

The Whittington Hospital
Gender Equality Scheme
April 2007 – March 2010

...the hospital of choice for local people 

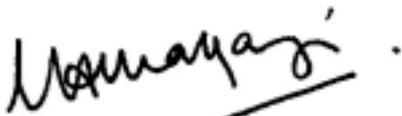
Foreword

Welcome to the Whittington Hospital's Gender Equality Scheme. This scheme is part of our commitment to equality and now joins our Race and Disability Equality Schemes

The hospital is committed to delivering equality of opportunity to all our patients and staff and our Gender Equality Scheme and action plans will help us to achieve this.

The scheme has been discussed at our equality and diversity steering group and our trust board.

The success of the scheme will only be achieved through the continued involvement of patients and staff and this will be an ongoing process.



Narendra Makanji
Chairman



David Sloman
Chief Executive



Introduction

The Equality Act 2006 amends the Sex Discrimination Act to place a statutory duty on all public authorities, including NHS Trusts, when carrying out their functions to have due regard to the need to:

- Eliminate unlawful discrimination and harassment
- Promote equality of opportunity between man and women

In order to meet this general duty, we must:

- Prepare and publish a gender equality scheme
- Consider the need to include objectives to address the causes of any gender pay gap
- Gather and use information
- Consult stakeholders
- Assess the impact of our current and proposed policies and practices on gender equality
- Implement actions set out in the scheme
- Report against the scheme every year and review the scheme at least every 3 years

The Whittington Hospital serves its local community of North Islington and Hornsey, which comprises approximately 200,000 people of differing socio-economic status from a diverse range of ethnic groups.

This Gender Equality Scheme aims to improve the health and well-being of all by reducing health inequalities and ensuring equality of access and fair treatment in employment.

Some Facts about Women and Men in Great Britain

These figures relate to 2005

Education and Training

- 59% of girls and 48% of boys gain 5 or more GCSEs grades A*-C or equivalent qualifications
- 43% of girls and 34% of boys gain two or more A levels or equivalent qualifications

Employment

- 46% of people in the labour market are women
- In the 16-64 age group, two-thirds of women and over three-quarters of men are in employment
- Nearly half of women (44%) and about one in ten men who work are part-time

Parents and Carers

- Of mothers of under fives, 52% were in employment, and two-thirds of those working as employees were part-time
- A mother with a child under the age of 11 is 40% less likely to be employed than a man
- Since there are almost 4.7 million under eights in England and just over a million places with childminders in full day care or in out of school clubs, there are four children for each place in these types of provision

Pay and Income

- Average hourly earnings for women working full-time are 18% lower than for men working full-time, and for women working part-time hourly earnings are 40% lower.

Political Life

- Only 18% of MPs are women
- 24% of UK MEPs are women

Focus on Health

Life expectancy at birth for both males and females has improved over the past century. The average life expectancy at birth of females born in 2004 in the UK was 81.1 years compared with 76.7 years for males. There is, however, a smaller gap in terms of the number of years they can expect to live in good or fairly good health. The average healthy life expectancy at birth for females in 2002 was 69.9 years compared to 67.1 years for males.

Chronic diseases like coronary heart disease, stroke, diabetes, back problems and arthritis are some of the most common illnesses to impair quality of life. Arthritis and rheumatism are the most common types of chronic diseases in the UK and in both sexes prevalence increases with age. Women are more likely to suffer from arthritis and rheumatism than men.

Over the last decade the proportion of men and women aged 16 and over in England who are obese has been rising. In 2004 almost a quarter of both men and women were classified as such. Over the same period the proportions classified as overweight have remained fairly stable. Men are more likely than women to be overweight. In 2004, over two fifths of men were overweight compared with just over a third of women.

Men are almost twice as likely as women to exceed the recommended daily limits for the consumption of alcohol.

Young men are more likely than young women to take illicit drugs.

The proportion of men and women who smoke has fallen in the last three decades. By 2004/05 26 per cent of men and 23 per cent of women were regular cigarette smokers

The Whittington Hospital's strategic objectives

It is clear from the hospital's strategic objectives listed below, that gender equality must be integral to the delivery of its services.

