



Equality Impact Assessment

Policy or practice being assessed	The Undergraduate Medicine Admissions Policy for A100, A108, A10L, and A18L
Faculty/Area/Department responsible for policy or practice	Medical Education Centre, School of Medicine
Name of process owner carrying out the assessment	Dr Mandy Hampshire Dr Lorraine Pinnington Dr David O'Brien
Is this a new policy or practice?	No
Date of this assessment/review	September 2021
Date EIA will next be reviewed	September 2022
Has the Equality Analysis Resources Hub been accessed to complete this EIA?	Yes

About the policy or practice

Assessment Point	Response
What is the purpose of this policy or practice?	<p>The Admissions Policy sets out the selection processes for the undergraduate medicine courses and aims to prevent unlawful discrimination of any kind. The Policy aims to be consistent with the University of Nottingham (UoN) Admissions Policy and statutory requirements governing the professional requirements of the accrediting body, the General Medical Council.</p> <p>The Policy also takes into account recommendations from the Medical Schools Council.</p> <p>The aim is to try and ensure fair representation and assessment of applicants through the selection process for the University of Nottingham undergraduate medicine courses.</p>
How will the policy or practice achieve this?	The policy sets out the detailed selection criteria and process used to support fair representation and to help ensure it is consistent with national guidance from the General Medical Council, Medical Schools Council and the UoN Admissions Policy.

Assessment Point	Response
Who will benefit from this, and how?	Applicants and UoN staff involved in the selection process will benefit from this policy. It sets out the requirements for the selection process to promote transparency and consistency for all applicants to University of Nottingham undergraduate medicine courses
Are there any aligned activities or objectives associated with this policy or practice?	School of Medicine outreach activities are aligned with this policy.

Evidence used in decision-making

Assessment Point	Response
<p>Statistical context: Did you use internal data sources or resources?</p> <p>Did you use external data sources referring to the higher education sector or national figures/trends? If so, please give details.</p>	<p>Yes:</p> <p>Outcomes for Graduates (2018), Welcomed and Valued (2019), and Good Medical Practice (2020)</p> <p>MSC Selecting for Excellence (2014) report</p> <p>BMA Racial Charter recommendations for Medical Schools</p>
Historical context: Did you use any previous consultations, EIAs and/or outcomes of similar projects? If so, please give details.	Referral to previous School of Medicine Admissions Policies
Legal context: Did you use equality law, legal precedent and/or case studies? If so, please give details.	<p>Yes</p> <p>Disability Discrimination Act (1995)</p> <p>Equality Act (2010)</p>
Consultation: Did you use qualitative data and evidence based on lived experience? If so, who did you consult with and how?	<p>Consultation took place with the School of Medicine Lead for Equality, Diversity and Inclusion.</p> <p>Detailed analyses of the application and interview data are completed annually and presented to the Undergraduate Medicine Admissions Committee. A summary report is submitted annually to the Undergraduate Medicine Education Board.</p>

Action Plan

Protected characteristic	Positive impact identified	Negative impact identified	Action: Give details about the issues identified and what SMART actions you will take
Age	The policy stipulates there is no upper age limit for applicants applying to the UoN to study Medicine	The policy stipulates there is a lower age limit of 17 years due to University and NHS placement requirements.	<p>All interviewers involved in the selection process are required to complete equality and diversity and unconscious bias training to minimise any age discrimination.</p> <p>Age is taken into consideration when designing scenarios for use in the interviews</p>
Disability	The policy stipulates that all applicants will receive appropriate support outlined in the GMC guidance Welcomed and Valued	The selection process requires applicants to have occupational health clearance in order to commence a medicine course	<p>All applicants are required to have occupational health clearance to ensure they are fit to study/train as medical students and to enable appropriate support or adjustments to be available throughout the course.</p> <p>Adjustments are provided when taking the UCAT admission test where possible, when requested in advance,</p> <p>Adjustments are provided where possible, when requested in advance, in the interview process. Our selection procedures are reviewed by one of the School of Medicine UG Disability Liaison Officers (DLO)</p> <p>Due to Covid, interviews will be held remotely for 2022 entry, and the planning will ensure that where possible, appropriate adjustments are made to assist applicants with a disability that might put them at a disadvantage due to interviews being held online.</p> <p>All interviewers involved in the selection process are required to complete equality and diversity and unconscious bias training to minimise any disability discrimination.</p> <p>Disability is taken into consideration when designing scenarios for use in the interviews</p>

