Equity Module 2021.1 Exemplar

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	55	Equity Module					Assessor's comment [free text]
 I A RECENT AND AND AND AND AND AND AND AND AND AND		Please attach practice profile to this row					The practice has started their journey by developing robust policies that have a clear commitment to T
	1.1	The practice makes an explicit commitment to ensuring health equity		Met	The AHC directors unanimously endorsed a Health Equity policy statement at their board meeting on 12 August 2020. This was	Met	
• •		outcomes, including for Māori as tangata whenua under Te Tiriti o	health equity for under-served and marginalised groups in your population.		a clear commitment from the Board to work towards health equity. The Health Equity Statement includes a rationale for addressing health equity (specifically including Māori health equity) based on ethics, Te Tiriti o Waitangi and human rights law.		Tiriti and reducing inequities in health for Maori and all of their community.
 I and a second se					Approval was given for staff to dedicate time "off-the-floor" for meeting, planning and progressing equity. Expressions of interest from staff were sought to join the Equity Team, and we quickly developed a core group of passionate staff members from across the practice, including GPs, management, nursing, wellbeing and reception roles. This representation allows a whole-of- organisation approach to equity initiatives. The team has met regularly (6-8 weekly) over the last year, and records from the		The whole team were part of this process in regards to planning and setting up their Health Equity tea
• • <td></td> <td></td> <td></td> <td></td> <td>• Early focus for the Equity Team was a baseline/enquiry phase (1) trying to get some understanding of barriers to care at AHC (2) organising equity training for the whole health care team and (3) building relationships with equity leaders in the community.</td> <td></td> <td></td>					• Early focus for the Equity Team was a baseline/enquiry phase (1) trying to get some understanding of barriers to care at AHC (2) organising equity training for the whole health care team and (3) building relationships with equity leaders in the community.		
Image: Problem in the second secon					Leadership & Accountability; Capability; Transparency & Data; and Partnership. The results showed that while AHC feels it has		
Image: Source of the second					delivery and partnership. How these initiatives are to be implemented in practice is brainstormed by the equity team and all staff,		The Health Equity plan and policies align with the Governments strategic direction towards equity in
Image:					Documents attached: • Health Equity Statement • Terms of Reference - Health Equity Team		
Image: Section of the section of t					Health Equity Gap Analysis AHC Health Equity Plan		health and well being.
Image: Section of the section of th	1.2	Practice leadership is focused on achieving equitable health outcomes.	•Health equity targets are built into leadership goals for practice leaders (for example, in the	Met	 Leadership goals for health equity are outlined in the AHC Health Equity Plan. Health equity is now built into all organisational plans and initiatives at AHC. Examples of current targets and goals are 	Met	
 I A A A A A A A A A A A A A A A A A A A			WRITTEN COMMENTS: •Describe how the practice leaders are implementing plans to address health equity within the		documented in our Māori Health Plan, Services to Improve Access (SIA) Plan and Covid Vaccination Plan. The Board has also committed to working through the College Equity Module and Health Care Home initiatives to improve our pro-equity capability.		
Image:			practice.		Team (2 x GP owners and Practice Manager are on the team). Every Board meeting agenda includes an Equity Undate as a		
Image:					a person is selected to review a policy - which is then discussed at the next meeting and recommendations made for changes. The aim is to look for any biases or barriers to care, unintended consequences which could be detrimental to equity goals, and how the policy will improve Māori health goals. An example is the inclusion of an equity clause and an Equity and Performance		The leadership and governance is clearly outlined in the Terms of reference for the Health Equity Tea
Image: Book of the second s					AHC Māori Health Plan SIA Plan		
Image: Source in the second					 Extract from Board of Directors' agenda Extract from Health Equity Team meeting agenda 		showing ongoing willingness to demonstrate and ensure engagement and quality programs that servic
Image: Source of the second	1.3		 Role descriptions and/or workplans that include health equity clauses. 	Met	• All staff, contractors and trainees working at AHC are aware of the practice's commitment to improving equity. We promote our	Met	
 In the second sec			WRITTEN COMMENTS: •Description of how the practice supports team members to progress their health equity goals		Māori nurses' meetings) and provided with dedicated time to progress equity initiatives and projects.		the needs of their entire population.
 In the second sec			(e.g., protected time, additional training, support from the equity champion)		patients in a culturally appropriate manner, pronouncing names properly, demonstrating inclusion and respect, collecting accurate ethnicity data, contacting patients pro-actively for vaccinations and bookings, providing hospitality and manaakitanga (for example during COVID-19 vaccination clinics). When we undertake CQI activities related to particular roles, we outline equity		
Image: Source in the second							
Image: Source in the second					trialled using the Kare tool for older kuia, koroua).		The use of data is captured in the plan and the road map for the practice team is clear and follows the
					culturally safe practice. We will roll out more explicit goal setting and equity training needs analysis when the appraisal forms are reviewed next year.		
Image: Source in the second secon					have team members who speak basic te reo and can assist others in the team with correct pronunciation. We store glossaries		Gap analysis findings which identify four key areas for the whole team to be part of building upon the
Image:					Equity Team's initiatives this year has been "te reo Māori word-of-the-day" where a staff member brings word(s) or phrases to a weekly staff hui for everyone to learn. AHC also had a te reo Māori Haiku competition and a "best translation" of a proverb		
x x					Health Plan, and promote our support for diversity and inclusion. Our HIP and Health Coach have run a successful "learn a waiata" singing group for patients, which ran over 20 weeks prior to the latest covid-19 lockdown. It has had really positive feedback, with one staff member saying she felt very emotional hearing the patients singing.		Health Equity journey.
