

## SPEAKING UP POLICY

		POLICY
Reference	HR/0028	
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Date Approved	25 July 2023	
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	YES	NO
		N/A
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Legal and/or Accreditation Implications	All trusts are required to have a Speaking Up / Raising Concerns Policy	
Target Audience	All staff, whether full-time or part-time, permanent, fixed term, bank, employed by the Trust or via agency or as a volunteer.	
Review Date	July 2025	
Sponsor (Position)	Chief Executive	
Author (Position & Name)	Freedom to Speak Up Guardian and Director of Corporate Affairs	
Lead Division/ Directorate	Corporate Affairs	
Lead Specialty/ Service/ Department	Corporate Affairs	
Position of Person able to provide Further Guidance/Information	Freedom to Speak Up Guardian,	
Associated Documents/ Information		Date reviewed
<ul style="list-style-type: none"> <li>Dignity at Work Policy</li> <li>Disciplinary Policy</li> <li>Grievance Policy</li> <li>Fraud Bribery and Corruption Policy</li> <li>Handling Concerns Procedure For Medical &amp; Dental Staff</li> </ul>		March 2021 March 2021 March 2021 August 2022 March 2022

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## 1.0 INTRODUCTION

### Speak Up – We Will Listen

We welcome speaking up and we will listen. By speaking up at work you will be playing a vital role in helping us to keep improving our services for all patients and the working environment for our staff

This policy is for all our workers. [The NHS People Promise](#) commits to ensuring that “we each have a voice that counts, we all feel safe and confident to speak up, and take the time to really listen to understand the hopes and fears that lie behind the words”

We want to hear about any concerns you have, whichever part of the organisation you work in. We know some groups in our workforce feel they are seldom heard or are reluctant to speak up. You could be an agency worker, bank worker, locum or student. We also know workers with disabilities, or from a minority ethnic background or the LGBTQ+ community do not always feel able to speak up

### **This policy is for all our workers and we want to hear all our worker’s concerns**

We ask all our workers to complete the [online learning](#) on speaking up. The online module on listening up is specifically for managers to complete and the module on following up is for senior leaders

You can find out more about what Freedom to Speak Up ( FTSU ) is in these [videos](#)

## 2.0 POLICY STATEMENT

All NHS organisations and others providing NHS healthcare services in primary and secondary care in England are required to adopt the national policy as a minimum standard to help normalise speaking up for the benefit of patients and workers. Its aim is to ensure all matters raised are captured and considered appropriately.

This policy for SFH has adopted and incorporated the narrative from within the national policy – Freedom To Speak Up Policy For The NHS ( NHSEI 2022 )

### **What Can I Speak Up About?**

You can speak up about anything which gets in the way of patient care or affects your working life. That could be something which doesn’t feel right to you: for example, a way of working or a process not being followed; you feel you are being discriminated against; or you feel the behaviours of others is affecting your wellbeing, or that of your colleagues or patients.

Speaking up is about all of these things.

Speaking up, therefore, captures a range of issues, some of which may be appropriate for other existing processes (for example, HR or patient safety/quality).

That's fine, as an organisation, we will listen and work with you to identify the most appropriate way of responding to the issue you raise

Some of our key policies can be found here for guidance :

[SFH Fraud Bribery and Corruption Policy 2022](#)  
[SFH Dignity At work Policy 2021](#)  
[SFH Collective Disputes Policy](#)  
[SFH Concerns Procedure For Medical and Dental Staff](#)  
[SFH Grievance Policy](#)

## **We Want You To Feel Safe To Speak Up**

Your speaking up to us is a gift because it helps us identify opportunities for improvement we might not otherwise know about.

We will not tolerate anyone being prevented or deterred from speaking up or being mistreated because they have spoken up.

