

**LondonDeanery**

Equality and Diversity

# London Deanery Equality and Diversity Annual Report January 2012

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## FOREWORD

I am delighted to present the London Deanery Equality and Diversity Annual Report 2012. The Deanery has made good progress in ensuring that we not only meet our legal obligations under the Equality Act 2010, but also that we set ourselves challenging targets in making the Deanery a better place to work for staff and ensure equality and diversity is integral to all aspects of medical and dental education and recruitment.

I am especially pleased with the work of the Deanery Equality and Diversity Group. This group reports to the Deanery Board and Operational Management Group on progress and ensures senior management engagement on our equality and diversity programme of work.

The Deanery is going through significant organisational change and it is to the credit of staff that they have continued to work to the highest of standards through these challenging times. I am looking forward to building on the achievements of last year and setting new and challenging targets for the coming year.

Elizabeth Chan

Acting Managing Director

London Deanery Provider Shared Services

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## INTRODUCTION

London Deanery is responsible for postgraduate medical and dental training in London. Our job is to improve the quality of patient care by ensuring the supply of doctors and dentists who are educated, trained and motivated to play their part in a first class modern health service.

The purpose of this report is to provide information and set out the arrangements the London Deanery has made to achieve compliance with the Equality Act 2010. The report also demonstrates compliance with the General Medical Councils regulations on equality and diversity.

The Equality Act 2010 places a requirement on public bodies to demonstrate compliance with each part of the Public Sector Equality Duty (PSED). This requires public authorities to have due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and any other conduct which is unlawful under the Act 2010
- Advance equality of opportunity between people who share a protected characteristic and those who do not; and
- Foster good relations between people who share a protected characteristic and those who do not.

The PSED is also supported by two Specific Duties which are to:

- Publish information to demonstrate compliance with the Act by 31 January 2012 (and annually thereafter)
- Publish one or more equality objectives by 6 April 2012

This report has been written to meet the Specific Duty to publish information demonstrating compliance.

The Equality Act covers nine protected characteristics, which cannot be used as a reason to treat people unfairly. Every person has one or more of the protected characteristics, so the act protects everyone against unfair treatment. The protected characteristics are:

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

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Only the first part of the duty to eliminate discrimination, harassment and victimisation, applies to the protected characteristic of marriage and civil partnership.

The information the Deanery is required to publish must include information relating to persons who share a relevant protected characteristic who are:

- its employees
- other persons affected by its policies and practices.

This report provides information on:

- a. Governance
- b. London Deanery Single Equality Scheme 2010/13
- c. London Deanery Equality Delivery System
- d. Equality Impact Assessments/Equality Analysis
- e. Workforce
- f. Staff Education, Training and Development
- g. Medical and Dental Workforce Recruitment
- h. Profession Development Support Services

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## **GOVERNANCE AND ENGAGEMENT**

The Deanery has a clear decision making and engagement structure to ensure that issues of equality and diversity are embedded into the work of the Deanery.

### **Shared Services Management Group**

The Shared Services Management Group is responsible for making key decisions on Deanery Equality and Diversity strategy such as signing off the Deanery Single Equality Scheme 2010/13. The decisions are then passed onto the Deanery Operational Management Group for implementation.

### **Deanery Operational Management Group**

The Deanery Operational Management Group are responsible for implementing any equality actions decided by the Shared Services Management Group, such as implementing the action plan from the Single Equality Scheme. The Group will also make decisions on request emanating from the Deanery Equality and Diversity Group.

### **Deanery Equality and Diversity Group**

The Deanery Equality and Diversity group is responsible for developing a strategic overview of equality and diversity for the Deanery on the workforce, staff development and training and service delivery. The Group is chaired by a senior clinician and its membership consist of:

- Senior managers from departments of the Deanery
- A representative from the Deanery Staff Consultative Forum
- Representatives from trade unions and staff associations

### **Trade Unions and Staff Associations**

The Deanery engages with trade unions and staff associations on issues of equality and diversity such as equality impact assessments and works closely with them on consulting with staff, such as consultation on the Single Equality Scheme.

### **Deanery Staff Consultative Forum**

This Forum is made up of representatives from each department where issues or concerns of staff can discussed with management. There is a standing item on equality and diversity so that new initiatives can be communicated to staff and also for staff representatives to raise issues equality and diversity.

### **NHS London Equalities, Diversity and Human Rights Group**

This group is made up of equality lead officers from each of the directorates of NHS London. The aim of the group is provide a focus for ensuring NHS London deliver on its equality and diversity agenda. The London Deanery has a representative on this group to ensure a consistent approach to equality and diversity where appropriate.

