

**INDIVIDUAL FUNDING REQUESTS POLICY AND PROCEDURE
HaRD 027
Equality Impact Analysis**

Policy / Project / Function:	IFR Policy								
Date of Analysis:	July 2014								
This Equality Impact Analysis was completed by: (Name and Department)	Catherine Lightfoot Service, Delivery and Assurance North Yorkshire and Humber Commissioning Support Unit								
What are the aims and intended effects of this policy, project or function ?	<p>The aim of the policy is to :</p> <ul style="list-style-type: none"> • Identify the reasons for having an Individual Funding Request for a treatment which is restricted • Explain the difficult choices faced by the CCG and how the CCG has decided to prioritise resources to ensure the best health outcomes for the community • Set the decision making process within an ethical context • Inform health professionals about the IFR policy in operation and how to request restricted treatments or appeal against individual decisions to decline a request for a restricted treatment • Ensure decisions are made in a fair, open and consistent manner • Provide a background against which appeals can be judged • Demonstrate clear processes for decision making <p>Be able to defend legal challenges against the decision not to commission certain interventions or to limit the number of such interventions commissioned</p>								
Please list any other policies that are related to or referred to as part of this analysis?	NICE Guidance National EIA Harrogate and Rural District Joint Strategic Needs Assessment Census 2011								
Who does the policy, project or function affect ? Please Tick ✓	<table style="width: 100%; border: none;"> <tr> <td>Employees</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Service Users</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Members of the Public</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Other (List Below)</td> <td><input type="checkbox"/></td> </tr> </table>	Employees	<input type="checkbox"/>	Service Users	<input checked="" type="checkbox"/>	Members of the Public	<input type="checkbox"/>	Other (List Below)	<input type="checkbox"/>
Employees	<input type="checkbox"/>								
Service Users	<input checked="" type="checkbox"/>								
Members of the Public	<input type="checkbox"/>								
Other (List Below)	<input type="checkbox"/>								

1. Equality Impact Analysis: Screening

	Could this policy have a positive impact on...		Could this policy have a negative impact on...		Is there any evidence which already exists from previous (e.g. from previous engagement) to evidence this impact
	Yes	No	Yes	No	
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The overarching IFR policy includes the commissioning position for a number of procedures and treatments. Through the IFR process race will be addressed in any screening on potential impact for each IFR if appropriate.
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The overarching IFR policy includes the commissioning position for a number of procedures and treatments. Through the IFR process age will be addressed in any screening on potential impact for each IFR case if appropriate.
Sexual Orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The overarching IFR policy includes the commissioning position for a number of procedures and treatments. Through the IFR process sexual orientation will be addressed in any screening on potential impact for each IFR case if appropriate.
Disabled People	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The overarching IFR policy includes the commissioning position for a number of procedures and treatments. Through the IFR process disabled people will be addressed in any screening on potential impact for each IFR case if appropriate.
Gender	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The overarching IFR policy includes the commissioning position for a number of procedures and treatments. Through the IFR process gender will be addressed in any screening on potential impact for each IFR case if appropriate.

Transgender People	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The overarching IFR policy includes the commissioning position for a number of procedures and treatments. Through the IFR process Transgender people will be addressed in any screening on potential impact for each IFR case if appropriate.
Pregnancy and Maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The overarching IFR policy includes the commissioning position for a number of procedures and treatments. Through the IFR process pregnancy and maternity will be addressed in any screening on potential impact for each IFR if appropriate.
Marital Status	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The overarching IFR policy includes the commissioning position for a number of procedures and treatments. Through the IFR process marital status will be addressed in any screening on potential impact for each IFR if appropriate.
Religion and Belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The overarching IFR policy includes the commissioning position for a number of procedures and treatments. Through the IFR process Religion and belief will be addressed in any screening on potential impact for each IFR if appropriate.
Reasoning	The ethos of the IFR process ensures that decisions are made based on clinical grounds and that people are not disadvantaged because of a protected characteristic, without an objectively justifiable reason.				
If there is no positive or negative impact on any of the Nine Protected Characteristics go to Section 7					

