Blackpool Fylde & Wyre Hospitals NHS Trust is developing its Disability Equality and Gender Equality Schemes, which will show how they will promote equality for all groups of people. Blackpool Fylde & Wyre Hospitals NHS Trust is committed to promoting equality and challenging all forms of discrimination in employment and in access to its services.

The Trust is keen to get views from all staff on their experience of working with us. We have produced a questionnaire to find out your experiences of employment at the Trust. Any information you give us is anonymous and will only be used to help us produce our Disability Equality and Gender Equality Schemes and improve services for staff and job applicants.

However, this is an ongoing process and if you would like to give your feedback on our Schemes, please give us your contact details at the end. Any information you give us will still be kept strictly confidential.

If you consider yourself to have a disability (see part 1), or have had problems as a result of your gender (see part 2), or both please take 10 minutes to fill in the questionnaire and send it to the address below.

(Many people who do not consider themselves to be disabled may be covered by the Disability Discrimination Act 1995 (DDA) because they have a health condition that has an impact on their lives. See guidance notes below.)

If you would like this questionnaire in large print or in other formats, or if you have any queries please contact:

Tina Daniels on (01253) 306899
Fax: (01253) 306762
Email: tina.daniels@bfwhospitals.nhs.uk
PART 1 Disability Section

GUIDANCE NOTES

1. Definition of disability
Under the DDA, a person is deemed to have a disability if they have:
‘a physical or mental impairment, which has a substantial and long-term adverse effect on their ability to carry out normal day to day activities’.

The term ‘substantial’ is defined as meaning more than minor or trivial. ‘Long term’ under this legislation means either to have lasted for 12 months or be expected to last for 12 months or more.

‘Normal day to day activities’ are stated as:
- Mobility
- Manual dexterity
- Physical co-ordination
- Continence
- Speech, hearing or eyesight
- Perception of the risk of physical danger
- Ability to lift, carry or otherwise move everyday objects
- Memory or ability to concentrate, learn or understand

Generally speaking the impairments covered include:
- Sensory impairment
- Physical disability
- Learning disability
- Learning difficulty (including Dyslexia)
- Mental health issues
- Severe disfigurement
- Conditions controlled by medication or equipment, where the treatments remove the effect of the condition but do not remove the condition itself. E.g. insulin dependent diabetes; a pacemaker.
- Progressive illnesses including multiple sclerosis, cancer, HIV/AIDS
- Those who have had a disability in the past, even if they no longer have that condition

2. ‘Reasonable Adjustments’
The Trust has a duty to provide reasonable adjustments for disabled employees if they are disadvantaged in the workplace. Examples of reasonable adjustments are: making adjustments to the premises; re-allocating some duties; being flexible about working hours; providing a reader or interpreter or installing equipment. This is not a complete list however, and adjustments should be considered for the individual.
1. When you applied to the Trust, were there any barriers that made it difficult for you to apply? For example, application forms in an inaccessible format or lack of access in the interview?

2. Is there anything the Trust could do to make this application process easier or more accessible for disabled people?

3. Was the induction and training process accessible for you?

4. Have you disclosed your disability to the Trust?
   Yes  No

5. If No, what was your reason for not disclosing your disability?

6. Is there anything the Trust could do to encourage staff to disclose a disability?

7. Have you received any ‘reasonable adjustments’ you may need in order to carry out your role? For example, induction loop, bigger computer screen, adjustment of working hours, relocation of premises to accessible area, signer, information in accessible format – eg Braille, audio (Please see guidance notes above for more information on ‘reasonable adjustments’.)
8. If not, please outline why:

9. Is there anything the Trust could do to raise awareness of the availability of 'reasonable adjustments'?

10. Are all the services available for staff, accessible for you?

11. Have you received support from your manager regarding your disability?

12. What does the Trust do well for its disabled staff?

11. What would you change to make the Trust better for its disabled staff?
PART 2 Gender Section

The Scheme is a statutory obligation under the Gender Equality Duty, the purpose of which is to:

- eliminate unlawful discrimination and harassment
- achieve equality of opportunity between women and men

Information from this questionnaire will help in the development of the Trust's Action Plan, which will be published as part of the Single Equality Scheme being developed to incorporate Race, Disability and Gender Schemes.

A copy of the Gender Equality Duty Code of Practice for England and Wales can be obtained from the Equal Opportunities Commission, 36 Broadway, London, SW1H 0BH. Email: info@eoc.org.uk Fax: 0207 222 2771 Tel: 0207 222 1110 or from the link below

1. Do you think there are any issues relating to gender in the following?

**Recruitment Process**

Yes/No

If yes, what do you think are the causes of these issues and how do you think they could be addressed/improved?

**Access to work experience /honorary placements**

Yes/No

If yes, what do you think are the causes of these issues and how do you think they could be addressed/improved?

**Promotion**

Yes/No

If yes, what do you think are the causes of these issues and how do you think they could be addressed/improved?

**Training and Development**

Yes/No

If yes, what do you think are the causes of these issues and how do you think they could be addressed/improved?
Bullying and Harassment

If yes, what do you think are the causes of these issues and how do you think they could be addressed/improved?

Flexible Working

If yes, what do you think are the causes of these issues and how do you think they could be addressed/improved?

Access to people friendly initiatives, eg career breaks, carers/ parental leave, Childcare vouchers,

If yes, what do you think are the causes of these issues and how do you think they could be addressed/improved?

Trust Policies and Procedures

If yes, please give details, together with what you think are the causes of these issues and how you think they could be addressed/improved?
How our policies and practices support our transgender staff? Yes/No

If yes, please give details, together with what do you think are the causes of these issues and how you think they could be addressed/improved?

Other issues not covered in the above questions Yes/No

If yes, please give details, together with what do you think are the causes of these issues and how you think they could be addressed/improved?

2. Are there any other comments you would like to make not covered by the questionnaire?

Thank you for your help. Please return your survey to Tina Daniels, HR Manager, Human Resources Department, Victoria Hospital, Whinney Heys Road, Blackpool FY3 8NR by (INSERT DATE)
If you would be interested in participating in a focus group to discuss issues raised by staff please add your name and contact number below:

Name…………………………………  Tel No…………………………

Gender:

† Male † Female

Age:

† 16-19  † 20-29  † 30-39  † 40-49
† 50-59  † 60-65  † Over 65

Band/Grade:

Ward/Department/Location

Do you have a disability?

† Yes † No

How would you describe your ethnic origin? Please tick appropriate box. Please note that descriptions below do not relate to your nationality.

† White British  † White Irish  † White Other
† Mixed White & Black Caribbean  † Mixed White & Black African  † Mixed White & Asian
† Mixed Any other mixed background  † Asian / Asian British Indian  † Asian / Asian British Pakistani
† Asian / Asian British Bangladeshi  † Asian / Asian British Any other Asian  † Black / Black British Caribbean
† Black / Black British African  † Black / Black British Any other Black background  † Chinese
† Any Other Ethnic Group
If you would like to receive a copy of our draft Single Equality Scheme in order to give us your views, please fill in your details below.

Name:

Email address:
Telephone number:

Alternatively you can email us separately on set up separate email address

Please print off the questionnaire and return it to:

Tina Daniels, HR Manager, Trust HQ Victoria Hospital

    Many thanks for taking the time to complete this questionnaire.