1. Exhibiting high standards of customer care
2. Delivering high standards of clinical care
3. Undertaking education and research
4. Employing competent, motivated staff
5. Being operationally excellent
6. Being an integral part of the local health community's health resource
7. Reducing hospitalisation
8. Providing a suitable environment for care
9. Being financially robust
10. Collaborating with other agencies

Each of these functions has been and will be reviewed by considering the following objectives:

- We will promote gender equality
- We will tackle gender discrimination
- We will support everyone to achieve their full potential
- We will work in partnership with patients and staff

Monitoring of the Hospital's Gender Equality Scheme

The Trust Board will annually monitor and evaluate the effectiveness of its Gender Equality Scheme. The Hospital Equality and Diversity Group will undertake quarterly monitoring on behalf of the Trust Board which will be presented with an annual report.

Membership of the Equality and Diversity Group includes:

Chairman (Chair of the Group)
Two Non-executive Directors
Director of Human Resources and Corporate Affairs
Director of Nursing and Clinical Development
Patient & Public Involvement Manager
Representatives from the Directorate of Operations
Representatives from the Facilities Directorate
Representative from Information Management and Technology
Representative from Human Resources
Representative from Finance
Trade Union Representatives
Patient/user representatives

Training and development

The Trust will continue to enhance staff's knowledge and understanding of the importance of gender equality issues by:

- Continuing to provide training in induction programmes to new staff
- Continuing to provide equality and diversity training to staff and managers which includes information on relevant legislation and individual duties under this legislation
- Providing specific training for supervisory and management staff to enhance their ability to optimise the benefits of employing a richly diverse workforce

Equal Pay

As part of the Gender Equality duty, public authorities need to develop and publish a policy on developing equal pay arrangements between men and women. For the Whittington, this duty is met by the implementation of Agenda for Change. The Agenda for Change Job Evaluation Scheme was developed nationally by the NHS and equal pay experts were involved in all aspects of the project. Well-established local equal opportunities monitoring of the workforce will continue.

A key measure of the success of Agenda for Change is the realisation of benefits in terms of improving services for patients through new ways of working. It also facilitates changes to roles by providing a much more flexible pay and grading system.

How will the Trust promote this Gender Equality Scheme?

The Trust will raise awareness of this Gender Equality Scheme by providing:

- Information, in a variety of accessible formats, for patients and users of the hospital's services
- Information for each member of staff
- Inclusion in staff induction programmes and staff induction handbook
- Information, in accessible formats, to prospective job applicants

Information will be available in the following ways:

- Patient/user and staff leaflets
- Hospital website
- Hospital intranet
- Staff newsletter: [Link](#)
- Hospital's annual report

The Trust's Gender Equality Scheme will also be published through its public Trust Board documents.

Action Plans

In order to initiate the Trust's Gender Employment Scheme the Trust has reviewed the plans it currently has in place to promote gender equality and to prevent discrimination.

These action plans are divided into the three relevant functions identified above and are detailed in annex 1.

Involving People

In drawing up the service aspects of our action plans, use was made of the patient survey and information from complaints. Comments from patients were used to highlight issues to address. It is recognised that consultation is an important part of the scheme. Consultation mechanisms will be used to gather opinion, get feedback from stakeholders and service users and amend actions and objectives as appropriate

In drawing up the employment action plan, use was made of the national staff attitude survey, focus groups that had been run with staff over the past few years and also responses to comments received directly about the drawing up of this scheme. Staff will be consulted on a regular basis on issues relating to the scheme and on policies and procedures which could have a gender bias.

On-going consultation makes this scheme a living document and thus subject to amendment.

Arrangements for assessing and consulting on the likely impact of proposed policies on the promotion of gender equality

The Whittington Hospital has a duty to assess new policies and practices for their likely impact upon the promotion of gender equality. It is the responsibility of each directorate to ensure such an assessment takes place and to make any necessary adjustments in the light of this assessment.

See annex 4 for a step by step guide on how to carry out an equality impact assessment

Consultation following assessment will be carried out with appropriate groups and will make use of the consultation and involvement networks used in the initial development of the scheme.

The outcome of consultation will be fed back to those whose views have been sought.