2. Equality Impact Analysis: Local Profile Data

Local Profile/Demography of the Groups affected (population figures)	
General	For the 160,467 patients who are registered with 17 GP practices in Harrogate and Rural District.
Age	32.9% of the population (Joint Strategic Needs Assessment) are aged 0-29. The CCG has a relatively elderly population with 26.5% of its population aged over 60 (Joint Strategic Needs Assessment).
Race	The Census 2011 indicates the race of the population in Harrogate and Rural District CCG as: White 96.3% Mixed 0.3% Asian 0.4% Black 0.3% Other 0.7%
Sex	The gender split in the Harrogate and Rural District CCG area is 49.2% male and 50.8% female (Joint Strategic Needs Assessment).
Gender reassignment	There are no official statistics nationally or regionally regarding transgender populations, however, GIRES (Gender Identity Research and Education Society - www.gires.org.uk) estimated that, in 2007, the prevalence of people who had sought medical care for gender variance was 20 per 100,000, i.e. 10,000 people, of whom 6,000 had undergone transition. 80% were assigned as boys at birth (now trans women) and 20% as girls (now trans men). However, there is good reason, based on more recent data from the individual gender identity clinics, to anticipate that the gender balance may eventually become more equal.
Disability	31.1% of people within the HaRD CCG population are living with a limiting long term illness or disability.
Sexual Orientation	Local population data is not available for sexual orientation. In part, this is because until recently national and local surveys of the population and people using services did not ask about an individual's sexual orientation. However, Stonewall estimates that 5 - 7% of the national population are lesbian, gay or bisexual.
Religion, faith and belief	According to the 2011 Census, 68.6% of the population identified themselves as Christian and 0.14% of the population is made up of other religions. The remainder of the population (30%) did not state anything or stated 'no religion'.
Marriage and civil partnership	This protected characteristic generally only applies in the workplace. Data from the Office of National Statistics covering the period 2008-2010 indicates that there were 18,049 Civil Partnerships in England and Wales during this three-year period – 52% men and 48% women.
Pregnancy and maternity	There are no figures available for pregnancy and maternity.

3. Equality Impact Analysis: Equality Data Available

<p>Is any Equality Data available relating to the use or implementation of this policy, project or function?</p> <p>Equality data is internal or external information that may indicate how the activity being analysed can affect different groups of people who share the nine <i>Protected Characteristics</i> – referred to hereafter as ‘<i>Equality Groups</i>’.</p> <p>Examples of <i>Equality Data</i> include: (this list is not definitive)</p> <ol style="list-style-type: none"> 1. Application success rates <i>Equality Groups</i> 2. Complaints by <i>Equality Groups</i> 3. Service usage and withdrawal of services by <i>Equality Groups</i> 4. Grievances or decisions upheld and dismissed by <i>Equality Groups</i> 5. <i>Previous EIAs</i> 	<p>Yes <input type="checkbox"/></p> <p>No <input checked="" type="checkbox"/></p> <p>Where you have answered yes, please incorporate this data when performing the <i>Equality Impact Assessment Test</i> (the next section of this document).</p> <p>Provision of relevant equality data has been agreed as part of the future commissioning arrangements for the complaints / PALS service through a voluntary questionnaire.</p>
<p>List any Consultation e.g. with employees, service users, Unions or members of the public that has taken place in the development or implementation of this policy, project or function</p>	<p>The policy has undergone consultation with the North Yorkshire and Humber Commissioning Support unit.</p> <p>The contents of this policy is based on similar policies which have been agreed and adopted by several North Yorkshire and Humber CCGs.</p>
<p>Promoting Inclusivity How does the project, service or function contribute towards our aims of eliminating discrimination and promoting equality and diversity within our organisation</p>	<p>The ethos of the IFR process ensures that decisions are made based on clinical grounds and that people are not disadvantaged because of a protected characteristic, without an objectively justifiable reason.</p>

4. Equality Impact Analysis: Assessment Test

What impact will the implementation of this policy, project or function have on employees, service users or other people who share characteristics protected by *The Equality Act 2010* ?