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### **NHS London Equality Leads meeting**

This Group is chaired by NHS London and is made up of equality lead officers from across the NHS in Greater London. The aims of the group is to share good equality and diversity practice and to advance equality and diversity across NHS organisations in Greater London. London Deanery has a representative on this group to ensure a consistent approach to equality and diversity where appropriate.

### **Black, Asian and Minority Ethnic Staff Support Network**

The Deanery is supporting the development of the Black, Asian and Minority Ethnic Staff Support Network. Once this group is established an invitation will be sent to the Group to provide a representative to attend the Deanery Equality and Diversity Group meetings.

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# **LONDON DEANERY SINGLE EQUALITY SCHEME 2010/13**

## **Development of the Single Equality Scheme**

London Deanery developed its Single Equality Scheme (SES) during 2010. The Scheme was developed by engaging with a range of stakeholders and was followed by a comprehensive consultation exercise.

## **Stakeholder involvement**

The Deanery met with a number of universities, NHS and public and voluntary sector organisations in developing the SES to benefit from their experience of identifying key issues and identifying best practice in consultation.

## **Evidence and information**

Evidence and information used to inform the SES was gathered from:

- London Deanery Equality Impact Assessments
- London Deanery Workforce Information
- 2009 Staff Survey
- London Deanery Equality Scheme 2007/9

## **Consultation**

The consultation took place over a 3 month period in 2010. The consultation used a range of methods to gain feedback from its stakeholders including:

- Online survey form
- Meeting with staff side associations/unions
- Focus group meetings with staff
- Meeting with Staff Consultative Forum
- Articles in the Deanery Digest
- Links to the online survey, sent to public and voluntary sector organisations/experts covering race, gender, disability, age, sexual orientation, religious/beliefs and gender re-assignment
- Information provided to Unions/Staff Associations
- Information provided to Deanery Equality Manager

London Deanery commissioned the Royal Association for Disability Rights (RADAR) to ensure that disabled individuals and organisations promoting the rights of people with disabilities were positively engaged in the development of the Scheme. RADAR also facilitated a consultation workshop on the Scheme for people with disabilities and Disability Consultants.

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## **Strategic priorities and Single Equality Scheme Action Plan**

The Deanery established three strategic priorities for equality and diversity. These are:

- Build the capacity, knowledge, understanding and commitment of all staff to lead the Deanery in becoming an exemplar organisation on equality, diversity and human rights.
- Improve Deanery equality data, in order to understand more about the issues that people across our policy sectors face, so that we can better address disadvantage and inequality amongst our staff, medical and dental trainees and monitor and review progress and measure success.
- Increase the involvement of under-represented groups in all Deanery internal and external programmes, policies and services and employment and learning and development activities.

These priorities were supported by an Action Plan 2011/12. Progress on completing the actions is monitored by the Deanery Equality and Diversity Group and reports on progress are provided to the Deanery Operational Management Group and Board. Details on progress of the Action Plan are available on the Equality and Diversity page, contained on the London Deanery website.

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## LONDON DEANERY EQUALITY DELIVERY SYSTEM

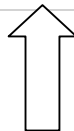
In September 2011, the Shared Services Management Group adopted the NHS Equality Delivery System (EDS) developed by the NHS Equality and Diversity Council, The EDS is a Performance Management framework aimed at continuous improvement on equality and diversity in NHS and health related public sector organisations and commissioning bodies. The EDS will also support compliance with the Equality Act 2010.

The EDS consists of four objectives which focus on better health outcomes, improved patient access, empowered and included staff and inclusive leadership. Each objective has a number of outcomes. The Deanery has modified some of the objectives to better reflect the work we undertake, the revised objectives are:

<b>1. Medical and Dental Workforce Recruitment</b>
<b>2. Professional Development</b>
<b>3. Empowered, engaged and included staff</b>
<b>4. Inclusive leadership at all levels</b>

For each EDS outcome, there are four grades, and a RAG “plus” rating, to choose from;

Excelling – **Purple**  
Achieving – **Green**  
Developing – **Amber**  
Undeveloped - **Red**



Progress on equality and diversity outcomes are made using a colour rating system, with purple being ‘excelling’. Each rating is decided by engagement with staff, trade unions and staff associations, management and other groups of interest, based on evidence provided. Ratings are made each year.

Engagement with groups to decide the ratings will commence in mid January 2012 to the end of February 2012. The 2011 Staff Survey will also provide further information on deciding ratings.