On implementation of new policies/practices, steps will be put in place to monitor for any adverse impact upon gender equality. Any adverse impact identified through this monitoring will be addressed.

The Trust will also publish, in a way accessible to all, the results of any monitoring and assessments in several different ways. These will include:

- Hospital website
- Hospital intranet
- Trust's Annual Report
- Hospital Patient Prospectus

Provide access to information and services

Information about our services are available from the patient relations co-ordinator at the hospital, on 020 7288 5969. Information will be provided in a manner accessible to the caller.

The Annual Review will be available from the Executive Offices, The Whittington Hospital, Magdala Avenue, London N19 5NF. Telephone: 020 7288 3939

We welcome feedback or views on the Gender Equality Scheme at the address above.

Complaints

If anyone believes they have been affected by a failure of the Trust to comply with its Gender Equality Scheme, they should in the first instance bring their complaint to the attention of the Patient Relations Co-ordinator or, if a member of staff or job applicant, to the attention of the Director of Human Resources and Corporate Affairs.

The Trust will monitor and seek to resolve all complaints received.

Review of this Gender Equality Scheme

The implementation and development of this scheme will be reviewed on an annual basis

Gender Equality Patient Care Services

Action Plan for 3 years

Year 1: April 2007- March 2008

Objective	Timescales	Lead Officers
Ascertain the current provision for single sex wards in our service and to make recommendations on improvements as necessary	June 2007	Matrons/Divisional Managers/Director of Nursing & Clinical Development
Through consultation ascertain whether clinic appointments suit service users' needs. This will be audited by the number of missed appointments in specific gender related clinics	Sept 2007	Out patient Service Manager/Matron Outpatient Department/ Divisional Managers
Ascertain available clinics to meet gender specific health needs i.e. breast screening, prostate screening	Oct 2007	Out patient Service Managers/ Divisional Managers
Ascertain number of day surgeries for after hours or week ends available to suit gender specific users	July 2007	Out patient Service Managers/ Divisional Managers
Attend public/user involvement meetings to engage stakeholders and to identify through consultation issues important in terms of gender (and other) equality issues.	As required	Director of Nursing & Clinical Development/ Divisional Managers
Ascertain the feasibility of recording patient's next of kin on the patient information system for same gender relationship.	Dec 2007	Outpatient service manager
Ensure staff are trained in sensitivity around same sex relationships and transgender issues.	Dec 2007	Outpatient service manager
Publish any equality impact assessments carried out relevant to patient services and the Gender Equality Scheme	As necessary	Relevant service director

Gender Equality Patient Care Services

Action Plan for 3 years

Year 2: April 2008- March 2009

Objective	Timescales	Lead Officers
Examine the feasibility of same gender professional available to see patients as requested due to their religious/cultural belief, for example. in clinics or during treatment or procedure. This needs to be done in accordance with relevant legislation to ensure that this does not lead to inadvertent discrimination	Mar 2008	Divisional Managers
Review arrangements for nursing pre- and post-operatively transgender patients and take appropriate action if necessary to ensure no discrimination.	June 2008	Outpatient Department Matron
Consult stakeholders as outlined in year one	On-going	Director of Nursing & Clinical Development/Divisional Managers and others as appropriate
To review Gender Equality Schemes of other local health organisations to see if they have impact on Whittington Gender Equality Scheme. Ensure cross-organisation working if applicable/appropriate	As soon as they are available	Through Equality & Diversity Group and then to appropriate director(s)
Publish any equality impact assessments carried out relevant to patient services and the Gender Equality Scheme	When available	Relevant service director
To review actions for year one and to amend year two actions in light of this review	March 2008 and quarterly	Relevant service director

Gender Equality Patient Care Services

Action Plan for 3 years

Year 3: April 2008- March 2009

Objective	Timescales	Lead Officers
Undertake regular consultation – see years one and two	On-going	Director of Nursing & Clinical Development/Divisional Managers and others as appropriate
Publish any equality impact assessments carried out relevant to patient services and the Gender Equality Scheme (see year 2)	When available	Relevant service director
Begin work on next 3-year gender equality scheme	To be confirmed	Matrons/Outpatient Manager/ Divisional Managers
Review actions for year two and amend year three actions in light of this review	March 2009 and quarterly	Matrons/Outpatient Manager/ Divisional Managers