Protected characteristic	Positive impact identified	Negative impact identified	Action: Give details about the issues identified and what SMART actions you will take
Ethnicity	The policy specifies that race or ethnicity plays no part in the applicant selection process.	There is national evidence that shows white male, low social class are the most underrepresented group in students studying Medicine.	<p>The School of Medicine considers race and ethnicity of students and staff involved in outreach and conversion activities to promote fair representation.</p> <p>Students and staff are requested to declare their ethnicity prior to involvement in selection or outreach activities.</p> <p>The School's marketing material is checked annually to try and ensure published images are fairly represented for ethnicity.</p> <p>All interviewers involved in the selection process are required to complete equality and diversity and unconscious bias training to minimise any ethnicity discrimination.</p> <p>Ethnicity is taken into consideration when designing scenarios for use in the interviews</p>

Protected characteristic	Positive impact identified	Negative impact identified	Action: Give details about the issues identified and what SMART actions you will take
Gender identity: Sex	The policy stipulates that sex and sexual orientation plays no part in our selection process	It has been recognised for several years that over two thirds of our applicants are female; however, this is comparable to national data.	<p>The School of Medicine considers gender of students and staff involved in outreach and conversion activities to ensure fair representation.</p> <p>Students and staff are requested to declare their gender prior to involvement in selection or outreach activities.</p> <p>Specific outreach events are organised, when possible, to target male students from disadvantaged backgrounds</p> <p>The School's marketing material is checked annually to try and ensure published images are fairly represented for gender.</p> <p>All interviewers involved in the selection process are required to complete equality and diversity and unconscious bias training to minimise any sex discrimination.</p> <p>Gender is taken into consideration when designing scenarios for use in the interviews</p>
Gender identity: Trans	The policy stipulates that sex and sexual orientation plays no part in our selection process	The UCAS system classifies gender only as Male or Female. This has limited how gender can be recorded during the University application process.	<p>All interviewers involved in the selection process are required to complete equality and diversity and unconscious bias training to minimise discrimination against trans applicants.</p> <p>We are sensitive to the needs of trans applicants through the ID check process. Appropriate training for staff is provided and adjustments are made where possible in ID check processes. Where possible, name changes during the Admissions cycle are accommodated.</p> <p>Gender is taken into consideration when designing scenarios for use in the interviews</p>

Protected characteristic	Positive impact identified	Negative impact identified	Action: Give details about the issues identified and what SMART actions you will take
Sexual orientation	The policy stipulates that sex and sexual orientation plays no part in our selection process		<p>All interviewers involved in the selection process are required to complete equality and diversity and unconscious bias training to minimise discrimination linked to sexual orientation.</p> <p>Sexual orientation is taken into consideration when designing scenarios for use in the interviews</p>
Religion and belief	The policy stipulates that religion and belief plays no part in our selection process		<p>All interviewers involved in the selection process are required to complete equality and diversity and unconscious bias training to minimise discrimination linked to religious beliefs.</p> <p>Religion and belief is taken into consideration when designing scenarios for use in the interviews</p> <p>We offer a choice of day for outreach events to avoid potential applicants having to attend on a religious observance day. In addition, applicants are offered a choice of interview dates.</p>
Pregnancy and maternity	The policy stipulates that pregnancy and maternity plays no part in our selection process		Applicants who apply to one of the five or six year medicine programmes can request to defer entry to the following year.
Marriage/civil partnership	The policy stipulates that marriage/civil partnership plays no part in our selection process		Applicants are not required to declare their marital status

Assessment Point	Response
<p>Are there significant differences between groups that could amount to discrimination? If so, action must be taken to rectify this – see section 5 and 6 of accompanying guidance</p>	<p>In the selection process it is vital that steps are taken to ensure the risk of discrimination due to social background, class, or school attended, is reduced.</p> <p>The UoN contextual criteria are used in our selection processes for the five and six year programmes including:</p> <ul style="list-style-type: none"> • lower academic grade requirements • fast track to interview • lower offer grade requirements <p>Specific outreach events are organised for potential applicants with widening participation backgrounds.</p> <p>Medical Schools Council recommends that information is available on our website specifically for students from widening participation backgrounds.</p> <p>The School of Medicine has appointed a Widening Participation Co-ordinator and three clinical Widening Participation champions who work closely with the UoN Widening Participation team.</p> <p>The UoN medical student Widening Participation society (WAMS) also run outreach activities for potential applicants with Widening Participation backgrounds.</p>
<p>Are there additional opportunities to promote equality that have been identified? If so, action should be taken to incorporate these – see section 4 of accompanying guidance</p>	

Evaluation and monitoring

Decision taken on the policy or practice	Stop the policy or practice	Continue the policy or practice with some changes/amendments, date set for review	Continue the policy without changes, date set for review
<p>How will the policy be stored, reviewed, and monitored?</p>	<p>Annual review and stored with other School of Medicine Policies</p>		
<p>Signed (process owner)</p>	<p>Mandy Hampshire Lorraine Pinnington David O'Brien</p>		