## **Who Can Speak Up?**

Anyone who works at the Trust including - any healthcare professionals, non-clinical workers, receptionists, directors, managers, contractors, volunteers, students, trainees, locum, bank and agency workers, and former workers. This also includes Medirest colleagues

## **3.0 DEFINITIONS/ ABBREVIATIONS**

### **Making A “Protected Disclosure”**

A protected disclosure is defined in the [The Public Interest Disclosure Act](#). This legislation allows certain categories of worker to lodge a claim for compensation with an employment tribunal if they suffer as a result of speaking up. The legislation is complex and to qualify for protection under it, very specific criteria must be met in relation to who is speaking up, about what and to whom. To help you consider whether you might meet these criteria, please seek independent advice from <https://protect-advice.org.uk/> or a legal representative

## **4.0 ROLES AND RESPONSIBILITIES**

### **Who can I Speak Up To ?**

#### **Speaking Up Internally**

Most speaking up happens through conversations with supervisors and line managers where challenges are raised and resolved quickly. We strive for a culture where that is normal, everyday practice and encourage you to explore this option – it may well be the easiest and simplest way of resolving matters.

However, you have other options in terms of who you can speak to, depending on what feels most appropriate to you

- Senior manager, partner or director with responsibility for the subject matter you are speaking up about.
- The patient safety team or clinical governance team (where concerns relate to patient safety or wider quality) [SFH Governance Support Unit Team / Patient Safety](#)
- Our HR team [SFH People Team](#) where concerns are relating to our processes, behaviours and wellbeing
- Our Freedom to Speak Up Guardian – **Kerry Bosworth** [kerry.bosworth@nhs.net](mailto:kerry.bosworth@nhs.net), who can support you to speak up if you feel unable to do so by other routes. The Guardian will ensure that people who speak up are thanked for doing so, that the issues they raise are responded to and that the person speaking up receives feedback on the actions taken
- Local counter fraud team (where concerns relate to fraud) [SFH Counter Fraud Specialist](#) .
- Our Senior Lead responsible for Freedom to Speak Up, contactable by email. Provides senior support for our FTSU Guardian and is responsible for reviewing the effectiveness of our FTSU arrangements.
- Our Non-Executive Director responsible for Freedom to Speak Up - Barbara Brady , contactable via email [barbara.brady1@nhs.net](mailto:barbara.brady1@nhs.net). This role can provide more independent support for the guardian; provide a fresh pair of eyes to ensure that investigations are conducted with rigor; and help escalate issues, where needed

**Please see Appendix 2 for how to speak up and what will happen**

## **Speaking Up Externally**

If you do not want to speak up to someone within your organisation, you can speak up externally to:

- Care Quality Commission (CQC) for quality and safety concerns about the services it regulates – you can find out more about how the CQC handles concerns [here](#).
- NHS England for concerns about:
  - GP surgeries
  - dental practices
  - optometrists
  - pharmacies
  - how NHS trusts and foundation trusts are being run (this includes ambulance trusts and community and mental health trusts)
  - NHS procurement and patient choice
  - the national tariff.

NHS England may decide to investigate your concern themselves, ask your employer or another appropriate organisation to investigate (usually with their oversight) and/or use the information you provide to inform their oversight of the relevant organisation. The precise action they take will depend on the nature of your concern and how it relates to their various roles.

Please note that neither the Care Quality Commission nor NHS England can get involved in individual employment matters, such as a concern from an individual about feeling bullied.

[NHS Counter Fraud Authority](#) for concerns about fraud and corruption, using their [online reporting form](#) or calling their freephone line **0800 028 4060**.

If you would like to speak up about the conduct of a member of staff, you can do this by contacting the relevant professional body such as the General Medical Council, Nursing and Midwifery Council, Health & Care Professions Council, General Dental Council, General Optical Council or General Pharmaceutical Council.

**Please see Appendix 1 for contact details and further information for the above organisations**

## 5.0 APPROVAL

This policy has been approved by the Joint Staff Partnership Forum.

