

## Appendix One

### Section A: Standard Impact Assessment Process Document

NHS Fife Standard Impact Assessment Process Document

#### Question 1: Name of Document

**Kincardine Health Centre Services Project (Initial Agreement Document)**

Q1 a: Policy  Guidance  Protocol  Procedure  Service

Other, please detail **Re-provision of health centre facilities (Primary / Community Health & Social Care) to support models of care**

#### Question 2: What is the scope of this SIA

NHS Fife Wide  Service Specific  Discipline Specific

Other, please detail **NHS Fife-wide and H&SCP (West Division)**

#### Question 3: Is this a new development?

Yes  No

#### Question 4: If no to Question 3 what is it replacing?

**Re-provision of Kincardine Health Centre and service delivery within a new facility**

#### Question 5: Team responsible for carrying out the Standard Impact Assessment (SIA) please list.

**H&SCP – Community Services West Division**

#### Question 6: Main SIA person's contact details

Name: **Lorraine Cooper-King** Telephone Number: **01383 565325**  
 Department: **West Division** Email: **[Lorraineking1@nhs.net](mailto:Lorraineking1@nhs.net)**

#### Question 7: Describe the main aims, objective and intended outcomes

**NHS Fife has recognised that Kincardine Health Centre facilities limit high quality, modern and integrated patient care that do not meet current standards.**

**The vision for health and social care services is to provide robust integrated care that crosses the boundaries between primary, community, health and social care with GPs, healthcare professionals and social care staff working together as one system to provide care at home, or as close to home wherever possible, with a strong focus on early intervention, prevention, anticipatory care and self management.**

**Authorisation, by NHS Fife Capital Planning Group, was given to begin to look at potential capital investment to meet patient and service needs. Work to develop an Initial Agreement Document (IAD) - in line with Scottish Government guidelines) -commenced in May 2016.**

**Primary Care Services in Kincardine are currently delivered from the existing Kincardine Health Centre, a 1930's constructed facility (originally built as a Police station / house) that has been considerably modified and extended throughout its lifetime. Services include:**

- GP activity
- Nurse activity
- Phlebotomy
- Community Nursing
- Midwifery (ante-natal)
- Podiatry
- Smoking cessation

The services provided from the existing Kincardine Health Centre are primarily provided in support of the population needs of the people of Kincardine and surrounding areas, with 98% of the resident population registered with the affected GP practice living in this area.

It is worth noting that the General Practice in Kincardine is contracted to NHS Forth Valley, though the premises and community services are provided by NHS Fife.

As part of the IAD, long-list and short-list options were considered. The preferred option – a new build in Kincardine – would contribute to meeting national outcomes for integration; in particular:

- Outcome 3: people who use health and social care services have positive experiences of those services, and have their dignity respected
- Outcome 5: health and social care services contribute to reducing health inequalities
- Outcome 9: resources are used effectively in the provision of health and care services.

The preferred options would provide:

- Integrated and coordinated care, i.e. potential to develop new models of care across health, social and other services; increased access to a range of services; significant improvement in the physical environment
- Quality / patient care, i.e. improved capacity to deliver an increased range of services in an integrated way; improved accessibility; ability to provide group work
- Improving staff wellbeing, i.e. significant improvement in the physical environment including staff facilities; safer working; significant improvement in morale
- Reducing inequalities, i.e. potential to target health inequalities; accessibility will be greatly improved within the facility
- Risk and harm, i.e. reduce the potential for risk and harm to patients, carers, visitors and staff by the provision of safe, modern, and fit for purpose buildings

**Question 8:**

(i) Who is intended to benefit from the policy/service development/other – is it staff, service users or both?

Staff

Service Users

Other, Please Identify

Other agencies e.g. Local Authority; Voluntary

(ii) Have they been involved in the development of the Policy/guidance/protocol/procedure/ service development/other?

Yes

No

(iii) If yes, who was involved and how were they involved? If no, is there a reason for this action?

Key stakeholders were identified from within NHS Fife, local authority and leaders from the local community, and were involved at key stages throughout the Strategic Assessment and IAD processes. List of stakeholders and their involvement is available on request.

