Hub are confident in how to work with trans people. As per advice from the Government Equalities Office (2015) on providing services for this patient group staff will ensure that information regarding gender identify will be securely	
	Could the service change or policy have a disproportionate impact on people with the protected characteristic of gender identity?	incidence of mental health problems, including Bipolar Disorder, are higher in those who identify as Transgender (Wanta, JW., Nifortos, JD., Durback, E et al 2019; Dhejne, C., Van Vlerken, R., Heylens, G., Arcelus, J., 2016) With this evidence it is important that those who	

	Could the service change or policy have a disproportionate impact on the people with the protected characteristics of Marriage and Civil Partnership?		
	Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes).		
	1) Remove discrimination, harassment and victimisation		
	2) Promote equality of opportunity \Box		
	3) Foster good relations between protected characteristics		
	4) Not applicable		
e)	Pregnancy and Maternity	The building will be breast feeding friendly and will have areas for baby changing if required.	
	Could the service change or policy have a disproportionate impact on the people with the protected characteristics of Pregnancy and Maternity?		

	 Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes). 1) Remove discrimination, harassment and victimisation 2) Promote equality of opportunity 3) Foster good relations between protected characteristics. 4) Not applicable 		
	Protected Characteristic	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required
(f)	Race Could the service change or policy have a disproportionate impact on people with the protected characteristics of Race? Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes).	All of those attending will enjoy equitable access to our services. Written information will be available in a range of languages that reflect the population that is being served. We will have access to interpreters for those that require this service and will prioritise face to face rather than telephone interpretation services. The use of Attend Anywhere also has the ability to have interpreters for appointments where the interpreter is seen by both patient and staff member and this	

	 Remove discrimination, harassment and victimisation Promote equality of opportunity Foster good relations between protected characteristics Not applicable 	would be beneficial for those who use BSL.	
(g)	Religion and Belief Could the service change or policy have a disproportionate impact on the people with the protected characteristic of Religion and Belief?	This is an outpatient clinic and there will be flexibility of appointments to enable those who attend places of worship at different times to access the drop in when it is most useful to them.	
	Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes).		
	1) Remove discrimination, harassment and victimisation		
	2) Promote equality of opportunity \Box		
	3) Foster good relations between protected characteristics.		

	4) Not applicable		
	Protected Characteristic	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required
(h)	Sex Could the service change or policy have a disproportionate impact on the people with the protected characteristic of Sex? Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes).	There should a positive impact from women. Staff are trained in routine sensitive enquiry and this include undertaking questioning around gender based violence. There will be no waiting area as patients will be taken straight through to their appointment rooms and every effort is being made to develop a safe environment for all sexes.	
	1) Remove discrimination, harassment and victimisation		
	2) Promote equality of opportunity 🗌		
	3) Foster good relations between protected characteristics.		
	4) Not applicable		

(i)	Sexual Orientation	There will be no assumption of sexual orientation and patients will have the opportunity to discuss this in private with the mental health nurse who facilitates their	
	Could the service change or policy have a disproportionate impact on the people with the protected characteristic of Sexual Orientation?	appointment.	
	Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes).		
	1) Remove discrimination, harassment and victimisation		
	2) Promote equality of opportunity		
	3) Foster good relations between protected characteristics.		
	4) Not applicable		
	Protected Characteristic	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required

(j)	Socio – Economic Status & Social Class Could the proposed service change or policy have a disproportionate impact on the people because of their social class or experience of poverty and what mitigating action have you taken/planned? The Fairer Scotland Duty (2018) places a duty on public bodies in Scotland to actively consider how they can reduce inequalities of outcome caused by socioeconomic disadvantage in strategic planning. You should evidence here steps taken to assess and mitigate risk	Although there may be more travel involved for some of those attending due to their diagnosis they will be entitled to apply for free bus travel (and for their carer if required). The mapping exercise on travel provided us with evidence that the length of time to travel was more or less equal for some of the areas with less travel for two of the areas covered. The use of attend anywhere may be a barrier for some who do not have access to a computer or smartphone however having both this and a physical drop in should make the service open to all. The venue itself is accessible for those who with mobility problems and signage and access to toilets will be clear.	
	of exacerbating inequality on the ground of socio-economic status.		
(k)	Other marginalised groups How have you considered the specific impact on other groups including homeless people, prisoners and ex- offenders, ex-service personnel, people with addictions, people involved in prostitution, asylum seekers & refugees	This service is not a replacement for other CMHT's and those who require more intensive support (such as listed here) will still be able to access this.	

	and travellers?		
8.	Does the service change or policy development include an element of cost savings? How have you managed this in a way that will not disproportionately impact on protected characteristic groups?	No, this pilot is an increased investment.	
	Your evidence should show which of the 3 parts of the General Duty have been considered (tick relevant boxes).		
	1) Remove discrimination, harassment and victimisation		
	2) Promote equality of opportunity		
	3) Foster good relations between protected characteristics.		
	4) Not applicable		
L	1	Service Evidence Provided	Possible negative impact and Additional Mitigating Action Required

9	9.	What investment in learning has been	All staff who will be working within the Hub	
		made to prevent discrimination, promote	have undertaken both statutory and	
		equality of opportunity and foster good	mandatory training ins equality, diversity and	
		relations between protected characteristic	human rights. This will be monitored by the	
		groups? As a minimum include recorded	Nurse Team Leader.	
		completion rates of statutory and		
		mandatory learning programmes (or local		
		equivalent) covering equality, diversity		
		and human rights.		