## 6.0 DOCUMENT REQUIREMENTS

### How Should I Speak Up?

You should speak up to any of the people or organisations listed above in person, by phone or in writing (including email)

#### Confidentiality

The most important aspect of your speaking up is the information you can provide, not your identity.

You have a choice about how you speak up:

- **Openly:** you are happy that the person you speak up to knows your identity and that they can share this with anyone else involved in responding.
- **Confidentially:** you are happy to reveal your identity to the person you choose to speak up to on the condition they will not share this without your consent.
- **Anonymously** you do not want to reveal your identity to anyone. This can make it difficult for others to ask you for further information about the matter and may make it more complicated to act to resolve the issue. It also means that you might not be able to access any extra support you need and receive any feedback on the outcome.

In all circumstances, please be ready to explain as fully as you can the information and circumstances that prompted you to speak up.

## Advice and support

You can find out about the local support available to you by visiting our [SFH People Directorate](#) Intranet homepage . Your local staff networks - [SFH Staff Networks](#) can be a valuable source of support, also found via SFH Intranet site

You can access a range of health and wellbeing support via NHS England:

- [Support available for our NHS people.](#)
- [Looking after you: confidential coaching and support for the primary care workforce.](#)

NHS England has a [Speak Up Support Scheme](#) that you can apply to for support. You can also contact the following organisations:

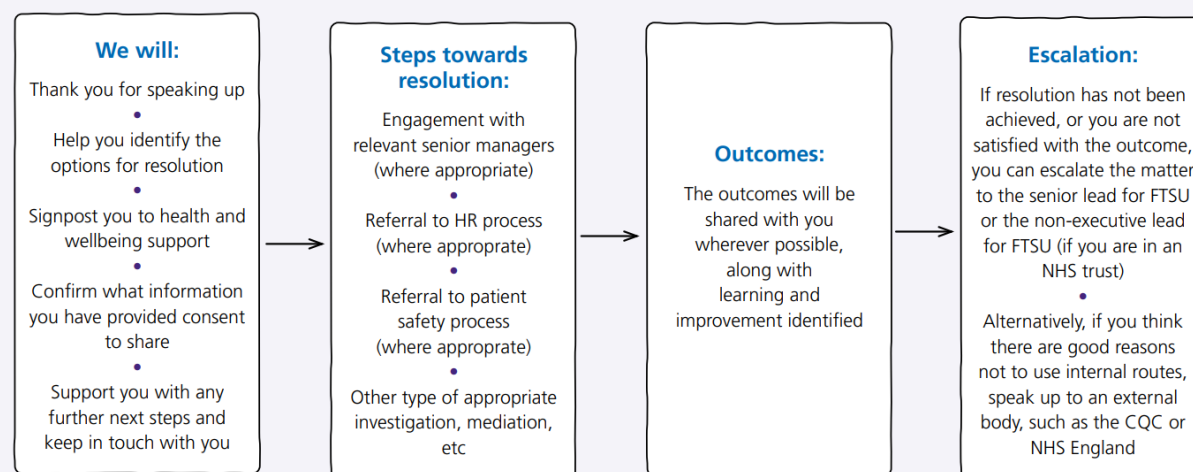
- [Speak Up Direct](#) provides free, independent, confidential advice on the speaking up process.
- The charity [Protect](#) provides confidential and legal advice on speaking up.
- The [Trades Union Congress](#) provides information on how to join a trade union.
- [The Law Society](#) may be able to point you to other sources of advice and support.
- [The Advisory, Conciliation and Arbitration Service](#) gives advice and assistance, including on early conciliation regarding employment disputes.

## What will we do?

The matter you are speaking up about may be best considered under a specific existing policy/process; for example, our process for dealing with bullying and harassment. If so, we will discuss that with you. If you speak up about something that does not fall into an HR or patient safety incident process, this policy ensures the matter is still addressed.



