

Equality and Health Impact Assessment

Policy* title: The All Wales Policy for Medicines Administration, Recording, Review, Storage and Disposal (Update)

AWMSG and AWTTC will consider and complete an Equality and Health Impact Assessment in parallel with each development stage of our policies. This will help us to follow the five ways of working for public bodies, and work to achieving the wellbeing goals, outlined in the Well-Being of Future Generations (Wales) Act 2015.

***The term “policy” is used throughout to cover: policies, strategies, functions, practices, procedures.**

Date: 20/03/2024

| | | |
|----|--|---|
| 1. | Names of the policy lead(s) AWTTC contact details | Dr K Lynette James and AWTTC Tel: 02921 826900; email: awttc@wales.nhs.uk |
| 2. | State the objectives of the policy. | <p>The policy will provide clear, consistent and standardised guidance to health care staff, working in primary and secondary care, who are involved in the preparation and administration of medicines. The guidance will ensure that all staff deliver medicines management in a consistent and standardised manner according to evidence-based and best practice, thereby safeguarding patient safety by reducing patient harm from medication errors.</p> <p>The following deliverables will be used to measure project outcomes:</p> <ul style="list-style-type: none"> ▪ Multi-disciplinary stakeholder involvement in the update of the MARRS policy ▪ Endorsement and publication of the updated MARRS policy by AWMSG ▪ Adoption of updated MARRS policy by healthcare organisations <p>Implementation of the guidance will be monitored through:</p> <ul style="list-style-type: none"> ▪ Local audit of practice |



| | | |
|----|--|---|
| | | <ul style="list-style-type: none">Local review of medication error data and feedback to project team via the All Wales Medication Safety Network (Medication Safety Officers and Medicines Management Nurses) |
| 3. | <p>Evidence and background information considered. For example:</p> <ul style="list-style-type: none">population datastaff and service users' data, as applicableneeds assessmentengagement and involvement findingsresearchgood practice guidelinesparticipant knowledgelist of stakeholders and how stakeholders have engaged in the development stagescomments from those involved in the designing and development stages <p>Population pyramids are available from Public Health Wales Observatory.</p> | <p>Research has been undertaken in Wales to inform the update of the MARRS. This research involved an exploration of adherence to NMC Standards for Medicines Management and an exploration to deviations from the standards, barriers to implementing the standards and opportunities for improving guidance. Further research has also been undertaken to explore second checking during medicines administration. Following the implementation of the updated MARRS policy, there will be an opportunity to extend the research programme and evaluate practice against the new standards, examine benefits to patient safety and explore staff opinions on the policy.</p> <p>References Cousins D H, Gerrett D, Warner B. (2011). A Review of Medication Incidents Reported to the National Reporting and Learning System in England and Wales over 6 years (2005-2010). <i>Br J Clin Pharmacol.</i> 74(4); 597-604</p> <p>UK Government. The Duty of Candour Procedure (Wales) Regulations 2023. 2023. Available at: https://www.legislation.gov.uk/wsi/2023/274/contents/made</p> <p>Health and Care Professions Council. Standards of Conduct, Performance and Ethics. 2016. Available at: https://www.hcpc-uk.org/standards/standards-of-conduct-performance-and-ethics/</p> <p>General Medical Council. Good Practice in Prescribing and Managing Medicines and Devices. April 2021. Available at: https://www.gmc-uk.org/ethical-guidance/ethical-guidance-for-doctors/good-practice-in-prescribing-and-managing-medicines-and-devices</p> |



| | | |
|----|------------------------------|---|
| | | Royal College of Nursing. Medicines Management. An Overview for Nursing. Jan. 2020. Available at: https://www.rcn.org.uk/Professional-Development/publications/pub-009018 |
| 4. | Who will this policy affect? | General public Healthcare staff involved in the preparation and administration of medicines in primary and secondary care Medical and non-medical prescribers in primary and secondary care |

5. EQIA - How will the policy impact on people?

Questions in this section relate to the impact on people on the basis of their 'protected characteristics'.

Specific alignment with the 7 goals of the Well-being of Future Generations (Wales) Act 2015 is included against the relevant sections.

| How will the policy impact on, or affect: | Potential positive and/or negative impacts | Recommendations for improvement/ mitigation | Actions taken (and who by). Refer to where the mitigation is included in the document, as appropriate. |
|--|---|--|--|
| 5.1 Age For most purposes, the main categories are people aged: <ul style="list-style-type: none"> • under 18 years; • between 18 and 65 years; • over 65 years. | Policy will standardise medicines management practices for patients across all age groups. | N/A | N/A |
| 5.2 Persons with a disability as defined in the Equality Act 2010 Those with physical impairments, learning disability, sensory loss or impairment, mental health conditions, long-term medical conditions such as diabetes. | Policy will standardise medicines management practices regardless of clinical condition or disability. There are no current plans for any patient-facing materials associated with this resource which would require adaptation into a format suitable for persons with a disability. | N/A | N/A |
| 5.3 People of different genders: | Policy will standardise medicines management practices regardless of gender. | N/A | N/A |