The Equality Act 2010 requires the Deanery to prepare and publish one or more equality objectives by 6 April 2012. The Deaneries equality objectives will be developed around the objectives of the NHS EDS and will be presented to the London Deanery Board in March 2012 for decision.

The London Deanery Equality Delivery System will be supported by a detailed Action Plan 2012/13 to ensure that we make progress on delivering agreed outcomes. Details of the Action Plan will be published on the Equality and Diversity page, on the London Deanery website.

# EQUALITY IMPACT ASSESSMENTS/ EQUALITY ANALYSIS

## Equality Impact Assessments/ Equality Analysis

The London Deanery has made good progress on undertaking equality impact assessments and equality analysis across the organization. During 2011 we provided Equality Impact Assessment Training for senior staff and a further course is being provided in February 2012.

During 2010, we undertook an equality analysis on 23 employment policies; during 2012/13 we will undertake a further review of these policies to ensure they are consistent with the Equality Act 2010 and other changes in employment law. Also in 2010 the Deanery undertook a comprehensive assessment on London Deanery Equality Impact Assessment: Age, Gender and Ethnic Origin of Trainee Doctors in London (2010). Table 1 provides a list of all equality impact assessments and equality analysis completed during 2011/2012.

**Table 1: Equality Impact Assessments completed 2011/2012**

Title	Department
Language and Communication Resource	Professional Development Department
Flexible Training	Educational Resources
Medical and Dental Workforce Recruitment Procedure	Medical and Dental Workforce
Coaching and Mentoring	Professional Development Department
Learning and Development	Human Resources
Medical and Dental Education Commissioning: Framework for Managing Change	Human Resources
London Commissioner Medical and Dental Education Phase 1	Human Resources
London Deanery Framework for Managing Change (October 2011)	Human Resources
Information Technology for new starters and Reasonable Adjustments	IT Services

**Table 2: Equality Analysis Completed 2011/12**

Title	Department
Deanery Boards and Committees	Quality & Committee Services
Supporting Trainees with a Disability	Medical Workforce

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## WORKFORCE

Deanery workforce data is reported to the Deanery Operations Management Group each month and annually to the Deanery Board. Appendix 1 contains a detailed analysis of the workforce.

In general the Deanery workforce reflects the diverse population of Greater London. Female staff are well represented in middle and senior management positions and make up 60% of the overall workforce. Black and Asian staff are under-represented in middle and senior management, but their overall representation is similar to the population of Greater London.

There is insufficient information on disability and sexual orientation. This will be addressed by a staff information exercise in March 2012.

### **Equality Workforce Data: Areas for further development**

There are a number of areas that the Deanery do not currently collect data on related to its workforce. The following outlines how these gaps will be addressed during 2012/13:

- Human Resources to develop guidance for supporting transsexual staff
- Human Resources to undertake analysis of applications for selected posts and success rates for different groups
- Review of the Human Resources database to enable greater interrogation of information

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# STAFF EDUCATION, TRAINING AND DEVELOPMENT

## Learning and Development

The purpose of Learning and Development is to ensure all staff are equipped to make the best possible contribution to the London Deanery. This is done through the support and provision of guidance regarding personal and professional development. In turn, this helps to improve the London Deanery's overall effectiveness and ability to deliver the business plan.

### What do we do?

The Learning and Development department provides education, development and learning opportunities for staff and to meet organisational needs. These opportunities can be broken down into four categories:

- Mandatory training
- Training for Managers
- Professional qualifications
- Short courses and interventions

### Numerical information and analysis

**Table 1** shows that a total of 216 staff, in admin and management grades, went on a learning and development event. An event could be a training day, attendance at a conference etc. A higher proportion of women, 75% (in admin and clerical grades) went on an event than male staff 25%, in the same grade. This is similar to their proportion in the same grade. LO3 is the lowest grade.

**Table 1: Gender 'Training' Uptake Grades LO3-10 Admin and Manager Grades October 2011**

Gender	Admin and Manager Grades L03 – 10
Female	75% (162)
Male	25% (54)
Total	100% (216)

**Table 2** shows the uptake of training courses by Ethnicity. An initial assessment shows that training uptake broadly reflects the ethnic balance of the workforce. A more detailed analysis is contained in the equality impact assessment which did not reveal significant differences on the types of courses attended by ethnicity. Given the under-representation of BME staff in senior and middle management positions under-representation is shown in training aimed at managers.

