Western Health and Social Care Trust

EQUALITY AND HUMAN RIGHTS SCREENING TEMPLATE

THIS IS A PUBLIC DOCUMENT

Title of Policy: **Regulation and Professional Registration Policy**	
Lead Manager: Karen Hargan	**Title: Director of Human Resources & Organisation Development**
Directorate: Human Resources	**Department:**
Contact details: Trust Head Quarters, Multi-Disciplinary Education Centre Building **Address: Altnagelvin Hospital, Glenshane Road, Londonderry BT47 6SB** **Tel: (028) 71345171** **Email: karen.hargan@westerntrust.hscni.net**	

Short Description of Policy
This policy has been developed to clarify the responsibility of managers and practitioners in the regular surveillance and maintenance of their registration.

Final Recommendations: (please tick as appropriate)

1.	**GREEN: No equality issues/impact: no further action**	✓
2.	**AMBER: Minor equality issues/impact: actions identified**	
3.	**RED: Major equality issues/impact: full EQIA recommended**	

Please send draft completed form for quality assurance to
equality.admin@westerntrust.hscni.net
For further information on quality assurance see page 3, section 3.

Final Approval Date:
19 December 2023

Use the Guidance Notes to help you complete this document.

(1) INFORMATION ABOUT THE POLICY OR PROPOSAL

1.1 Title of policy or proposal

Regulation and Professional Registration Policy

1.2 Description of policy or proposal

The updated policy (last updated in 2017) aims to ensure that requirements laid down by regulatory bodies are adhered to and that all practitioners who require registration in the Trust's employment are currently on the appropriate live register. This policy aims to clarify roles and responsibilities for staff and managers regarding Professional Registration.

As employers, Trusts must have arrangements in place for ensuring the initial validation and retention of their employees' professional registration. All managers are responsible and accountable for ensuring that practitioners requiring registration employed in the Trust are currently on the live register of their appropriate regulatory body. All practitioners employed by the Trust who require registration to perform their role have individual responsibility to maintain live registration.

Whilst in the employment of the Trust, Registrants must maintain live registration, even during periods of absence, e.g., sickness, maternity leave, etc.

The main changes to the Policy are in situations where a Registrant's registration is found to have lapsed, they can now be afforded with the choice of either requesting annual / unpaid leave, until such time as they are re-registered, or continuing to remain at work, albeit following a pre-registrant job description. This updated policy contains the process around same, to include flow chart for managers to follow.

It remains the responsibility of Agencies to ensure the staff they supply are professionally registered with the relevant professional body for the duration of every shift.

The Policy is shared with Trade Union Side and each professional forum will cover the change. Professional leads can cascade the message and the Policy will be on the Trust Intranet and a Trust Communication will be sent.

1.3 Main stakeholders affected (internal and external)
For example, staff, actual or potential service users, other public sector organisations, voluntary and community groups, trade unions or professional organisations or private sector organisations or others. **Start to consider how you might involve them in the development of the policy/decision.** This will also help you to meet the Trust's obligations under Personal and Public Involvement (PPI).

The main stakeholders associated with the policy are employees, who are required to register with their relevant Professional Body in order to carry out their role within the Western Health & Social Care Trust, and Trade Union Side. It remains the responsibility of Agencies to ensure the staff they supply are professionally registered with the relevant professional body for the duration of every shift. At this point the Policy applies to the following staff groups:-

- Nurses & Midwives
- Social Workers
- Social Care Staff
- Health Professionals
- Medical Staff
- Dental Staff
- Pharmacists

1.4   Other policies or decisions with a bearing on this policy or proposal

Regulatory bodies such as General Medical Council (GMC); Nursing & Midwifery Council (NMC); Health and Care Professionals Council (HPC) and Northern Ireland Social Care Council (NISCC) set out the requirement for registration for their members. This Policy describes the Trust's local arrangements for ensuring compliance with these requirements. Links to other Trust policies include:

- Disciplinary Policy and Procedure
- Grievance Policy and Procedure
- Capability Procedure

(2)   CONSIDERATION OF EQUALITY AND GOOD RELATIONS ISSUES AND EVIDENCE USED

2.1   Data Gathering

2.1.1 What information did you use to inform this equality screening? For example, previous consultations, statistics, research, Equality Impact Assessments (EQIAs), complaints, etc.

Information relating to the number of staff as at 23 August 2023 has been obtained from the Workforce Planning Department.

This policy was brought to Consultation Group and shared with Trade Unions on 9 May 2023.

