

Equality Impact Assessment (EqIA) Screening Template

When to complete an EqIA Screening

An EqIA Screening Template must be completed when reviewing, changing and developing procedures/ proposals/ projects/ policies. This is a first step and is used to consider whether there are any negative impacts that may arise.

Purpose of an EqIA Screening Template

The purpose of this short exercise is to ensure that you have shown appropriate due regard when considering the impact for people with protected characteristics in your decision making. The screening process is designed to help you consider the circumstances and to inform evidence-based decisions.

If the proposal is of a significant nature and it is apparent from the outset that a full EqIA will be required, then it is not necessary to complete this Screening Template, you can proceed to complete the full [EqIA](#).

If no negative impacts are identified following completion of the EqIA screening then it is not necessary to undertake a full EqIA however, the decision and justification must be clearly recorded in this document.

On completion of the Screening Template:

- Ensure that all the white boxes within the screening are completed.
- Ensure that the Procedure/ Project/ Proposal/ Policy owner has signed and dated the Screening Template.
- Send a copy of the completed template along with the related policy or project proposal to Inclusion.hdd@wales.nhs.uk for the Diversity & Inclusion Team to review.
- Each Screening Template will be reviewed by the Diversity & Inclusion Team and feedback will be provided to the Procedure/ Project/ Proposal/ Policy owner. This may include recommendations for further action to inform robust decision-making.

Support

For further support please visit the [EqIA Sharepoint](#) or contact:

Email: Inclusion.hdd@wales.nhs.uk

Tel: 01554 899055

Director and Directorate	
Service Area	Whole Health Board

Title of Procedure, Project, Proposal, Policy being screened:	312 – Chaperone Policy
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Description of the Procedure/ Project/ Proposal/ Policy being screened (including key aims and objectives)

The purpose of this policy is to provide guidance and advice on using chaperones during examinations and procedures

The objectives of the policy are;

- To promote that patients' safety, privacy and dignity is protected during intimate examinations.
- To minimise the risk of the healthcare professionals' actions being misinterpreted.
- To promote the safety of health care professionals whilst carrying out intimate clinical examinations.

Evidence considered (including staff and population data, relevant research, expert and community knowledge etc.)

An earlier review (2019) was undertaken and the policy updated with reference to the following:

- All Wales Child Protection Procedures (2008) / Wales Interim Policy and Procedures for the Protection of Vulnerable Adult Policy and Procedures for the Protection of Vulnerable Adults from Abuse (2013)
- Children Act 1989 & Children Act (2004) and Part 7 of the Social Services and Wellbeing (Wales) Act 2014 – duty to report.
- DoH (2005) Mental Capacity Act. London: Dept of Health.
- DoH, (2004) Independent Enquiry into how the NHS handled allegations about the conduct of Clifford Ayling.
- Gillick competence and Fraser Guidelines NSPCC December 2018 GMC (2013), Intimate Examinations and Chaperones www.gmc-uk.org
- NHS Wales Good Working Practice principles for the use of Chaperones during Intimate Examinations or Procedures within Wales – (2019)
- NMC (2008, updated May 2012). Chaperoning <http://www.nmcuk.org/Nurses-and-midwives/Advice-bytopic/A/Advice/Chaperoning/>
- RCN (2007), Chaperoning – The role of the nurse and the rights of patients: guidance For nurses. London: Royal College of Nursing.

The below have all been used to assist with the review of this policy;

- Policy for Consent for Examination or Treatment,
- Guidance on MCA,
- POVA
- Child protection Policy
- Equality and Diversity
- Staff concern (Whistle Blowing) Policy
- 008 - Consent for Examination or Treatment Policy
- 811 – Mental Capacity Act Practice Guidelines
- 133 - Equality and Diversity Policy
- 182 - Staff Concerns (Whistle Blowing) Policy
- 295 – Policy and procedures for the Protection of Vulnerable Adults from Abuse All Wales Child Protection Procedures
- 170 - Lone Worker Policy NHS Wales Good Working Practice Principles for the use of Chaperone During Intimate Examinations for Procedures within NHS Wales (2019)

The policy focuses on the role and responsibilities of the health care professional undertaking the examination and the consideration of patient’s needs and wishes for a chaperone present.