**Table 2: Ethnicity 'Training Uptake' Grades LO3-10 Admin and Manager Grades October 2011**

<b>Ethnicity</b>	<b>Admin and Manager Grades L03-10 Training uptake</b>	<b>Admin and Manager Grades L03-10 in the workforce</b>
<b>Asian</b>	<b>28 (12.3%)</b>	<b>12.4 %</b>
<b>Black</b>	<b>27 (11.9%)</b>	<b>10.2 %</b>
<b>Blank</b>	<b>8 (3.5%)</b>	<b>4.2 %</b>
<b>Chinese</b>	<b>3 (1.3%)</b>	<b>1.8 %</b>
<b>Mixed</b>	<b>11 (4.8%)</b>	<b>3.5 %</b>
<b>White</b>	<b>150 (66.1%)</b>	<b>67.8 %</b>
<b>Total</b>	<b>227 (100%)</b>	<b>100%</b>

### **Gaps in information**

The Equality Act 2010 allows an employer to take positive action for a group with a protected characteristic. Given the under-representation of BME staff in middle and senior admin and management grades the Deanery will be considering what training and learning interventions using positive action will be most effective in addressing this issue.

### **What actions have Learning and Development taken to meet the Public Sector Equality Duty?**

#### **Equality and Diversity Training**

Equality and Diversity training has been mandatory for all staff since 2008, to date 89% of the workforce has received this training. The Deanery now provides its own in house equality and diversity training and there are two courses. The one day course is for new staff joining the Deanery and the second course is a half day refresher course for staff that last had training on equality and diversity over three years ago. Feedback on this training has been excellent. The aims of the one day course has been to:

- Raise the awareness of staff on issues of equality and diversity
- Raise awareness of staff responsibility under the Equality Act 2010
- Raise awareness of London Deanery's approach and commitment to equality and diversity

#### **Foster good relations between groups with different protected characteristics**

London Deanery has undergone significant organisational change and re-structuring during the past two years which has presented a challenge for staff.

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Staff have been supported through this organisational change through regular staff briefings and news updates. Learning and Development have provided staff with a range of skills based training to equip them with new skills and meet development needs where they have concerns. This training has included:

- Statement writing
- Interview techniques and skills
- Change sessions
- Other support to individuals and groups

### **Equality Impact Assessment Learning and Development 2011/12**

The Deanery has undertaken an equality impact assessment on Learning and Development in the Deanery; an action plan has been developed and will form part of the Deanery Equality Delivery System Action Plan 2012/13.

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# MEDICAL AND DENTAL WORKFORCE RECRUITMENT

## Medical Workforce Department

London Deanery is responsible for postgraduate medical and dental training in London. Our role is to improve the quality of patient care by ensuring the supply of doctors and dentists who are educated, trained and motivated to play their part in a first class modern health service.

In short, we recruit people from medical schools who wish to train to become a doctor, dentist or other specialism within the medical profession. If successful, they undertake paid placements with different hospitals and other health organisations over a prolonged period of time (e.g. 7 years to qualify as a doctor) until they qualify. The Deanery works with other professionals to ensure a high quality of training and education for trainees.

## What do we do?

### The Medical Workforce Department

- Works with Heads of School Boards to manage postgraduate medical and dental education training programmes
- Works with Heads of School Boards to implement national policies on postgraduate medical and dental education, and workforce planning and development
- Maintains a database of doctors and dentists in training
- Ensures equality of opportunity in the recruitment of medical and dental specialty trainees and progress through training programmes
- Ensures that the performance and progress of all doctors and dentists in training is regularly, reliably and fairly assessed and recorded
- Facilitates training for those with special needs

## Numerical information and analysis

Each year the department recruits around 1500 new medical and dental trainees, with recruitment taking place twice a year. The first round of recruitment in 2011 was completed in May and the following tables give a breakdown on the ethnicity, gender, age and disability of successful applicants.

Table 1: provides a breakdown of successful applicants by ethnicity.

## Numerical information and analysis - Statistics

**Table 1: Ethnic Origin**

<b>ETHNIC ORIGIN</b>	<b>Total</b>
ASIAN OR ASIAN BRITISH - Any other Asian background	64
ASIAN OR ASIAN BRITISH - Bangladeshi	7
ASIAN OR ASIAN BRITISH - Indian	223
ASIAN OR ASIAN BRITISH - Pakistani	132
BLACK OR BLACK BRITISH - African	46
BLACK OR BLACK BRITISH - Any other Black background	6
I do not want to disclose my ethnic origin	33
MIXED - Any other mixed background	23
MIXED - White & Asian	14
MIXED - White & Black African	4
MIXED - White & Black Caribbean	1
OTHER ETHNIC GROUP - Any other ethnic group	48
OTHER ETHNIC GROUP - Chinese	52
WHITE - Any other white background	127
WHITE - British	186
WHITE - Irish	9
<b>Grand Total</b>	<b>975</b>

Table 2 shows that more males were successful than females in their applications.