Annex 2

Gender Equality Patient and Public Involvement

Action Plan for 3 years Year 1: 2006-2007

Objective	Timescales	Lead Officers
Recruit Patient & Public Involvement Manager.	May 2007	Director of Nursing & Clinical Development / Asst Dir Nursing (Clinical Governance)
Review gender representation on patient groups within the Trust.	May 2007	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)
Review Privacy and Dignity Policy with special focus on gender needs. Review July 2007. Enforce policy through visible leadership programme.	July 2007	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)
Publicise access to complaints support and existing modes of communication for making a complaint.	May 2007	Director of Nursing & Clinical Development/Patient Relations Manager
Include section on gender on Visitors' Information Leaflet.	May 2007	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)
Write and implement policy on mixed sex wards. Enforce through clinical leadership programme.	September 2007	Director of Nursing & Clinical Development/ Assistant Director of Nursing (Clinical Governance)
Roll out gender awareness as part of Essence of Care teaching on privacy and dignity.	September 2007	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)
Review policy on intimate examination procedure, care and chaperoning.	December 2007	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)
Review action plans and amend as appropriate to reflect new priorities.	Quarterly	All directors

Gender Equality Patient and Public Involvement

Action Plan for three years

Year 2: 2007-2008

Objective	Timescales	Lead Officers
Review progress on gender equality against actions from the previous year, including implementation and update of policies and patient/user feedback.	April 2008	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)
Review patient panels and recruit additional members as required.	April 2008 (and quarterly thereafter)	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)
Set up specific focus groups who will have clinical needs related to their gender (eg maternity, breast surgery, urology) within the Trust.	July 2008	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)
Review and widen access to patient information in relation to gender.	September 2008	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)

Action Plan for three years

Year 3: 2008-2009

Objective	Timescales	Lead Officers
Review progress on gender equality against actions from the previous year, including implementation and update of policies and patient/user feedback.	April 2009	Director of Nursing & Clinical Development/Assistant Director of Nursing (Clinical Governance)

Employment services

**Breakdown of current workforce at Whittington Hospital
in terms of gender**

	Male staff (headcount)	Female staff (headcount)	Total	% Male staff	% Female staff
Total staff by gender	597	1576	2173	27.5	72.5
Band 7 and above	69	270	339	20.4	79.6
Part-time staff	57	352	409	9.5	22.3

Gender Equality Employment

Action Plan for 3 years Year 1: April 2007-March 2008

Objective	Timescales	Lead Officers
Ensure all employment policies are examined to ensure no gender imbalance	Current policies reviewed by September 2007- New policies to be assessed at time of writing	Director of Human Resources
Draft an employment policy on Transsexualism in the Workplace	By November 2007	Director of Human Resources
Undertake regular focus groups with staff to identify issues relating to equality issues and to draw up action plans from these groups. Use information from national staff survey as additional staff information.	Annually (6 months after national staff survey)	Director of Human Resources
Ensure that recruitment literature is clear that all posts (at whatever level) are open to flexible working and recruitment literature reflects gender equality .	June 2007	Director of Human Resources
Carry out review of recruitment processes to ensure gender equality (link to race and disability equality)	October 2007	Director of Human Resources
Monitor (as is done with ethnicity) information at recruitment and in employment (e.g. grievance and disciplinary information) of the gender split and to take remedial/positive action as required. Information on monitoring data to be published	Information taken to equality group on a quarterly basis – Monitoring information to be published annually	Director of Human Resources
Publish any equality impact assessments carried out relevant to employment and the GES	As and when	Director of Human Resources
Information should be gathered on formal flexible working requests to ensure that e.g. requests from men are not treated less sympathetically than requests from women	As and when (with review at quarterly intervals)	All directors

Gender Equality Employment

Action Plan for 3 years

Year 1: April 2007-March 2008 continued

Objective	Timescales	Lead Officers
Training provision to be reviewed with consideration given to running training courses at less traditional times to make training accessible to different groups of staff	By December 2007	Director of Human Resources
Review impact of AFC bandings to ensure no gender imbalance – link with race and disability review	By January 2008	Director of Human Resources
To review actions for year one and to amend year two actions in light of this review	February/ March 2008	All Directors