| How will the policy impact on, or affect: | Potential positive and/or negative impacts | Recommendations for improvement/ mitigation | Actions taken (and who by). Refer to where the mitigation is included in the document, as appropriate. |
|---|---|--|--|
| <p>Consider men, women, people undergoing gender reassignment.</p> <p>NB Gender-reassignment is anyone who proposes to, starts, is going through or who has completed a process to change his or her gender with or without going through any medical procedures. Sometimes referred to as Trans or Transgender.</p> | | | |
| <p>5.4 People who are married or who have a civil partner.</p> | <p>Policy will standardise medicines management practices regardless of marital status.</p> | <p>N/A</p> | <p>N/A</p> |
| <p>5.5 Women who are expecting a baby, who are on a break from work after having a baby, or who are breastfeeding.</p> <p>They are protected for 26 weeks after having a baby</p> | <p>Policy will standardise medicines management practices regardless of pregnancy or post-natal status.</p> | <p>N/A</p> | <p>N/A</p> |



| How will the policy impact on, or affect: | Potential positive and/or negative impacts | Recommendations for improvement/ mitigation | Actions taken (and who by). Refer to where the mitigation is included in the document, as appropriate. |
|--|---|--|--|
| whether or not they are on maternity leave. | | | |
| 5.6 People of a different race, nationality, colour, culture or ethnic origin including non-English speakers, gypsies/travellers, migrant workers. | Policy will standardise medicines management practices regardless of race, ethnicity, language etc. | N/A | N/A |
| 5.7 People with a religion or belief or with no religion or belief. The term 'religion' includes a religious or philosophical belief. | Policy will standardise medicines management practices regardless of religious beliefs. | N/A | N/A |
| 5.8 People who are attracted to other people of: <ul style="list-style-type: none">• the opposite sex (heterosexual);• the same sex (lesbian or gay);• both sexes (bisexual). | Policy will standardise medicines management practices regardless of sexual orientation. | N/A | N/A |
| 5.9 People who communicate using the Welsh language in | Policy will standardise medicines management | N/A | N/A |



| How will the policy impact on, or affect: | Potential positive and/or negative impacts | Recommendations for improvement/ mitigation | Actions taken (and who by). Refer to where the mitigation is included in the document, as appropriate. |
|---|---|--|---|
| <p>terms of correspondence, information leaflets, or service plans and design.</p>  <p>Well-being goal – A Wales of vibrant culture and thriving Welsh language</p> | <p>practices. There are no current plans for any patient-facing materials associated with this resource which would require translation</p> | | |
| <p>5.10 People according to their income related group. Consider people on low income, economically inactive, unemployed/workless, people who are unable to work due to ill-health.</p> | <p>Policy will standardise medicines management practices.</p> | <p>N/A</p> | <p>N/A</p> |
| <p>5.11 People according to where they live. Consider people living in areas known to show poor economic and/or health indicators, people unable to access services and facilities.</p> | <p>Policy will standardise medicines management practices across Wales.</p> | <p>N/A</p> | <p>N/A</p> |
| <p>5.12 Consider others who face health inequalities:</p> <ul style="list-style-type: none"> • Looked after and accommodated children and young people. | <p>Policy will standardise medicines management practices in healthcare settings. Consultation comments</p> | <p>As a result of comments received during consultation, a separate resource to address issues regarding</p> | <p>N/A</p> |



| How will the policy impact on, or affect: | Potential positive and/or negative impacts | Recommendations for improvement/ mitigation | Actions taken (and who by). Refer to where the mitigation is included in the document, as appropriate. |
|--|--|--|--|
| <ul style="list-style-type: none">• Carers: paid/unpaid, family members.• People who are homeless or those who experience homelessness: people on the street; those staying temporarily with friends/family; those in hostels/B&Bs.• Those involved in the criminal justice system: offenders in prison or on probation, ex-offenders.• People with addictions and substance misuse problems.• People who have poor literacy.• People living in remote, rural and island locations. | received highlighted the possible need for equivalent guidance in the social care setting. | medicines administration, recording, review, storage and disposal in the social care setting is being developed at an All Wales level, in collaboration with social care organisations in Wales. | |
| 5.13 Consider any other groups and risk factors relevant to this project. | N/A | N/A | N/A |

6. HIA - How will the policy impact on the health and wellbeing of people in Wales and help address inequalities in health?