**Table 2: Gender**

<b>GENDER</b>	<b>Total</b>
Female	453
I do not wish to disclose	1
Male	521
(blank)	1
<b>Grand Total</b>	<b>975</b>

Table 3 shows that the majority of successful applicants were in the 25-29 and 30-34 age ranges.

**Table 3: Age**

<b>Age Band</b>	<b>Total</b>
20 - 24	16
25 - 29	454
30 - 34	314
35 - 39	129
40 - 44	53
45 - 49	4
50 - 54	4
60 - 64	1
<b>Grand Total</b>	<b>975</b>

Table 4 shows that only 16 successful applicants declared a disability.

**Table 4: Disability**

<b>DISABILITY</b>	<b>Total</b>
I do not wish to disclose whether or not I have a disability	6
No	953
Yes	16
<b>Grand Total</b>	<b>975</b>

The Medical Workforce Department, in November 2011, managed a total of 9552 trainees. The ethnicity, gender, age and disability profile of these trainees are broadly in line with profiles of medical and dental staff contained in the Department of Health Annual Census.

### **Gaps in information**

We have limited information on religion / belief and sexual orientation which we will be looking to improve during 2012/13. Only 37 of all current trainees declared a disability and we are seeking to identify the reasons why applicants and trainees are reluctant to declare this information. Information on disability is not collected in the Annual Census but London Deanery intends to improve declaration rates in 2012 and beyond.

### **What actions have Medical Workforce taken to meet the Public Sector Equality Duty?**

During 2009/10 London Deanery commissioned a comprehensive equality impact assessment on the 'Age, Gender and Ethnic Origin of Trainee Doctors in London: Agencia Consulting Ltd 2010'. Amongst the findings was that the traditional predominance of male trainees in medicine was changing towards equality between the genders and that the profile of London Deanery trainees is more ethnically diverse than the general British population. There continues to be concern over the low numbers of British born African and Caribbean trainee applicants and applicants with a disability.

A further equality impact assessment has been undertaken on the departments recruitment to medical and dental specialty training. The results of this assessment will be published in January 2012.

We have also reviewed our procedures around supporting trainees with a disability from the stage of application for training and throughout the duration of training. This is contained in a new policy document 'Supporting Trainees with a Disability' and is available from the Deanery website.

All Disabled applicants for training programmes are offered a guaranteed interview if they meet the essential criteria as detailed on the person specification.

Where requested, the deanery will make adjustments to accommodate disabled applicants attending an interview, past adjustments have included:

- Extra time for reading and writing for dyslexic candidates
- Arranging for disabled car parking to be available
- Modifying the set up of interview rooms to accommodate deaf candidates

If a disabled candidate is appointed, the deanery will facilitate any adjustments required at the first workplace and on rotation to another placement.

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Where necessary, the Head of School Board will meet with the disabled trainee to discuss any particular requirements. If a trainee does experience difficulties, he / she will be seen by the Head of School Board to solve the problem.

Where necessary, the Exceptional Training budget will be used to fund a supernumerary placement for a disabled trainee.

Disabled trainees will be eligible to apply for less than full time training.

Where requested, prayer rooms are made available for candidates attending for interview.

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## **PROFESSIONAL DEVELOPMENT SUPPORT SERVICES**

The Deanery is committed to providing professional support for doctors throughout their medical career as at all stages there are considerable professional challenges inherent in having clinical responsibility for patient care. And doctors in training may face additional pressures such as working in parts of the country where they have few personal links, having to adapt to relatively frequent changes in rotations and studying for demanding professional examinations.

Doctors (like anybody else) can also be affected by events taking place in their life outside of work so significant out-of-work challenges such as the establishment (or break-up) of long-term partnerships, starting a family, assuming caring responsibilities for aging parents, and coping with bereavement can all effect how a doctor manages their clinical responsibilities.

For all these (and doubtless many other) reasons, doctors sometimes find themselves in need of professional support. However, a 'one-size fits all' approach isn't appropriate, because of the diversity of support needs that different doctors may have. For this reason, London Deanery has established a number of different services, in order to ensure that London doctors are adequately supported.