## What will happen when I speak up?



## Resolution and investigation

We support our managers/supervisors to listen to the issue you raise and take action to resolve it wherever possible. In most cases, it's important this opportunity is fully explored, which may be with facilitated conversations and/or mediation.

Where an investigation is needed, this will be objective and conducted by someone who is suitably independent (this might be someone outside your organisation or from a different part of the organisation) and trained in investigations. It will reach a conclusion within a reasonable timescale (which we will notify you of), and a report will be produced that identifies any issues to prevent problems recurring.

Any employment issues that have implications for you/your capability or conduct identified during the investigation will be considered separately.

## Communicating with you

We will treat you with respect at all times and will thank you for speaking up. We will discuss the issues with you to ensure we understand exactly what you are worried about. If we decide to investigate, we will tell you how long we expect the investigation to take and agree with you how to keep you up to date with its progress. Wherever possible, we will share the full investigation report with you (while respecting the confidentiality of others and recognising some matters may be strictly confidential; as such it may be we cannot even share the outcome with you).



## **How we learn from your speaking up**

We want speaking up to improve the services we provide for patients and the environment our staff work in. Where it identifies improvements can be made, we will ensure necessary changes are made, and are working effectively. Lessons will be shared with teams across the organisation, or more widely, as appropriate.

### **Review**

We will seek feedback from workers about their experience of speaking up. We will review the effectiveness of this policy and our local process annually, with the outcome published and changes made as appropriate.

### **Senior leaders' oversight**

Our most senior leaders will receive a report biannually providing a thematic overview of speaking up by our staff to our FTSU guardian.

## **Detriment From Speaking Up**

### **What do we mean by disadvantageous/demeaning treatment**

If you feel as a result of the act of speaking up, rather than the specifics of the matter raised by speaking up you are experiencing disadvantage or demeaning treatment it is vitally important to report this. Sometimes these actions can be subtle and not always easy to recognise. Whilst behaviours might not be intentional, the impact can still be significant if a person believes they are being treated poorly or differently.

Such treatment may include: (these are examples and not limited to)

- experiencing poor behaviours not in line with our organisational values eg. being ostracised, gaslighting, gossiping, incivility
- given unfavourable shifts; repeated denial of overtime/bank shifts; being denied shifts in a certain area/department without good reason; changes to shifts at short notice with no apparent reason
- repeatedly denied annual leave; failure on a regular basis to approve in reasonable time; or leave cancelled without good reason
- micro-managing; excessive scrutiny
- sudden and unexplained changes to work responsibilities, or not being given adequate support
- being moved from a team or inexplicable management of change
- being denied access to development opportunities; training or study leave without good reason
- being overlooked for career development

### **Recording**

- Reports of disadvantageous/demeaning treatment will be recorded by the Freedom to Speak Up Guardian on the central speak up database.
- Information will be kept strictly confidential, only shared on a need-to-know basis. Escalation will be to the Executive Team and/or Senior People Team for investigation if this is agreeable to the concern raiser.

- Freedom to Speak Up Guardians are required to report speak up activity on a quarterly basis to the National Guardian's Office. The number of people sharing concerns relating to perceived disadvantageous/demeaning treatment as a result of speaking up is included in this data.

**Please see Appendix 4 for reporting detriment as agreed by the Regional Network Of FTSU Guardians Midlands 2022**

## 7.0 MONITORING COMPLIANCE AND EFFECTIVENESS

<b>Minimum Requirement to be Monitored</b>  <b>(WHAT – element of compliance or effectiveness within the document will be monitored)</b>	<b>Responsible Individual</b>  <b>(WHO – is going to monitor this element)</b>	<b>Process for Monitoring e.g. Audit</b>  <b>(HOW – will this element be monitored (method used))</b>	<b>Frequency of Monitoring</b>  <b>(WHEN – will this element be monitored (frequency/ how often))</b>	<b>Responsible Individual or Committee/ Group for Review of Results</b>  <b>(WHERE – Which individual/ committee or group will this be reported to, in what format (eg verbal, formal report etc) and by who)</b>
Annual Report	Executive Team	Quarterly reports to People, Culture and improvement Committee and six monthly reports to the Trust Board.	Bi Monthly review meetings between Deputy and Director of People Operations and the Freedom to Speak Up Guardian and Non-Executive Lead for Freedom to Speak Up / Senior Independent Director to review policy and process implementation and track trends and themes.	Trust Board and People, Culture and Improvement Committee via a committee/ Board report.

