

# EQIA Process



North East and  
North Cumbria

STEP 1	<ul style="list-style-type: none"><li>• Notify quality and involvement team</li><li>• Completed Initial Assessment and screening tool</li><li>• EQIA to be completed using prompts</li><li>• Completion of Plan on a Page and Program Toolkit</li><li>• Contact enabling teams (governance, finance, BI, etc)</li><li>• Consult and follow EQIA guidance</li></ul>
STEP 2	<ul style="list-style-type: none"><li>• Contact ICB Quality Team via: <a href="mailto:nencicb.qualityandsafety@nhs.net">nencicb.qualityandsafety@nhs.net</a></li><li>• Contact Equity &amp; Inclusion Team via: <a href="mailto:nencicb.healthequityandinclusion@nhs.net">nencicb.healthequityandinclusion@nhs.net</a>.</li><li>• Outcome response from Quality / Inclusion Team to be sent <b>within 10 working days</b>.</li><li>• Regular sense-checks to take place with ICB Quality / Inclusion Team throughout process.</li></ul>
STEP 3	<ul style="list-style-type: none"><li>• Action plan developed based on the recommendations identified.</li><li>• Programme Governance Team to progress implementation.</li><li>• Risks and actions to be monitored by service reporting into relevant ICB Subcommittee / Committee.</li></ul>
STEP 4	<ul style="list-style-type: none"><li>• Re-assess at mid-point of implementation – adjust as required.</li></ul>
STEP 5	<ul style="list-style-type: none"><li>• Project closure: assessment lessons learnt, evaluate effectiveness and note any subsequent changes required to the current EQIA process.</li></ul>