### **Coaching and Mentoring**

The Deanery Coaching and Mentoring service aims to enhance the careers of NHS doctors and dentist in London in line with evidence based best practice in coaching and mentoring. Central concepts are that mentees have to apply voluntarily and that the service is entirely confidential and free to key groups of doctors and dentists.

#### **What do we do?**

The service is responsible for the recruitment of coach-mentors and their training and ongoing development. We are also responsible for the recruitment of mentees and facilitate their matching with an appropriate mentor.

#### **Numerical information and analysis**

The Coaching and Mentoring Service was launched in 2008 and a major review of the service took place in 2010 named 'The First Five Hundred: A Report on London Deanery's Coaching and Mentoring Service 2008-2010'.

Females made up 62% of applicants for mentoring (2010), 52% were white and the remainder from a variety of minority ethnic backgrounds; 75% were aged 40 or less.

Women made up 55% of those trained to become mentors, and 60% of those actively mentoring. People who identified as white made up 68% of mentors, the remainder were from a wide range of ethnic backgrounds, reflecting the demographics of London's GPs and consultants. Nearly half of the trained mentors were GPs. The rest were from a wide range of specialties.

#### **Gaps in information**

Information is not collected on all protected characteristics; the Deanery will be reviewing which characteristics will provide the most meaningful data where action can be taken to improve the service.

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## **What actions have the Coaching and Mentoring Scheme taken to meet the Public Sector Equality Duty?**

The Deanery Coaching and Mentoring Scheme being a centrally led service has resulted in benefits to healthcare in London including:

- Ensuring equality of access for mentees across London
- Ensuring equality of access to coaching skills training opportunities for doctors and dentists across London
- Enabling doctors and dentists from diverse backgrounds to maximize their potential
- Requiring all mentors to have evidence of having undertaken recent equality and diversity training

Since the scheme was launched, more than 1100 trainees, newly qualified consultants, GPs and Staff, Specialty and Associate Specialist grade doctors and dentists have accessed the service; over 400 clinicians have been trained in coaching and mentoring skills, and over 40 mentors are undertaking a Certificate or Diploma in Executive Coaching and Leadership Mentoring.

Evaluation of the service has confirmed that mentors were highly satisfied with the quality of training and supervision they had received and reported benefits to their own behaviors, including patient care, as a result of the experience.

On 23 June the Deanery Coaching and Mentoring won the National Leadership and Innovation Agency for Healthcare award for best learning and development strategy as part of the 2011 HPMA Awards.

The Deanery will be developing equality and diversity outcomes for Coaching and Mentoring for the 2012/13 London Deanery Equality Delivery System Action Plan.

## **Language and Communication Resource Unit (LaCRU)**

LaCRU is a unit within London Deanery that provides programmes and resources for doctors to develop their English language and communication skills and deepen their ability to work effectively with patients, their families, and other professionals. The programme is available to all doctors and dentists working in London who feel a need to improve their language and communication skills or wish to further enhance their current skills and abilities. This is a new service which started in Autumn 2010.

LaCRU's aims are to support:

Development of communicative competence - to contribute to patient safety by helping international medical graduates, doctors from the European Union and other specialist groups of doctors to improve their English language and communication skills

Development of cultural competence - to provide an understanding of cultural and ethical differences between various cultures and countries and to discuss and identify useful adaptations for the consultation

Enhanced professionalism - to discuss expectations of doctors in the UK and to contribute to deep learning and attitudinal shifts in their way of working

Continuing Professional Development - to help doctors from abroad to develop an understanding of CPD in the UK, develop appropriate professional development plans and to fulfill their career aspirations and potential within the NHS

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Integration of doctors from outside the UK into the National Health Service - particularly through peer group learning and support

### **Numerical Information and analysis**

The following provides information on successful applicants for 2011/12. More males (92) than females (71) applied to the programme.

<b>Ethnicity</b>	<b>Number</b>
Asian: Indian:	35
Asian: Other:	50
Black/Black British: African:	13
Black/Black British: Caribbean:	1
Chinese/Other Ethnic: Chinese:	5
Chinese/Other Ethnic: Other:	1
Mixed: Other:	4
Mixed: White & Asian:	1
Mixed: White & Black African:	3
White: English:	4
White: Irish:	1
White: Other:	40
Undisclosed:	5

### **Gaps in information**

Information is not collected on all protected characteristics. The Deanery will be reviewing which characteristics will provide the most meaningful data where action can be taken to improve the service.