<b>Minimum Requirement to be Monitored</b>  <b>(WHAT – element of compliance or effectiveness within the document will be monitored)</b>	<b>Responsible Individual</b>  <b>(WHO – is going to monitor this element)</b>	<b>Process for Monitoring e.g. Audit</b>  <b>(HOW – will this element be monitored (method used))</b>	<b>Frequency of Monitoring</b>  <b>(WHEN – will this element be monitored (frequency/ how often))</b>	<b>Responsible Individual or Committee/ Group for Review of Results</b>  <b>(WHERE – Which individual/ committee or group will this be reported to, in what format (eg verbal, formal report etc) and by who)</b>
Bi-annual monitoring of the FTSU service by Guardian and Executive Lead	Guardian and Executive Lead	Internal audit against self-review tool and feedback received on the service.	Fortnightly review meetings between Guardian and Executive lead that will feed in to six monthly meetings to audit the service.	Trust Board and People, Culture and Improvement Committee via a committee/ Board report at least bi annually
Promotion of the policy by Guardian and Champions	Guardian and Champions	Monitoring of known cases being raised under this policy	Quarterly updates at committee level	People, OD and Culture Committee via a committee report.

## 8.0 TRAINING AND IMPLEMENTATION

A presentation by the Freedom to Speak Up Guardian outlining the importance of speaking up will be delivered to all new starters as part of the Orientation Day programme.

Leadership development programmes offered in house, feature the FTSU Agenda, supporting the messages from this policy.

FTSU Champions use the information in this policy to signpost colleagues.

People Leads and Deputy People Leads are available to offer advice and support to managers on the implementation of this policy.

Line managers are requested to complete the online training provided by NHSEI / NGO – Speak Up / Listen Up, to ensure education and updates in speaking up.

## 9.0 IMPACT ASSESSMENTS

This document has been subject to an Equality Impact Assessment, see completed form at Appendix 5.

## 10.0 EVIDENCE BASE (Relevant Legislation/ National Guidance) AND RELATED SFHFT DOCUMENTS

### Evidence Base:

NHS Improvement and NHS England's - Freedom to speak up policy for the NHS 2022  
The Public Interest Disclosure Act 2020  
Guidance from the Freedom to Speak Up National Guardian's Office – NGO policy and guidance 2022

## 11.0 KEYWORDS

Speaking up  
Whistleblowing  
Freedom To Speak Up (FTSU)  
Guardian  
Raising Concerns  
Grievance

## 12.0 APPENDICES

- Appendix 1 – External Bodies to Speak up to
- Appendix 2 – How to speak up and what will happen
- Appendix 3 – Freedom To speak Up Champion Role Description
- Appendix 4 – Detriment from speaking up – how to raise and respond
- Appendix 5 – Equality Impact Assessment