The provision of an appropriate chaperone during examinations and procedures helps to protect the patients’ safety, privacy and dignity during intimate examinations and to minimise the risk of the healthcare professional’s actions being misinterpreted. It also helps to protect the safety of health care professionals whilst carrying out intimate clinical examinations. This applies across all protected characteristics and will be particularly pertinent for those service users and staff whose protected characteristics may make them particularly sensitive or vulnerable in situations where examinations or procedures are being carried out.

No complaints have been received in relation to equality, diversity or human rights in relation to this policy since it was originally developed or following any earlier reviews.

Assess which protected characteristics will potentially be affected by the proposal in the table below (please ✓ the relevant box to confirm positive, negative or no impact).

If at any point a negative impact has been identified (actual or potential), you do not need to proceed with the completion of this form, as a full EqIA must be undertaken: [Equality Impact Assessments \(EqIAs\) \(sharepoint.com\)](https://sharepoint.com)

Age					
Is it likely to affect older and younger people in different ways or affect one age group and not another?					
Positive Impact	<input type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact	<input checked="" type="checkbox"/>
Justification of impact identified: No Impact is foreseen. Within the policy the service user has the right to accept or decline the offer of a chaperone or to request a chaperone if preferred where one may not have been offered. The service user also has the right to decline a particular chaperone if they do not consider them to be suitable.					

Disability				
Is it likely to affect those with a physical disability, learning disability, sensory loss or impairment, mental health conditions, long-term medical conditions such as diabetes?				
Positive Impact	<input checked="" type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact
Justification of impact identified: The Policy refers to guidance on mental capacity and the Health Board Consent policy.				
Gender Reassignment				
Is it likely to affect those who either:				
<ul style="list-style-type: none"> • Have undergone, intend to undergo or are currently undergoing gender reassignment. • Do not intend to undergo medical treatment but wish to live in a different gender from their gender at birth 				
Positive Impact	<input type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact
Justification of impact identified: No Impact is foreseen. Within the policy the service user has the right to accept or decline the offer of a chaperone or to request a chaperone if preferred where one may not have been offered. The service user also has the right to decline a particular chaperone if they do not consider them to be suitable.				
Marriage / Civil Partnership				
Under the Equality Act, the characteristic of Marriage and Civil Partnerships is only protected in the workplace/ employment.				
Is it likely to affect those who are married or in a Civil Partnership? This means someone who is legally married or in a civil partnership.				
Positive Impact	<input type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact
Justification of impact identified: No Impact is foreseen. Within the policy the service user has the right to accept or decline the offer of a chaperone or to request a chaperone if preferred where one may not have been offered. The service user also has the right to decline a particular chaperone if they do not consider them to be suitable.				
Pregnancy and Maternity				
Is it likely to affect those who are pregnant or have recently had a baby? Maternity covers the period of 26 weeks after having a baby, whether or not they are on Maternity Leave.				
Positive Impact	<input type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact
Justification of impact identified: No Impact is foreseen. Within the policy the service user has the right to accept or decline the offer of a chaperone or to request a chaperone if preferred where one may not have been offered. The service user also has the right to decline a particular chaperone if they do not consider them to be suitable.				
Race / Ethnicity				
Is it likely to affect people of a different race, nationality, colour, culture or ethnic origin including non-English / Welsh speakers, Gypsies/Travellers, asylum seekers and migrant workers?				
Positive Impact	<input checked="" type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact
Justification of impact identified: Specific consideration is made within the policy in relation to individual needs in relation to religious and cultural beliefs.				
Religion or Belief				
Is it likely to affect people who have a religion or belief? The term 'religion' includes a religious or philosophical belief.				
Positive Impact	<input checked="" type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact

Justification of impact identified:
 Specific consideration is made within the policy in relation to individual needs in relation to religious and cultural beliefs.

Sex
 Is it likely to affect people who are mostly male or female. Where it applies to both equally does it affect one differently to the other?