### **What actions have the Language and Communication Resource Unit taken to meet the Public Sector Equality Duty?**

The training modules which LaCRU provides aim to remove potential barriers faced by medical professions from the European Union and other countries outside the European Union, as well as UK Medical Graduates who may be struggling in certain areas of their communication skills. These barriers could relate to:

- Language needs
- Cultural differences
- Communication skills needs

By removing any potential barriers, participants in the programme are further enabled to develop within their careers and will develop the tools they need to communicate confidently with their patients and other professionals.

The training modules also foster good relationships with other groups who do not share a protected characteristic, as they are open to any trainee or doctor who is eligible to apply. Those who recognise a need to develop their language and communication skills, and/or cultural competence will benefit from taking part in the LaCRU programme.

The Deanery will be developing equality and diversity outcomes for LaCRU for the 2012/13 London Deanery Equality Delivery System Action Plan.

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## **Educational Resources - Flexible Training**

### **What do we do?**

Medical trainees will sometimes find themselves in situations where adjustments need to be made to their full time training. Increasingly flexible training is being used to provide this adjustment and also to achieve a better work life balance.

London Deanery accepts applications from London Trusts for financial support for Flexible training for trainees. Applications can be made on statutory grounds e.g. maternity or discretionary grounds. London Deanery also operates a retainers' scheme. This is for a maximum of 12 months and is only accessible to doctors in training who have a crisis situation in their personal life (for example, a terminally ill partner or child).

### **Numerical information and equality analysis**

In December 2011 there were 939 flexible trainees (up from 788 in April 2010). Four trainees were working flexibly on non-statutory grounds.

Equal opportunity information has been gathered but only limited analysis has taken place. The recording process is being amended and we are now dating and noting the category of training (i.e. statutory or non-statutory). This was started in August 2011 so a full year's analysis will be available in August 2012.

### **Gaps in information**

Information is not collected on all protected characteristics, the Deanery will be reviewing which characteristics will provide the most meaningful data where action can be taken to improve the service.

### **How has Flexible Training met the requirements of the Public Sector Equality Duty**

London Deanery flexible training scheme cannot ensure equality of opportunity for trainees in employment, as this is a duty for the trust/employer where the trainee works. However, the Deanery supports trusts financially in their efforts to ensure equality of opportunity and allow them to agree to requests for flexible working from as many doctors in training as possible.

The vast majority of applicants for flexible training are women and most grounds for a request is caring responsibilities for a child. The additional financial support offered by London Deanery's flexible training funding to trusts provides a tangible benefit for female doctors to continue training in the career of their choice. Caring for a child or adult dependent should not become a barrier to continuing with a medical career and neither should it place obstacles in the way of a doctor in training accessing teaching sessions, clinics, surgery lists or any other opportunities available to their full-time colleagues.

Flexible training can foster better relationships between groups in three ways:

- A. Between groups of flexible trainees. Doctors in training who qualify for flexible training on different grounds will probably find they have shared experiences with groups with whom they may not have otherwise had contact or empathy with.
- B. Between flexible trainees and their patients. Medicine should be holistic and the care of a patient wider than clinical treatment alone.

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Flexible trainees who are accommodating intensive work training, professional exams and their own life issues may have more insight into the support needed for patients because of the compromises they, the flexible trainee, have made in order to continue working.

C. Between flexible and full-time doctors in training. London Deanery's Flexible Training team send a 'Leaving Questionnaire for Flexible Trainees' to any trainee who leaves the flexible training scheme. Some responses from trainees have highlighted that they find having time away from medicine to be with their family or to pursue an outside interest has developed their reflective learning skills and given them time and opportunity to think about their work experiences and education. Some flexible trainees feel that this has added to their skills as a clinician. Full-time doctors in training may find their flexible colleagues act as an extra resource because of the way in which they are approaching their learning and education as a doctor in training.

As part of developing the Flexible Training Scheme the London Deanery undertook an Equality Impact Assessment during 2011 to assess the impact of the scheme on individuals, details on the assessment can be found on the Deanery Equality and Diversity webpage.

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## **CONCLUSION AND THE WAY FORWARD**

The Deanery has made significant progress on implementing its equality and diversity programme. There is now a clear framework for making progress with engagement from the Shared Services Management Group, the establishment of the Deanery Equality and Diversity Group, engagement with staff and the implementation of the Single Equality Scheme and development of the Equality Delivery System.

However, we are clear that more needs to be done especially in an environment of structural change for the Deanery and maintaining high quality services in the field of medical and dental education.