## Appendix 1

Regulator	Contact Details
<b>NHS England &amp; Improvement:</b> Responsible how NHS Trusts and Foundation Trusts are being run. NHS England leads the National Health Service (NHS) in England. They set the priorities and direction of the NHS and encourage and inform the national debate to improve health and care.	NHS Improvement <a href="#">NHS England website</a> <a href="#">NHS Improvement Hub</a>
<b>Care Quality Commission :</b> Responsible for safeguarding appropriate standards of quality and safety within health and social care in England.	Care Quality Commission <a href="#">CQC website</a>
<b>Health and Safety Executive:</b> Responsible for protecting people against risks to health or safety including work activities	<a href="https://www.hse.ie/eng/">https://www.hse.ie/eng/</a>
<b>360 Assurance:</b> Responsible for ensuring organisations are managed effectively to protect public and patients interests.	<a href="https://www.360assurance.co.uk/contact-us/">https://www.360assurance.co.uk/contact-us/</a>
<b>Health Education England</b> Responsible for Education and Training in the NHS	<a href="http://hee.nhs.uk">Health Education England (hee.nhs.uk)</a>
<b>NHS Counter Fraud Authority</b> - for concerns about fraud and corruption, using their <a href="#">online reporting form</a> or calling their freephone line <b>0800 028 4060</b> .	<a href="#">NHS Counter Fraud Authority</a>

Or if there is a complaint against a person who is a member of a professional body, you could inform:

Regulator	Contact Details
<b>Nursing and Midwifery Council:</b>	<a href="https://www.nmc.org.uk/concerns-nurses-midwives/make-a-referral/">https://www.nmc.org.uk/concerns-nurses-midwives/make-a-referral/</a>
<b>General Medical Council:</b>	<a href="https://www.gmc-uk.org/concerns">https://www.gmc-uk.org/concerns</a>
<b>Health &amp; Care Professions Council:</b>	<a href="https://www.hcpc-uk.org/">https://www.hcpc-uk.org/</a>
<b>General Pharmaceutical Council</b> - regulate pharmacists, pharmacy technicians and pharmacies in Great Britain. They work to assure and improve standards of care for people using pharmacy services.	<a href="http://pharmacyregulation.org">General Pharmaceutical Council (pharmacyregulation.org)</a>

## Appendix 2 – How to Speak Up and What Will Happen

### Step one

Wherever possible, we would hope that you would feel able to raise concerns locally with your line manager, professional lead or tutor (for students). This may be done verbally or in writing. Alternatively, you may also wish to raise your concern with a higher line manager.

### Step two

If you feel unable to raise the matter with your line manager or you have but feel that the matter is not resolved at that stage, please raise the matter with our local Freedom to Speak Up Guardian or Freedom to Speak up Champions(s):

The Freedom to Speak Up Guardian and Freedom to Speak up Champions will:

- thank you for speaking up about your concern
- ensure you receive timely support to progress your concern or take ownership of the concern
- escalate to a Director or the Chief Executive if there are any indications that you are being subjected to detriment for speaking up.
- give you timely feedback on how your concern is being dealt with
- ensure you have access to personal support since speaking up may be stressful.

If you want to raise the matter in confidence, please say so at the outset so appropriate arrangements can be made.

### Step three

If these channels have been followed and you still have concerns, or if you feel the matter is so serious that you cannot discuss it with any of the above please raise it with an Executive Director, the Chief Executive or our Non-Executive Lead for Freedom to Speak Up / Senior Independent Director (Barbara Brady) - email: [barbara.brady1@nhs.net](mailto:barbara.brady1@nhs.net)

### Step four

You can also speak up formally with external bodies as outlined in Appendix 1.



## Appendix 3 – Freedom To Speak Up Champion Role Description

### Role Description: Freedom to Speak Up Champion

#### ROLE SUMMARY

As part of the development of the Trust's commitment to Freedom to Speak Up, the Freedom to Speak Up Champion will aid in the promotion of speaking up matters at the Trust and act as a link person for staff to discuss and raise concerns.

You will be a point of contact for individuals who require advice, to inform them of the options available, whether informal or formal and to direct individuals to the support available. With regular support from the Trust's Freedom to Speak Up Guardian, you will act as a role model for creating an open, honest and transparent culture which values speaking up. You will be required to attend annual training in order to maintain a champion position at the Trust.

This role is a voluntary role and is undertaken in addition to your existing role at the trust.