Gender Equality Employment

Action Plan for 3 years

Year 2: April 2008-March 2009

Objective	Timescales	Lead Officers
Devise strategy to encourage better return to work rate from maternity leave (to include assessment of current child-care information and support for working parents)	July 2008	Director of Human Resources
Undertake regular focus groups (see year one)	Annually	Director of Human Resources
Review ESR system and identify any areas which could be developed in terms of gender equality initiatives (e.g. gather information on people in workplace who would classify selves as transsexual)	November 2008	Director of Human Resources
Review career paths of part-time workers (mainly women) to assess if any blockages to promotion linked to part-time working	November 2008	Director of Human Resources
Examine areas of potential occupational segregation and take steps to encourage more applicants from other gender – e.g. offer work experience placements in estates to women/.midwifery to men. Link with Ambassador scheme to local schools and colleges	November 2008	All directors
Carry out interviews with staff to assess if any evidence of “long-hours” culture. Take action as appropriate	January 2009	Director of Human Resources
Publish any equality impact assessments carried out relevant to employment and the GES (see year one)	As and when	Director of Human Resources
Review actions for year two and to amend year three actions in light of this review	February/ March 2009	All Directors

Gender Equality Employment

Action Plan for 3 years

Year 3: April 2009-March 2010

Objective	Timescales	Lead Officers
Introduce a <i>Working from Home</i> policy	September 2009	Director of Human Resources
To publish any equality impact assessments carried out relevant to the GES (see years one and two)	As and when	Director of Human Resources
Begin work (dependant on other legislation) on next 3-year gender equality scheme	December 2009	All Directors

Equality Impact Assessment

A Step by Step Guide

Initial Assessment	Screening Process
	1. identify main aims of policy/function
	2. collect information
	3. decide if policy/function relevant
	4. If relevant, carry out full impact assessment. If not, publish report/policy
Full Assessment	
	1. Identify:-
	2. Consider the evidence collected: <ul style="list-style-type: none"> - involvement and consultation process - who has been involved and how - how many responded - are there any gaps - are you able to get information from another party
	3. Assess any likely impact <ul style="list-style-type: none"> - identify if these are negative or positive impacts - which groups are affected - are these impacts legal - if not- then which groups does it adversely affect, and if this is direct or indirect discrimination - how can the trust eliminate or minimise discrimination
	4. Consider alternatives
	5. Consult formally: <ul style="list-style-type: none"> -there needs to be wide consultation with staff/service users/family carers/community - set clear objectives -ensure accessibility to ALL, including meeting communication and caring needs
	6. Decide whether to adopt the policy/function : <ul style="list-style-type: none"> - the consultation should indicate recommendations needed and the possible approach to achieve it
	7. Make monitoring arrangements: <ul style="list-style-type: none"> - regular monitoring and evaluation of EIA outcome
	8. Publish assessment – a legal requirement <ul style="list-style-type: none"> - completed EIAs should be placed on intranet and internet with copies available to all those who took part in the consultation. These documents should be available in different formats if requested

Full impact assessment: use the initial assessment to support you through the process of completing this. Follow the 8 stages within the process.

Some things to think about when completing your gender equality impact assessment.

If your service is for men and women, what will you do to make sure that both benefit?

You might find the following prompts useful though you will also have actions that are particular to your service:

- Is it easier for either men or women to find out about and use your service, for example because of where you display leaflets or your opening times?
- If your service is for men and women do you routinely monitor the uptake of your service with gender breakdown and take appropriate action? For example:
 - (a) if you find that men are not accessing your services then you may consider improving the way these services are provided for men, possibly by targeting men and providing drop-in clinics at sporting events or workplaces
 - (b) Similarly, you might consider adopting sensitive approaches to target women from different backgrounds as the services may not be appropriate for some women from particular minority communities
- Have staff received equality training to include gender equality and how are they planning to implement this in their work setting?
- Have you considered incorporating gender equality objectives in staff appraisal?
- How would you mainstream these actions into the core business of your service?