

Names of attendees:

**EQUALITY IMPACT
ASSESSMENT WORKSHOP**

Monday 17th September 2007

9.00am to 1.00pm

Facilitated by:

**Pamela Chandler
Head of Equality and Diversity**

**Riaz Janjua
Equal Access Facilitator**

**Rosemary Thorpe
Head of PALS & Patient Experience**

VENUE:-

Education Centre,
Good Hope Hospital

Learning outcomes:

- Understand what is an impact assessment and a relevance assessment
- Understand when to do them
- Understand why they are done
- Understand the common pitfalls in doing them
- Appreciate surrounding requirements of the Race Relations (Amendment) Act, Disability Discrimination Act and Other legislative requirements

Pre read:

Participants should read the Equality Impact Assessment pre-training information.

Participants are asked to take with them to the session either a new policy or a service plan that is being developed/reviewed.

PROGRAMME

- 9.00am Registration and Housekeeping**
- 9.10am Agree Ground Rules**
- 9.15am Activity 1 - Sweet Exercise**
- 9.45am The Rational for EIA**
- 10.15am Activity 2 - Identity Badge Exercise**
- 10.45am BREAK**
- 11.00am The 9 Stages of EIA**
- 11.30am Activity 3 – Aims of Policy**
- 12.00pm Full Impact Assessment Process**
- 12.30pm Impact Assessment Report**
- 12.50pm Evaluation and Feedback**
- 1.00pm Finish**