#### Key responsibilities:

1. To work with others within the Trust to develop a culture where speaking up is recognised and valued
2. Promote local speaking up processes, sources of support and guidance to staff
3. Be available and accessible to staff who may have a concern
4. Take immediate appropriate action when safety or quality concerns are raised
5. Ensure that safety concerns are addressed and feedback is given in line with confidentiality agreements
6. Communicate with empathy and compassion with other staff about potentially emotive subjects
7. Report all concerns to the Freedom to Speak Up Guardian using the appropriate paperwork

#### Key Skills:

- Must be able to demonstrate behaviours consistent with the Trust's behavioural standards, CARE values and key priorities
- Compassionate and supportive approach
- Commitment to providing support which is inclusive and respectful of the Trust's equality and diversity standards
- Excellent time management skills to balance the role with existing role
- Ability to turn 'speak up' scenarios into learning opportunities
- Ability to share difficult messages in a relevant manner
- The ability to remain non-judgmental when presented with information
- Able to build trust and rapport with pace and authenticity
- Knowledgeable about Freedom to Speak Up matters and able to advise staff appropriately about speaking up at the Trust

For more information on this role, please contact: [kerry.bosworth@nhs.net](mailto:kerry.bosworth@nhs.net).

## Appendix 4 - What to do if feeling detriment for speaking up

Responding to experiences of disadvantageous or demeaning treatment after speaking up.

A Best Practice Guide developed by representatives in the Freedom to Speak Up Midlands Regional Network  
(May 2022)

*I /my colleague spoke up and now I believe I am/my colleague is experiencing disadvantageous or demeaning treatment as a result.*

Speak to a manager or the  
Freedom to Speak Up  
Guardian as soon as  
possible  
(or see SFH Speak Up Policy  
for other options of who to  
speak to)

- ▶ Your concern will be taken seriously
- ▶ You will be supported whilst your concern is reviewed
- ▶ You will be kept informed and provided with feedback
- ▶ You will be signposted to wellbeing support if needed

A colleague reports disadvantageous or demeaning treatment after speaking up to a manager or the Freedom to Speak Up (FTSU) Guardian

Manager  
to inform  
FTSU  
Guardian

Issue reported to  
FTSU Guardian

- ▶ Clarify matters of confidentiality, what information will be shared and with whom
- ▶ FTSU Guardian will record on the central FTSU database

Within 72  
hours  
or  
immediately if  
significant  
risks identified

Inform the Executive  
Lead for FTSU

- ▶ Consider if any immediate action is required to protect the worker from disadvantageous or demeaning treatment. *(particularly important in the case of perceived bullying and/or harassment)*
- ▶ Consider any potential patient safety issues and immediate action required
- ▶ Receive assurance line management arrangements are in place to support anyone who might be affected
- ▶ Responsible exec to co-ordinate discussion involving FTSU Guardian and appropriate colleagues, for example. Operational colleagues, HR, Patient Safety, Safeguarding, Staff Side



Follow your  
organisations speak  
up process

In line with Speak Up Process:

- ▶ Clarify matters of confidentiality
- ▶ Agree how and what to be explored (terms of reference), and timescales for completion
- ▶ Identify independent lead for any review/investigation
- ▶ Agree arrangements for monitoring and feedback
- ▶ Share and record key actions, outcomes, learning and recommendations.
- ▶ Share wider learning across the organisation

If investigation reveals any unresolved issues relating to individual performance or conduct, consider consulting with human resources colleagues according to local policies/process.