Positive Impact	<input type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact	<input checked="" type="checkbox"/>
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Justification of impact identified:
 No Impact is foreseen. Within the policy the service user has the right to accept or decline the offer of a chaperone or to request a chaperone if preferred where one may not have been offered. The service user also has the right to decline a particular chaperone if they do not consider them to be suitable.

Sexual Orientation
 Whether a person's sexual attraction is towards their own sex, the opposite sex or either.

Positive Impact	<input type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact	<input checked="" type="checkbox"/>
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Justification of impact identified:
 No Impact is foreseen. Within the policy the service user has the right to accept or decline the offer of a chaperone or to request a chaperone if preferred where one may not have been offered. The service user also has the right to decline a particular chaperone if they do not consider them to be suitable.

Armed Forces Community
 Consider whether this impacts on members of the Armed Forces and their families, whose health needs may be impacted long after they have left the Armed Forces and returned to civilian life. Also consider their unique experiences when accessing and using day-to-day public and private services compared to the general population. It could be through 'unfamiliarity with civilian life, or frequent moves around the country and the subsequent difficulties in maintaining support networks, for example, members of the Armed Forces can find accessing such goods and services challenging.'

For a comprehensive guide to the Armed Forces Covenant Duty and supporting resource please see:
[Armed-Forces-Covenant-duty-statutory-guidance](#)

Positive Impact	<input type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact	<input checked="" type="checkbox"/>
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Justification of impact identified:
 No Impact is foreseen. Within the policy the service user has the right to accept or decline the offer of a chaperone or to request a chaperone if preferred where one may not have been offered. The service user also has the right to decline a particular chaperone if they do not consider them to be suitable.

Socio Economic Duty
 Consider those on low income, economically inactive, unemployed or unable to work due to ill-health. Also consider people living in areas known to exhibit poor economic and/or health indicators and individuals who are unable to access services and facilities. Food / fuel poverty and personal or household debt should also be considered.

For a comprehensive guide to the Socio-Economic Duty in Wales and supporting resources please see:
[more-equal-wales-socio-economic-duty](#)

Positive Impact	<input type="checkbox"/>	Negative Impact	<input type="checkbox"/>	No Impact	<input checked="" type="checkbox"/>
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Justification of impact identified:
 No Impact is foreseen. Within the policy the service user has the right to accept or decline the offer of a chaperone or to request a chaperone if preferred where one may not have been offered. The service user also has the right to decline a particular chaperone if they do not consider them to be suitable.

Welsh Language

Is it likely to impact on opportunities for people to use the Welsh language? The Welsh language should be treated no less favourably than the English language.			
Positive Impact	<input type="checkbox"/>	Negative Impact	<input type="checkbox"/>
No Impact	<input checked="" type="checkbox"/>		
Justification of impact identified: No Impact is foreseen. Within the policy the service user has the right to accept or decline the offer of a chaperone or to request a chaperone if preferred where one may not have been offered. The service user also has the right to decline a particular chaperone if they do not consider them to be suitable.			

If a negative impact has been identified, you are not required to complete this form as a full EqlA must be undertaken. A full EqlA template and guidance can be found on the following link: [Equality Impact Assessments \(EqlAs\) \(sharepoint.com\)](#)

Screening Completed by:	Name	Damian Davies
	Title	Senior Nurse Manager Outpatients
	Contact details	Damian.P.Davies@wales.nhs.uk
	Date	14/2/25
Screening Authorised by: (Directorate level owner of the procedures/ proposals/ projects/ policy)	Name	Helen Humphreys
	Title	Head of Nursing Professional Standards and Regulations
	Contact details	Helen.Humphreys@wales.nhs.uk
	Date	12/03.2026
Guidance has been provided by Diversity & Inclusion Team:	Name	Alan Winter
	Title	Senior Diversity & Inclusion Officer
	Contact details	Alan.winter@wales.nhs.uk
	Date	7/4/2026
Diversity and Inclusion Team additional Comments:		

Please note: The D&I team will save a copy of the completed form for reference. If any changes are made after the date of review, it is the directorate's responsibility to update the EqlA and inform the D&I team.