- (iv) Please include any evidence or relevant information that has influenced the decisions contained in the SIA: (this could include demographic profiles, audits, research, published evidence, and health needs assessment, work based on national guidance or legislative requirements etc)-embed them into this section as pdf.

**Comments:** Further information and details available in the Initial Agreement Document



Kincardine  
IAD-18.05.17-finalv1.1

**Question 9: When looking at the impact on the equality groups, does it apply within the context of the General Duty or the Equality Act 2010 see below:**

In summary, those subject to the Equality Duty must have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity between different groups; and
- Foster good relations between different groups

Has your assessment been able to demonstrate the following: Positive Impact, Negative/Adverse Impact or Neutral Impact?

What impact has your review had on the following 'protected characteristics'	Positive	Adverse/ Negative	Neutral	Comments Provide any evidence that supports your answer for positive, negative or neutral including what is currently in place or is required to ensure equality of access.
<b>Age</b>	X			<b>South West Fife Locality (of which Kincardine is part of) data highlights the locality is expected to see the highest increase in the over 65's age group by 2026.</b>  <b>Will reduce the need for patients to travel from Kincardine to the 'sister' practice in Clackmannan, which is problematic as there is no direct bus route from Kincardine to Clackmannan. The journey requires a bus to Alloa then a change of bus to Clackmannan and the same for the return journey.</b>
<b>Disability</b> (including physical/sensory problems, learning difficulties, communication needs, cognitive impairment)	X			<b>New health centre premises / facilities will allow for better accessibility for disabled patients and wheelchair users; child friendly waiting areas; private waiting space to support patients and carers who are challenged by open spaces or exhibiting challenging behaviours.</b>
<b>Gender Reassignment</b>			X	
<b>Marriage and Civil Partnership</b>			X	
<b>Pregnancy and Maternity</b>	X			<b>Increased access to available rooms for visiting midwifery clinics / group work</b>
<b>Race/Ethnicity</b>			X	
<b>Religion/Faith</b>			X	
<b>Sex (male/female)</b>			X	
<b>Sexual Orientation</b>			X	

<b>Staff</b> (This could include details of staff training completed or required in relation to service delivery)	X			Enable different staff groups paths to cross. Staff want to feel safe in accessing and egressing the facility. Investment in information technology and teaching facilities as well as staff change, shower and communal staff room facilities
<b>Cross cutting issues:</b> Included are some areas of for consideration. Please amend/add as appropriate. Further areas to consider in Appendix 4				
<b>Carers</b>	X			Space in consulting rooms and waiting areas for carer or accompanying person. Private waiting space e.g. support for carers of autistic patients if they become agitated.  Multi-purpose room with adaptable furnishings to allow various group and 1:1 support
<b>Homeless</b>			X	
<b>Involved in Criminal Justice System</b>			X	
<b>Language/Social Origins</b>			X	
<b>Low income/poverty</b>	X			Access to integrated services. Potential to reduce health inequalities
<b>Mental Health Problems</b>			X	(Mental Health provided by NHS Forth Valley, though potential to discuss realigning services)
<b>Rural Areas</b>	X			South West Fife Locality is deemed second highest within Fife (30% compared to 18%) in terms of deprived access to a range of key services

**Question 10: If actions are required to address changes, please attach an action plan (from the service/program/project group or for specific actions) to this document.**

Action plan attached? See template for help as below.

Yes  No

Question 11: is a full EQIA required?

Yes  No

**Please state your reason for choices made in Question 11**

**No current identified adverse / negative impacts**

If the screening process has shown potential for a high negative impact you will be required to complete a full equality impact assessment.

<b>Date Standard EQIA Completed</b>	May 2017 (Revised September 2017)
<b>Date of next EQIA Review</b>	TBC
<b>Signature</b>	
<b>Department or Service</b>	West Division, Fife H&SCP
<b>Print Name</b>	Lorraine Cooper-King

Please keep a completed copy of this template for your own records and attach to any appropriate tools as a record of SIA or EQIA completed. Send copy to: [fife-UHB.EqualityandHumanRights@nhs.net](mailto:fife-UHB.EqualityandHumanRights@nhs.net)