## APPENDIX 5 - EQUALITY IMPACT ASSESSMENT FORM (EQIA)

<b>Name of service/policy/procedure being reviewed: Speaking Up</b>			
<b>New or existing service/policy/procedure: Existing</b>			
<b>Date of Assessment:</b>			
<b>For the service/policy/procedure and its implementation answer the questions a – c below against each characteristic (if relevant consider breaking the policy or implementation down into areas)</b>			
<b>Protected Characteristic</b>	<b>a) Using data and supporting information, what issues, needs or barriers could the protected characteristic groups' experience? For example, are there any known health inequality or access issues to consider?</b>	<b>b) What is already in place in the policy or its implementation to address any inequalities or barriers to access including under representation at clinics, screening?</b>	<b>c) Please state any barriers that still need to be addressed and any proposed actions to eliminate inequality</b>
<b>The area of policy or its implementation being assessed:</b>			
<b>Race and Ethnicity</b>	Whilst the policy applies to all Trust employees inclusive of all diversity strands, data shows that BAME staff are less likely to raise concerns and do not feel confident to raise concerns.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce. This includes champions from the BAME Staff Network, with the aim to further support staff members to raise concerns confidently.	Further proactive promotion of the service Trust wide and also at specific BAME events and staff network meetings.
<b>Gender</b>	No positive or negative impact identified. This policy applies to all Trust employees inclusive of diversity strands as is governed by UK legislation and national policy.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce. This includes both male and female champions and also representation from the LGBT Staff Network with the aim to further support staff members to raise concerns confidently.	N/A

<b>Age</b>	No positive or negative impact identified. This policy applies to all Trust employees inclusive of diversity strands as is governed by UK legislation and national policy.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce.	N/A
<b>Religion</b>	No positive or negative impact identified. This policy applies to all Trust employees inclusive of diversity strands as is governed by UK legislation and national policy.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce. This includes representation from the Chaplaincy team with the aim to further support staff members to raise concerns confidently.	N/A
<b>Disability</b>	No positive or negative impact identified. This policy applies to all Trust employees inclusive of diversity strands as is governed by UK legislation and national policy.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce.	N/A
<b>Sexuality</b>	No positive or negative impact identified. This policy applies to all Trust employees inclusive of diversity strands as is governed by UK legislation and national policy.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce This includes representation from the LGBT Staff Network with the aim to further support staff members to raise concerns confidently.	N/A
<b>Pregnancy and Maternity</b>	No positive or negative impact identified. This policy applies to all Trust employees inclusive of diversity strands as is governed by UK legislation and national policy.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce This includes representation from the Midwifery team with the aim to further support staff members to raise concerns confidently.	N/A

<b>Gender Reassignment</b>	No positive or negative impact identified. This policy applies to all Trust employees inclusive of diversity strands as is governed by UK legislation and national policy.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce. This includes both male and female champions and also representation from the LGBT Staff Network with the aim to further support staff members to raise concerns confidently.	N/A
<b>Marriage and Civil Partnership</b>	No positive or negative impact identified. This policy applies to all Trust employees inclusive of diversity strands as is governed by UK legislation and national policy.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce.	N/A
<b>Socio-Economic Factors (i.e. living in a poorer neighbourhood / social deprivation)</b>	No positive or negative impact identified. This policy applies to all Trust employees inclusive of diversity strands as is governed by UK legislation and national policy.	The Freedom to Speak Up Champions have been positively recruited to be representative of the workforce.	N/A
<b>What consultation with protected characteristic groups including patient groups have you carried out?</b> JSPF, Freedom to Speak Up Champions. People Team			
<b>What data or information did you use in support of this EqIA?</b> Information from NHS Improvement and the National Guardian's Office.			
<b>As far as you are aware are there any Human Rights issues be taken into account such as arising from surveys, questionnaires, comments, concerns, complaints or compliments?</b> No			

<p><b>Level of impact</b></p> <p>From the information provided above and following EQIA guidance document Guidance on how to complete an EIA (<a href="#">click here</a>), please indicate the perceived level of impact:</p> <p>Low Level of Impact</p>
<p><b>Name of Responsible Person undertaking this assessment: Kerry Bosworth</b></p>
<p><b>Signature:</b> K.Bosworth</p>
<p><b>Date: March 2023</b></p>