2.1.2   How did you involve people?
The Trust requires evidence of engagement with stakeholders to fulfil its statutory obligations under its Equality scheme, Consultation Scheme and   Personal and Public Involvement strategy. Provide details of how you involved stakeholders e.g. views of colleagues, service users, carers, Trade Unions, Section 75 groups or other stakeholders.
Consultation and Engagement Statement: In your policy/proposal include a paragraph titled Consultation and Engagement and summarise this section. If there was no engagement, please explain why.

This is an updated Professional Registration Policy for the WH&SCT. Senior HR managers, together with Senior Nursing managers with particular responsibility for Professional Development and Performance were invited to comment and provide their views on aspects of this policy, as also was the Trust's Nursing & Midwifery Governance Committee (TNMG).

This policy was brought to Consultation Group and shared with Trade Unions on 9 May 2023.

2.2 Equality Profile

Who is affected by the policy or proposal? What is the makeup **(%)** of the affected group? Please provide a statistical profile. Could you improve how you gather Section 75 information? Are there any issues or problems? For example, a lower uptake that needs to be addressed or greater involvement of a particular group? If the policy affects both staff and service users, please provide information on both. If not, merge the 2 columns.

Section 75 Group	*Categories*	*Total No of WHSCT Staff as @ 23 August 2023: 14,251*
Gender	Female	11351
	Male	2900
Religion	Protestant	3048
	Roman Catholic	7736
	Not Determined	3467
Political Opinion	Broadly Unionist	824
	Broadly Nationalist	1747
	Other	1362
	Do Not Wish to Answer/Not known	10318
Age	16-24	852
	25-34	3040
	35-44	3639
	45-54	3456
	55-64	2694
	65 +	570
Marital Status	Married	7682
	Single	5184
	Other	1385
Dependant Status	Yes	2794
	No	3344
	Not known	8113
Disability	Yes	326
	No	7667
	Not Known	6258
Ethnicity	Bangladeshi	3
	Black African	14
	Black Caribbean	2
	Black Other	1
	Chinese	6
	Filipino	37
	Indian	116
	Irish Traveller	3
	Mixed Ethnic Group	15
	Not assigned	4343
	Other	64
	Pakistani	21
	White	9626
Sexual Orientation attracted to:	Opposite sex	7040
	Same sex	136
	Same and Opposite sex	38
	Do not wish to answer/not known	7037

2.3   Assessing Needs/Issues/Adverse Impacts, etc.

What are consequences of the policy/proposal on Users/Carers and staff?   What are the different needs, issues and concerns of each of the equality groups?   Are there any adverse impacts?   If the policy affects both staff and service users, please specify issues for both.   If not, merge the 2 columns.   Please state the source of your information, e.g. colleagues, consultations, research, user feedback, etc.

	Needs and Experiences
Equality Group	**Staff**
Gender	No Identified Issues
Age	No Identified Issues
Religion	No Identified Issues
Political Opinion	No Identified Issues
Marital Status	No Identified Issues
Dependent Status	No Identified Issues
Disability	The Policy will be available in alternative formats for employees who have a disability including e.g. large font, Braille, audio etc. Interpreters will be available as per Trust policy.
Ethnicity	The Policy will be available in alternative languages as per Trust policy
Sexual Orientation	No Identified Issues
Other Issues:	Whist in the employment of the Trust, Registrants must maintain live registration, even during periods of absence, e.g., sickness, maternity leave, etc.

2.4 Multiple Identities:
When considering this policy/proposal, are there any additional issues relating to people with multiple identities?   For example: older women, disabled minority ethnic people, young Protestant men, disabled people who are gay, lesbian or bisexual.

N/A

2.5 Making Changes: Promoting Equality of Opportunity/Minimising Adverse Impacts

Based on the equality issues you identified in 2.2, 2.3 and 2.4, what do you currently do that meets those needs? What additional changes do you intend to make that will improve how you promote equality of opportunity or minimise adverse impacts?

Equality Group	Actions that promote equality of opportunity or minimise (mitigate) adverse impacts
Disability	The Policy will be available in alternative formats for employees who have a disability including e.g. large font, Braille, audio etc. Interpreters will be available as per Trust policy.
Ethnicity	The Policy will be available in alternative languages as per Trust policy
Rurality & Other issues	Whist in the employment of the Trust, Registrants must maintain live registration, even during periods of absence, e.g., sickness, maternity leave, etc.

2.6 Good Relations

Does the policy/proposal have any impact/consequences for Good Relations? What changes to the policy or proposal or what additional measures could you suggest to ensure that it promotes good relations (if any)? (Refer to Guidance Notes for guidance on impact).

