

Clatterbridge Centre
for Oncology NHS
Foundation Trust

Name of Policy
Induction Policy
What is the aim of the policy?
To ensure that all employees receive a valuable and effective induction into the Trust
NOTE - Quote directly from policy documentation.
What outcomes do we want to achieve for this policy or function, & for whom?
NOTE - Wherever possible in responding to these questions, be specific, & name organisations, individuals &/or equality categories: Race, Gender, Age, Disability, Religious &/or Sexual Identity.
Who are the key stakeholders in the policy?
All medical and non medical staff, including volunteers Staff employed by the Trust who are working at a different site All temporary staff
Who is intended to benefit from this policy, & in what way?
All staff, recognising them as individuals with a structured programme NOTE - Wherever possible in responding to these questions, be specific & name organisations, individuals &/or equality categories
What impact will the proposal have on any services currently provided or on our staff and/or stakeholders
Provides instruction and training to ensure the health and safety of the employees and volunteers
How do the outcomes help or hinder other organisational objectives, policies or values?

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Raises confidence and achieves competence
Compliance with safe working practices
Allows for initial period of adjustment

If there are associated objectives of the policy, what are they?

None

Who implements the policy & who is responsible for it?

HR

How relevant is the policy to each Equality category? Based on your answers above, is the policy of High, Medium, or Low relevance:

(tick one box for each Equality category)

Category	High	Medium	Low
Age			x
Disability			x
Ethnicity (Race)			x
Gender (Sex)			x
Religion or Belief			x
Sexual Orientation			x

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Are there any concerns the policy could have a differential impact on the grounds of racial or ethnic origin?

No

Are there any concerns the policy could have a differential impact on the grounds of religion or belief?

No

Are there any concerns the policy could have a differential impact on the grounds of disability?

No

Are there any concerns the policy could have a differential impact on the grounds of age?

No

Are there any concerns the policy could have a differential impact on the grounds of sexual orientation?

No

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Are there any concerns the policy could have a differential impact on the grounds of gender?

No

Is there enough evidence to proceed directly to a Full Impact Assessment?
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<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
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