

## 11. IMPACT ASSESSMENT

### Equality Impact Assessment Summary

#### Witnessing Documents for Patients - Jill Down

<b>Background</b>
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<ul style="list-style-type: none"> <li>• Description of the aims of the policy</li> <li>• Context in which the policy operates</li> </ul> <p>Who was involved in the Equality Impact Assessment</p>
<p>This policy aims to ensure timely and appropriate response to requests for witnessing of documents.</p>
<p><b>Methodology</b></p> <ul style="list-style-type: none"> <li>• A brief account of how the likely effects of the policy was assessed (to include race and ethnic origin, disability, gender, culture, religion or belief, sexual orientation, age)</li> <li>• The data sources and any other information used</li> <li>• The consultation that was carried out (who, why and how?)</li> </ul>
<p>This policy will effect any individual who wishes to have a document witnessed by a member of Trust staff while in hospital. It is equally applicable to all individuals who have been assessed as having capacity to understand the document to be signed.</p>
<p><b>Key Findings</b></p> <ul style="list-style-type: none"> <li>• Describe the results of the assessment</li> <li>• Identify if there is adverse or a potentially adverse impacts for any equalities groups</li> </ul>
<p>No adverse or potentially adverse impacts have been assessed for any equalities groups.</p>
<p><b>Conclusion</b></p> <p>This is an internal policy which describes the process to be followed in the event that a patient or their carer asks a member of Trust staff to witness the patient signing a document while in the care of the Trust.</p>
<p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>• State recommended changes to the proposed policy as a result of the impact assessment</li> <li>• Where it has not been possible to amend the policy, provide the detail of any actions that have been identified</li> <li>• Describe the plans for reviewing the assessment</li> </ul>
<p>No changes proposed following impact assessment.</p>