Group	Impact/Consequences	Suggestions
Religion	N/A	
Political Opinion	N/A	
Ethnicity	N/A	

(3)   CONSIDERATION OF DISABILITY DUTIES

How does the policy/proposal encourage disabled people to participate in public life and promote positive attitudes towards disabled people?
N/A

(4) CONSIDERATION OF HUMAN RIGHTS

4.1 Does the policy or proposal adversely affect anyone's Human Rights? Complete for each of the Articles.

Article	Positive Impact	Negative Impact - human right interfered with or restricted	Neutral Impact
Article 2 – Right to life			√
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment			√
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour			√
Article 5 – Right to liberty & security of person			√
Article 6 – Right to a fair & public trial within a reasonable time			√
Article 7 – Right to freedom from retrospective criminal law & no punishment without law			√
Article 8 – Right to respect for private & family life, home and correspondence.			√
Article 9 – Right to freedom of thought, conscience & religion			√
Article 10 – Right to freedom of expression			√
Article 11 – Right to freedom of assembly & association			√
Article 12 – Right to marry & found a family			√
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights			√
1st protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property			√
1st protocol Article 2 – Right of access to education			√

If you have answered either 'Positive Impact' or 'Neutral Impact' to all of the above, please move on to Section 5. 4.2   If you have identified any potential negative impacts to any of the articles, please complete the following table.

Article Number	What is the negative impact and who does it impact upon?	What do you intend to do to address this?	Does this raise any further legal issues?* Yes/No

It is important to speak to your line manager on this and if necessary seek legal opinion to clarify this.

4.3   Outline any further actions which could be taken to promote or raise awareness of human rights or, to ensure compliance with the legislation in relation to the policy or proposal.

(5) SHOULD THE POLICY OR PROPOSAL BE SUBJECT TO A FULL EQUALITY IMPACT ASSESSMENT?

A full Equality Impact Assessment (EQIA) is usually confined to those policies or decisions considered to have major implications for equality of opportunity. Base your decision on information from sections 2.2, 2.3, 2.4 and 2.5.

How would you categorise the impacts of this proposal or policy? (refer to Guidance Notes for guidance on impact)	**Do you consider that this policy or decision needs to be subjected to a full Equality Impact Assessment?**

Please tick:

GREEN: No impact	√
AMBER: Minor impact	
RED: Major impact	

Please tick:

Yes	
No	√

Please give reasons for your decision. (See Guidance Notes, page 28, for sample paragraph).

Regulatory bodies such as the General Medical Council (GMC); the Nursing & Midwifery Council (NMC); the Health & Care Professions Council (HPC) and the Northern Ireland Social Care Council (NISCC) set out the requirement for registration for their members and this Policy describes the Trust's local arrangements for ensuring compliance with these requirements. The policy aims to ensure that all practitioners who require registration in the Trust's employment are currently on the appropriate live register. This policy aims to clarify roles and responsibilities regarding Professional Registration.

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The Policy is shared with TU Side and each professional forum will cover the change, providing information to their staff on the policy. Professional leads can cascade the message and the Policy will be on the Trust Intranet and a Trust Communication will be sent. Information will be made available in alternative formats for staff with additional communication support needs e.g. large print, Braille etc. The policy will also be available to all staff on the Trust Intranet. A full EQIA is not recommended.

➢ **NOTE: Equality and Human Rights Statement:** The policy/proposal that this screening relates to MUST include the above paragraph. In addition, this paragraph should be used in the briefing note to Trust Board and will also be included in the Trust's Equality Screening Report.

(6)   EQUALITY AND HUMAN RIGHTS MONITORING

What data will you collect in the future in order to monitor the effect of the policy or proposal, on any of the equality groups, for equality of opportunity and good relations, disability duties and human rights?
Each professional group will monitor registration of staff as a continuous process. Any breach of the Policy should be reported through to the Human Resources – Employee Relations Department along with the relevant Professional Lead, i.e. Lead Nurse or Lead Social Worker.

Approved Lead Officer: **Karen Hargan**

Position: **Director of HR & Organisation**
                                    Development

Policy/Proposal Screened By: **Karen Hargan**

Date: **19 December 2023**

Quality Assurance: Please send the final draft for quality assurance to the Equality and Human Rights Unit, Tyrone and Fermanagh Hospital, Omagh, BT79 0NS or email: equality.admin@westerntrust.hscni.net. **Quality Assurance can take up to three weeks.**

Directorate SMT Approval: The completed Equality Screening Form **MUST** be presented along with the policy/proposal to your Directorate SMT for approval.

Quarterly Equality Screening Reports: When final Trust approval is received, ensure that you send the completed screening form and associated policy/proposal, etc. to the Equality and Human Rights Unit, for inclusion in the WHSCT's quarterly equality screening reports. As a public document, the screening form will be available for downloading on both the Trust's website and intranet site.