10. In addition to understanding and responding to legal responsibilities set out in Equality Act (2010), services must pay due regard to ensure a person's human rights are protected in all aspects of health and social care provision. This may be more obvious in some areas than others. For instance, mental health inpatient care or older people's residential care may be considered higher risk in terms of potential human rights breach due to potential removal of liberty, seclusion or application of restraint. However risk may also involve fundamental gaps like not providing access to communication support, not involving patients/service users in decisions relating to their care, making decisions that infringe the rights of carers to participate in society or not respecting someone's right to dignity or privacy.

The Human Rights Act sets out rights in a series of articles – right to Life, right to freedom from torture and inhumane and degrading treatment, freedom from slavery and forced labour, right to liberty and security, right to a fair trial, no punishment without law, right to respect for private and family life, right to freedom of thought, belief and religion, right to freedom of expression, right to freedom of assembly and association, right to marry, right to protection from discrimination.

Please explain in the field below if any risks in relation to the service design or policy were identified which could impact on the human rights of patients, service users or staff.

Some of those attending may be receiving care under the Mental Health (Care and Treatment) Act(Scotland) (2015). Staff will comply with all aspects of this Act and ensure patients are aware of their rights under this Act.

Please explain in the field below any human rights based approaches undertaken to better understand rights and responsibilities resulting from the service or policy development and what measures have been taken as a result e.g.

applying the PANEL Principles to maximise Participation, Accountability, Non-discrimination and Equality, Empowerment and Legality or FAIR*.

There has been extensive consultation with those with Bipolar Disorder in the planning of this service. Our partners, Bipolar Scotland, are an active part of our Stakeholders group and were involved in the World Café event with a wider service users group. We will be looking at ways to evaluate the service which fully include the opinions of those who will be using the service.

Facts: What is the experience of the individuals involved and what are the important facts to understand?

Analyse rights: Develop an analysis of the human rights at stake

Identify responsibilities: Identify what needs to be done and who is responsible for doing it

Review actions: Make recommendations for action and later recall and evaluate what has happened as a result.

Having completed the EQIA template, please tick which option you (Lead Reviewer) perceive best reflects the findings of the assessment. This can be cross-checked via the Quality Assurance process:



Option 2: Adjust (where a potential or actual negative impact or potential for a more positive impact is found, make changes to mitigate risks or make improvements)

Option 3: Continue (where a potential or actual negative impact or potential for a more positive impact is found but a decision not to make a change can be objectively justified, continue without making changes)

Option 4: Stop and remove (where a serious risk of negative impact is found, the plans, policies etc. being assessed should be halted until these issues can be addressed)

11. If you believe your service is doing something that 'stands out' as an example of good practice - for instance you are routinely collecting patient data on sexual orientation, faith etc. - please use the box below to describe the activity and the benefits this has brought to the service. This information will help others consider opportunities for developments in their own services.

As a pilot service we hope to engage patients in ways that are both accessible and meaningful to them. The use of online consultations, opening before 9am and offering both scheduled and unscheduled appointments is a new approach for Mental Health and it is hoped this will offer a different way of engaging with those with mental health problems.

Actions – from the additional mitigating action requirements boxes completed above, please summarise the actions this service will be taking forward.	Date for completion	Who is responsible?(initi als)
We will continue to work with our stakeholders in relation to the review of the service after the completion of the pilot an consider the possibility of discussion with our older adult services.	April 2021	HMN

Ongoing 6 Monthly Review please write your 6 monthly EQIA review date:

01/11/2020

Comment [H1]: I have put this as 6 months after the service s due to start.

Lead Reviewer:NameHeather McKenzie NesbittEQIA Sign Off:Job Title Nurse Team LeaderDate 13/03/2020

Quality Assurance Sign Off: Name Alastair Low Job Title Planning and Devleopment Manager Date 13/3/20



NHS GREATER GLASGOW AND CLYDE EQUALITY IMPACT ASSESSMENT TOOL MEETING THE NEEDS OF DIVERSE COMMUNITIES 6 MONTHLY REVIEW SHEET

Name of Policy/Current Service/Service Development/Service Redesign:

Bipolar Hub South Glasgow (Pilot)

Please detail activity undertaken with regard to actions highlighted in the original EQIA for this Service/Policy

	(Completed	
	1	Date	Initials
Action:			
Status:			
Action:			
Status:			
Action:			
Status:			

Action:		
Status:		

Please detail any outstanding activity with regard to required actions highlighted in the original EQIA process for this Service/Policy and reason for non-completion

	To be Completed by	
	Date	Initials
Action:		
Reason:		
Action:		
Reason:		

Please detail any new actions required since completing the original EQIA and reasons:

	To be completed by	
	Date	Initials
Action:		
Reason:		

Action:		
Reason:		

Please detail any discontinued actions that were originally planned and reasons:

Action:	
Reason:	
Action:	
Reason:	

Please write your next 6-month review date

Name of completing officer:

Date submitted:

References

If you would like to have your 6 month report reviewed by a Quality Assuror please e-mail to: <u>alastair.low@ggc.scot.nhs.uk</u>

Comment [H2]: References added

Dhejne, C., Van Vlerken, R., Heylens, G., Arcelus, J., (2016) Mental health and gender dysphoria: A review of the literature. *International Review of Psychiatry*. Vol 28(1), pp. 44-57.

Government Equalities Office (2015) Providing Services for Transgender customers.

Wanta, JW., Nifortos, JD., Durback, E., Viguera, A., Murat, A. (2019) Mental Health Diagnosis among transgender patients in a clinical setting: All all-payer electronic health record study. *Transgender Health.* Vol 4(1), pp 313-315.