Questions in this section relate to the impact on the overall health of individual people, and the impact on the population in Wales. Specific alignment with the 7 goals of the Well-being of Future Generations (Wales) Act 2015 is included against the relevant sections.

| How will the policy impact on, or affect: | Potential positive and/or negative impacts and any particular groups affected | Recommendations for improvement/ mitigation | Actions taken (and who by) Refer to where the mitigation is included in the document, as appropriate. |
|--|---|---|--|
| <p>6.1 People being able to access the service offered. Consider access for those living in areas of deprivation and/or those experiencing health inequalities.</p>  <p>Well-being goal - A more equal Wales</p> | Policy will standardise medicines management practices. | N/A | N/A |
| <p>6.2 People being able to improve or maintain healthy lifestyles. Consider the impact on healthy lifestyles, including healthy eating, being active, no smoking /smoking cessation, reducing the harm caused by alcohol or non-prescribed drugs plus access to services that support disease prevention</p> | Policy will standardise medicines management practices. | N/A | N/A |



| How will the policy impact on, or affect: | Potential positive and/or negative impacts and any particular groups affected | Recommendations for improvement/ mitigation | Actions taken (and who by) Refer to where the mitigation is included in the document, as appropriate. |
|--|--|--|---|
| <p>(such as vaccination, falls prevention).</p> <p>Also consider impact on access to supportive services, including smoking cessation services, weight management services.</p>  <p>Well-being goal – A healthier Wales</p> | | | |
| <p>6.3 People in terms of their income and employment status.</p> <p>Consider the impact on the availability and accessibility of work, paid or unpaid employment, wage levels, job security, working conditions.</p>  <p>Well-being goal – A prosperous Wales</p> | <p>Policy will standardise medicines management practices.</p> | <p>N/A</p> | <p>N/A</p> |
| <p>6.4 People in terms of their use of the physical environment.</p> <p>Consider the impact:</p> | <p>Policy will standardise medicines management practices.</p> | <p>N/A</p> | <p>N/A</p> |



| How will the policy impact on, or affect: | Potential positive and/or negative impacts and any particular groups affected | Recommendations for improvement/ mitigation | Actions taken (and who by) Refer to where the mitigation is included in the document, as appropriate. |
|---|--|--|---|
| <ul style="list-style-type: none">• on the availability and accessibility of transport, healthy food, leisure activities, green spaces;• of the design of the built environment on the physical and mental health of patients, staff and visitors;• on air quality, exposure to pollutants;• safety of neighbourhoods, exposure to crime;• road safety and preventing injuries or accidents;• quality and safety of play areas and open spaces.  <p>Well-being goal – A resilient Wales</p> | | | |
| <p>6.5 People in terms of social and community influences on their health.</p> <p>Consider the impact on:</p> <ul style="list-style-type: none">• family organisation and roles; social support and social networks; | <p>Policy will standardise medicines management practices.</p> | <p>N/A</p> | <p>N/A</p> |



| How will the policy impact on, or affect: | Potential positive and/or negative impacts and any particular groups affected | Recommendations for improvement/ mitigation | Actions taken (and who by) Refer to where the mitigation is included in the document, as appropriate. |
|---|--|--|---|
| <ul style="list-style-type: none">• neighbourliness and sense of belonging;• social isolation;• peer pressure;• community identity;• cultural and spiritual ethos.  <p>Well-being goal – A Wales of cohesive communities</p> | | | |
| <p>6.6 People in terms of macro-economic, environmental and sustainability factors. Consider the impact of government policies; gross domestic product; economic development; biological diversity; climate.</p>  <p>Well-being goal – A globally responsible Wales</p> | Policy will standardise medicines management practices. | N/A | N/A |

7. Please complete section 7 after completing the EqHIA, and complete the action plan.

| | |
|--|--|
| <p>7.1 Please summarise the potential positive and/or negative impacts of the policy.</p> | <p>Policy will standardise medicines management practices across primary, secondary care in Wales.</p> |
|--|--|

Action plan for mitigation or improvement and implementation

| | Action | Lead(s) | Timescale | Actions taken |
|--|---|---------------------------|---|-----------------------|
| <p>7.2 What are the key actions identified as a result of completing the EqHIA?</p> | N/A | | | |
| <p>7.3 Is a more comprehensive Equalities Impact Assessment or Health Impact Assessment needed?</p> | N/A | | | |
| <p>7.4 What are the next steps?</p> | <p>Proceed with Consultation.</p> <p>Discuss outcome of consultation at All Wales Prescribing Advisory Group (AWPAG).</p> | <p>AWTTC</p> <p>AWTTC</p> | <p>July-August 2023</p> <p>September 2023 and December 2023</p> | <p>N/A</p> <p>N/A</p> |



| | Action | Lead(s) | Timescale | Actions taken |
|--|--|----------------|------------------|----------------------|
| | Proceed to AWMSG Steering Committee and AWMSG for endorsement. | AWTTC | February 2024 | Document endorsed |
| | Prepare document for publication. | AWTTC | April 2024 | Document published |

AWTTC's EqHIA template is adapted from the Cardiff & Vale University Health Board EHIA template.