Protected Characteristic:	No Impact:	Positive Impact:	Negative Impact:	Evidence of impact and if applicable, justification where a <i>Genuine Determining Reason</i> exists
Gender (Men and Women)	✓			
Race (All Racial Groups)	✓			
Disability (Mental and Physical)	✓			
Religion or Belief	✓			
Sexual Orientation (Heterosexual, Homosexual and Bisexual)	✓			

What impact will the implementation of this policy, project or function have on employees, service users or other people who share characteristics protected by *The Equality Act 2010* ?

Protected Characteristic:	No Impact:	Positive Impact:	Negative Impact:	Evidence of impact and if applicable, justification where a <i>Genuine Determining Reason</i> exists
Pregnancy and Maternity	✓			
Transgender	✓			
Marital Status	✓			
Age	✓			

5. Action Planning

As a result of performing this analysis, what actions are proposed to remove or reduce any risks of adverse outcomes identified on employees, service users or other people who share characteristics protected by *The Equality Act 2010* ?

Identified Risk:	Recommended Actions:	Responsible Lead:	Completion Date:	Review Date:
There are no identified risks				

6. Equality Impact Analysis Findings

Analysis Rating:	<input type="checkbox"/> Red	<input type="checkbox"/> Red/Amber	<input type="checkbox"/> Amber	<input type="checkbox"/> Green
-------------------------	------------------------------	------------------------------------	--------------------------------	--------------------------------

		Actions	Wording for Policy / Project / Function
<p>Red</p> <p>Stop and remove the policy</p>	<p>Red: As a result of performing the analysis, it is evident that a risk of discrimination exists (direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i>. It is recommended that the use of the policy be suspended until further work or analysis is performed.</p>	<p>Remove the policy</p> <p>Complete the action plan above to identify the areas of discrimination and the work or actions which needs to be carried out to minimise the risk of discrimination.</p>	<p>No wording needed as policy is being removed</p>
<p>Red Amber</p> <p>Continue the policy</p>	<p>As a result of performing the analysis, it is evident that a risk of discrimination exists (direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i>. However, a genuine determining reason may exist that could legitimise or justify the use of this policy and further professional advice should be taken.</p>	<p>The policy can be published with the EIA</p> <p>List the justification of the discrimination and source the evidence (i.e. clinical need as advised by NICE).</p> <p>Consider if there are any potential actions which would reduce the risk of discrimination.</p> <p>Another EIA must be completed if the policy is changed, reviewed or if further discrimination is identified at a later date.</p>	<p>As a result of performing the analysis, it is evident that a risk of discrimination exists (direct, indirect, unintentional or otherwise) to one or more of the nine groups of people who share <i>Protected Characteristics</i>. However, a genuine determining reason exists which justifies the use of this policy and further professional advice.</p> <p><i>[Insert what the discrimination is and the justification of the discrimination plus any actions which could help what reduce the risk]</i></p>

Equality Impact Findings (continued):

		Actions	Wording for Policy / Project / Function
<p>Amber Adjust the Policy</p>	<p>As a result of performing the analysis, it is evident that a risk of discrimination (as described above) exists and this risk may be removed or reduced by implementing the actions detailed within the <i>Action Planning</i> section of this document.</p>	<p>The policy can be published with the EIA</p> <p>The policy can still be published but the Action Plan must be monitored to ensure that work is being carried out to remove or reduce the discrimination.</p> <p>Any changes identified and made to the service/policy/ strategy etc. should be included in the policy.</p> <p>Another EIA must be completed if the policy is changed, reviewed or if further discrimination is identified at a later date.</p>	<p>As a result of performing the analysis, it is evident that a risk of discrimination (as described above) exists and this risk may be removed or reduced by implementing the actions detailed within the <i>Action Planning</i> section of this document.</p> <p><i>[Insert what the discrimination is and what work will be carried out to reduce/eliminate the risk]</i></p>
<p>Green No major change</p>	<p>As a result of performing the analysis, the policy, project or function does not appear to have any adverse effects on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.</p>	<p>The policy can be published with the EIA</p> <p>Another EIA must be completed if the policy is changed, reviewed or if any discrimination is identified at a later date</p>	<p>As a result of performing the analysis, the policy, project or function does not appear to have any adverse effects on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.</p>

Brief Summary/Further comments	
---------------------------------------	--

Approved By		
Job Title:	Name:	Date: