

## APPENDIX B

### Actions already taken to support the Trust in meeting the General Duty

- Two Trust Directors nominated to lead equality work
- Diversity Action Group established.
- Subgroups in place but need to be reviewed as currently not being used effectively.
- Race Equality built into new Trust Performance Framework.
- New equality and diversity training and development post and Human Resources equality and diversity post established (in addition to Head of Patient and Public Support Services who leads on equality and diversity in service provision)
- The inclusion of Equality and Diversity as an element in the Trust Quality agenda.
- A new approach to policy management is in development. This will expressly include reference to the need for equality impact assessment and consultation.
- The development and issuing of good practice guidance to all wards and departments on delivering services to ethnic minority patients.
- The development of an impact assessment tool/guidance and its piloting in two areas of the Trust.
- Work to improve collection of ethnic group data. Problems with new electronic patient record system now resolved and should make recording easier. (Need to see substantial improvement in this over life of this RES)
- Secured the future of the Trust interpreting service (Leeds Language Link) through recurrent funding from commissioners and the appointment of permanent staff and a full time manager. Audit of service carried out and improvements made.
- Telephone interpreting available as well as face to face.
- Working with partners to develop a citywide NHS interpreting strategy and issuing guidance and protocols to staff.
- Developing and delivering induction training to interpreters and specific training addressing some of the potentially “challenging” areas of health services including for example, Sexual Health, death and dying, child abuse, maternity services, pregnancy termination, working with asylum seekers.
- Providing protocols, briefings and other information to staff about interpreting and working with interpreters.
- Policy and guidance on the production of patient information includes the need to provide culturally appropriate information in the relevant formats.
- The production of written information to patients in different languages including PALS and Complaints. (This is still not consistent across all parts of the Trust and will need more work during the life of this RES)
- Building race equality into the work on patient nutrition including reviewing the multicultural menu and making changes to make it more acceptable to different groups.
- Haamla service in Maternity.
- Reinstating the multi-faith quiet room at Chapel Alerton hospital
- Increasing access to the multi-faith Chaplaincy service through the appointment of an Alima for female Muslim patients. (Mufti - male Muslim chaplain, Jewish chaplain, Budist chaplain, Anglican and Roman Cathholic chaplains also available plus other faith groups via the chaplaincy service.)

- The provision of a prayer room for Muslim staff.
- Building the requirement to be inclusive in patient and public involvement work into our Patient and Public Involvement Strategy
- Contributing to the development of a guide for involving/consulting BME communities and distributing the completed guide to key Trust staff. Also making it available on the intranet.
- Re established BME advisory group. However it has proved difficult to organise meetings due to members other commitments but other ways to engage with BME groups are being pursued.
- Supplies/contracting have been briefed about their role in securing race equality in procurement and senior staff attended a national workshop.
- Active participation in West Yorkshire Diversity and Equality Network
- Staff equality reference group in place
- Diversity website under construction (some information re race equality available on Equal Access website until new website finished)
- Demographic monitoring established at application, selection and leaving stages of employment.
- Work with advertising agency to review best places to advertise to attract BME applicants
- Within training, demographic monitoring carried out for all staff enrolling on NVQ-based courses and/or attracting ILA funding
- Continued success of employability scheme, providing better employment opportunities for local diverse population
- All HR professionals undertaking cultural diversity training as mandatory
- Participation in the WDC's BME mentoring scheme
- Leeds Initiative for Overseas Nurses (LION) remains well supported
- Programme developed to provide training to asylum seekers and refugees to prepare them to undertake training for healthcare assistants or nursing.
- Additional cohort of harassment and mediation officers trained
- Development programme for people with potential from BME groups
- Provision of cultural diversity training (Uptake not good. Training needs to be reassessed. Training strategy to be developed with new training and development officer in post)
- Increased the number of ethnic minority volunteers.