

Screening/Scoping Pro Forma

Section	Day Care Services	Officer responsible for the screening/scoping	Jimmy Robinson		
Name of Policy to be assessed	Equal Access – Day Centre	Date of Assessment	10.11.08	Is this a proposed new or existing policy/procedure/practice?	Practice
1. Briefly describe the aims, objectives and purpose of the policy/procedure/practice?	<p>The current practice of the Day Centre service is to promote equal access to the service using the eligibility criteria, referral process, and assessment of individual needs and equality of opportunity through recognising that everyone is different.</p> <p>Setting a threshold for access to assessment that does not discriminate at any stage of its process on the basis of age, gender, ethnic origin, sexual orientation, or disability.</p> <p>Providing quick and effective responses to referrals based on an evaluation of risks and priority.</p> <p>Publishing user friendly information so that prospective service users and their carers can understand what Community Care Services are about. These will include details of any charges there might be for services and how to gain access to them in a variety of suitable media including appropriate languages.</p> <p>Developing a trained & skilled workforce that reflects the diversity of the local population, the individual needs of the service users and information/resources to enable staff to fulfil their role as culturally competent practitioners.</p>				
2. Are there any associated or specific objectives of the policy/procedure/practice? Please explain.	To ensure that the service is accessible to all vulnerable adults across all wards of the borough, regardless of Age, Sexual Orientation, Race, Religion.				
3. Who is intended to benefit from this policy and in what way?	Adults and others over 55 years of age, people that would benefit from social interaction and participation in the Day Centre setting, This is intended to benefit all adults and others over 55 years of age living in the borough of Guildford				
4. What outcomes are wanted from this	To provide older people and others with support to maintain their social skills,				

<p>policy/procedures/practice?</p>	<p>their health & well-being and give them opportunities to participate in their local community. To maximise the independence of all individuals who wish to remain living in their own homes for as long as it's safe to do so. To build a service that has the ability to respond flexibly to individual care needs and preferences of its users, to prevent social isolation, maintain social interaction, activities.</p>		
<p>5. What factors/forces could contribute/detract from the outcomes?</p>	<p>The factors that may detract from the outcome is firstly lack of awareness that the service exists and how to access it, also the misconception interpretation of what the service has to offer and the client base that it would appeal to.</p>		
<p>6. Who are the main stakeholders in relation to the policy?</p>	<p>Service Users, Members / Councillors, Staff, GBC, Statutory Contracted Partners.</p>	<p>7. Who implements the policy, and who is responsible for the policy?</p>	<p>Central Government initiates the requirements and Guildford Borough Council and its Officers have the responsibility to implement it.</p>
<p>8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?</p>	<p>N</p>	<p>Please explain The service is accessible to all Individuals whose needs can be accommodated and do not pose an identified or unacceptable risk to the other users of the service.</p>	
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>People from various ethnic and gender groups use the existing service and their cultural needs are met within the activities that are offered such as theme day's which incorporate different cuisines and information. Examples would be the celebration of culturally diverse festivals, use of different languages to explain details of activities where appropriate (German, Spanish, French etc.)</p>		
<p>9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?</p>	<p>N</p>	<p>The Day Centre service is accessible to both Male & Female users. Gender has no differential impact.</p>	
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>The Day Centre service is delivered to both male and female users daily. Gender does not form part of the eligibility criteria.</p>		

<p>10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?</p>	<p>Y N</p>	<p>The Day Centre Service is provided to users irrespective of their individual disability, the assessment process is based entirely on the individuals need, when doing so applying the criteria suitability for low to moderate care needs.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>The Day Centre service is delivered to all users dependant on the level of a person's disability. This can be evidenced through the assessment process, the annual review of the service user also when changes in needs become evident and the adaptations and equipment that is available. These include hearing amplification systems, adapted facilities, level access, Parker bathing facility, eating utensils.</p>	
<p>11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?</p>	<p>N</p>	<p>Sexual orientation does not form part of the eligibility / assessment process for the Day Centre Service.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>The Sexual Orientation of an individual is neither considered nor questioned throughout the assessment process; The service is provided irrelevant of sexuality.</p>	
<p>12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?</p>	<p>N</p>	<p>The Day Centre service is available to all adults over 55, although primarily it is focused on older people as they represent the majority of the demographic need.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>The service is provided to adults between the ages of 50-90 years old at present.</p>	
<p>13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?</p>	<p>N</p>	<p>A person's religion does not have any effect on them attending the Day Centre Service.</p>

<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>The impact of religious beliefs can be accommodated in the activities program that is offered.</p>		
<p>14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependants/caring responsibilities?</p>		<p>N</p>	<p>Carers and or dependents benefit from a break in their caring responsibilities whilst someone is attending the Day Centre; this promotes choice individuality, and an outside source of support.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>The service users can attend the service from 9am – 4pm this is as they wish (including transport) during which time the carers are not required to provide support.</p>		
<p>15. Are there concerns that the policy <u>could</u> have a differential impact due to them have an offending past?</p>		<p>Y</p>	<p>If a person has an offending past that would have no impact on a Service User attending the Day Centre.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>This does not form part of the assessment process for Day Centre Services.</p>		
<p>16. Are there concerns that the policy <u>could</u> have a differential impact due to them being Transgender or transsexual?</p>		<p>N</p>	<p>Gender has no differential impact.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>The Day Centre Service is delivered to both male and female users daily.</p>		
<p>17. Could the differential impact identified in 8-16 amount to there being the potential for adverse impact in this policy/procedure/practice?</p>		<p>N</p>	<p>Please explain 10 More efforts are needed in making the literature available in different Languages, Bigger Text, Braille, Audio styles.</p>
<p>18. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?</p>		<p>N</p>	<p>Please explain for each heading (questions 8-16) on a separate piece of paper.</p>

<p>Business improvement</p> <p>19. Is there any concern that there are unmet needs in relation to any of the above groups?</p>		<p>N</p>	<p>Please explain</p> <p>The unmet need that I can determine is the poor way in which we are able to disseminate the information on the service, this needs to be addressed to make us more accessible to all the vulnerable adult groups whom require the service but are not clear on how to access the service, this possibly could be due to reduced communication methods, poor sight, reduced hearing.</p> <p>High potential for socially isolated individuals not known to Social Services, Health Authority, and the Third Sector.</p>
<p>20. Does differential impact or unmet need cut across the equality strands (e.g. elder BME groups)?</p>		<p>N</p>	<p>Please explain</p>
<p>21. If yes, should the full EIA be conducted jointly with another service area/contractor/partner/agency?</p>		<p>N</p>	<p>Please explain</p>
<p>22. Is there a missed opportunity to improve your business in relation to any of the policies, procedures or practices to promote racial, gender, disability, age, sexual orientation, religion or belief equality?</p>		<p>N</p>	<p>Awareness of the equality profile of the users of day centres would confirm (or not) that the aim to make services available to all is being achieved and that not any equality group(s) experience barriers (real or imagined) to accessing services.</p>

				Yes	No
			24. If No, are there any changes required to the policy to improve it around the equality agenda?		

Signed
(completing officer)

Date November 2008

Signed
(Head of Section)

Date

Countersigned

(HR representative)

Date December 2008