# APPENDIX 1: DEANERY WORKFORCE SEPTEMBER 2011

## OVERVIEW

The Deanery employs 434 staff. The Deanery uses four different pay scales for staff. Table 1 gives a breakdown of staff in each pay scale:

Table 1 Staff by Pay scale

Pay Scale	Number
AO & LO (Admin and Management)	264
DEEDUCATOR (Dental Qualified Educators)	19
GPEDUCATOR (General Practitioner Qualified Educators)	144
NHSCONSNEW (Hospital Consultant Educators)	7

The majority of staff employed by the Deanery are employed in Admin and Management pay scale (264), followed by the General Practitioner Qualified Educators Pay scale (144). To preserve the identity of staff in Dental Qualified Educators and Hospital Consultant Educators pay scales, no further analysis will be undertaken because of the small numbers involved.

## GENDER

Overall, the Deanery employs 261 (60.1%) female staff and 173 (39.9%) male staff.

Table 2 shows that the majority of staff in Admin and Management Pay scales are females (72.3%) and that slightly more males (53.5%) are employed in General Practitioner Qualified Educators Pay scales.

Table 2 Gender by pay scales

GENDER	Admin and Management	General Practitioner Qualified Educators
Female	191 (72.3%)	67 (46.5%)
Male	73 (27.7%)	77 (53.5%)
Total	264 (100%)	144 (100%)

As female staff make up 60% of the workforce, they are over-represented in grades LO4 to LO6/07.

Table 3 Gender by Admin and Management Pay scales

GENDER	L02-03	LO4	LO5	LO6
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Female	*	76.7%	89%	71.5%
Male	*	23.3%	11%	28.5 %
Total	*	100%	100%	100%

\* No information given as low percentages could identify individuals

Table 4 Gender by Admin and Management Pay scales

GENDER	L06/07	LO7	LO8	LO9	LO10b
Female	75%	62.5%	68%	64.7%	*
Male	25%	37.5%	32%	35.3%	*
Total	100%	100%	100%	100%	*

\* No information given as low percentages could identify individuals

## ETHNICITY

Approximately 22 (5.1%) staff did not state their ethnicity, this is an improvement on the previous year's figure of 15% non declaration.

The Deanery has a fairly diverse workforce in relation to the London Population.

Table 5 Ethnicity by Total Deanery Workforce and London Population by Ethnicity (Office for National Statistics, 2007, estimates)

	Asian	Black African/Caribbean	Chinese	Mixed Heritage	White	Other Ethnicity	Undeclared	Total
Deanery	22.1% (96)	8.3% (36)	2.1% (9)	2.5% (11)	59.9% (260)	0.0%	5.1% (22)	100% (434)
London population	13.3%	10.7%	1.5%	3.5%	69%	2%	0%	100%

## Under-representation of Asian and Black staff at middle and senior management grades in Admin and Management Pay scales

Table 7 provides an overview of staff in Admin and Management Pay scales, grades LO3 to 10.

Table 7 Ethnicity of Deanery staff LO3-10 in post

	Asian	African/Caribbean	Chinese	Mixed Heritage	White	Undeclared
2010	12%	9%	2%	4%	69%	4%
2011	13%	11%	2%	4%	66%	4%

There were no Black or Asian staff in either grades LO9 or LO10B, there was a combined total of 20 staff in these grades.

There was a total of 50 staff in grade 8, 10% of staff were Asian and 6% were Black African/Caribbean.

Information on grades LO6 to LO7 are given below in percentages.

Table 8 Ethnicity by Admin and Management Pay scales

Ethnicity	LO6	LO6/7	LO7
Asian	6.12%	16.7%	6.2%
Black Caribbean/African	20.5%	0%	*
White	65%	79%	78%

\* Information on some grades and ethnicities has been left out to protect the identity of individuals because of the low numbers.

### Ethnicity and General Practitioner Qualified Educators Pay scales

Table 9 shows an over-representation of Asian staff in this pay scale, information on other ethnic groups has been left out to protect the identity of individuals because of the low numbers involved.

Table 9 Ethnicity and General Practitioner Qualified Educators Pay scales

Ethnicity	Number
Asian	47 (32.6%)
White	76 (52.8%)
Not declared	10 (6.9%)

### Age

The Deanery employs staff from a wide age range as shown in Table 8 below.

Table 10 Age Range of all Deanery staff

16-24 years	25-34 years	35-44 years	45-54 years	55 years +
3.7%	28.8%	21.4%	26.3%	19.8%