No Image: Source S					visual displays (staff room etc.)		
x x					 Extract from orientation booklet Ethnicity data audit Ethnicity data collection follow-up instruction sheet 		
Notes Contract Notes (Additional Section Contraction Contrection Contrection Contraction Contrection Contraction Contracti					 Extract from Practice Nurse performance appraisal sheet Example of whakatauki shared with staff Waiting room resources - Waiata singing group 		
 A 1 Property and output to a base methods was as a difference of the second seco		Tohu 2: Te Kābui Mahi I Indicator 2: Workforce development			 Covid vax result sheet - example of progress shared in staff tea room 		Well documented minutes, meeting plans, data analysis, provided supports AHC clear vision toward
Image: Section		The practice actively recruits team members whose values and skills	•Recruitment material (position descriptions, advertisements, website profile, selection process		 AHC has a goal of recruiting for pro-equity and matching, over time and when possible, the cultural and ethnic profile of our workforce with the practice population. Our recruitment policy includes an equity clause. 	Met	
 Note the set of the			interview questions, involvement of the equity champion) that demonstrates the practice's intention to recruit team members at all levels of the organisation who have pro-equity values		• For our most recent external recruitments (all administration/reception positions) we changed the job description and wording of the advertising to encourage applications from a wider range of people in the community (previous job ads had usually asked for		equitable health outcomes for the community they serve.
 a bis bis bis bis bis bis bis bis bis bis			•Description of a recent recruitment (or if no recent recruitment, then plans for a future recruitment) that demonstrate the practice's approach to recruiting for pro-equity values and		was a barrier to many groups), but did want someone who was culturally competent and ideally some knowledge of te reo Māori. This completely changed the profile of the applications we received, and opened a pool of younger, Māori and Pacific Island (still		
Image: state stat			Skins and a commitment to the principles and practice of health equity.		interviewees this brings up ideas around health equity ("I know how some of my whanau have struggled getting the health care they need and I want to help people with this"). We don't always ask identical interview questions, but the importance of health		
A P P P P P P P P P P P P P P P P P					• Our last three recruitment processes have resulted in us employing two Māori and one Pacific Island employees, which apart from them being really great employees, has enhanced our workforce culturally and been noticed positively by patients.		
 A A A A A Product team membra device transmission of the output of the ou					her desire to contribute to the improvement of equity/access to health services to Māori in the community she grew up in, and a Māori medical student from Whanganui (summer holiday work) who is intending to direct her career to primary care with the		Clear documented leadership and dovernance strategies and polices with great commitment shows h
 Image: Construction of the control of general practice Image: Control of the control of the control of the control is address of the control of the control is address of the control is address of the control is address of the control of the control is address of the control is address of the control is address of the control of the control is address of the control is address of the control is address of the control is address of the control the control of the control of the control of the control of th					 Starting with a desire to demonstrate a pro-equity approach to recruitment, we have found that employing a more culturally, ethnically and age-diverse workforce has already resulted in positive workplace changes - including a more vibrant, more 		clear documented leadership and governance strategies and polices with great commitment shown b
 Image: A set of the set of the					innovative, workplace that has better awareness of the cultural safety needs of patients and staff.		
 Image: state of the state of th					 Example of recruitment advertising Example of job description - competency expected in health equity and cultural safety 		
he context of general practice. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the attractivities related to and / or that address health equiv. Neither the address devices and the address and the address and the address devices and the address and the a				Mat		Mot	
Image: Normal sector	3.1	in the context of general practice.	Note: Health equity policy is already a requirement under 1.1. No need to attach it again. •Staff training records, or equivalent, detailing training in health equity.	WEL	facilitated by the Equity Health Promoter at Whanganui Regional Health Network, Matt Rayner. Content covered: What is equity in health care? Micro/macro view of inequity, national and local data, what are the drivers for change? Followed by a session on		the BOD
11 Gabrielle Baker on an "equity snapshot" of Whanganui DHB district. Image: Cabrielle Baker on an "equity snapshot" of Whanganui DHB district. 11 • We have designed an equity training plan for the pratcice with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with the overall goal of developing the right skills with right right right science seeses and will include individual health equity training plans into CPD/performance management requirements for all roles. • The equity training plan is kept on microsoft 365 teams site, so that all staff can access links, suggestions and recomments attoring. They can also record and update their own training. Clear commitment from top to the ground level, with the Equity team having input into all initia each rements the records • AHC equity training plan & records • Clear commitment from top to clearly demonstrate this in the MHP, activities and policy development. Evidence provided to clearly demonstr					• The equity team regularly circulates information, resources and links to training/webinars etc. relating to health equity to staff via	a	
to drive equity outcomes. The aim for 2021 is for all team members to complete basic training in 12022 method. The equity training. In 2022 will be the equity training. In 2022 will be the equity training. In 2022 will be the equity training plans into CPD/performance appraisal processes and will include individual health equity training plans into CPD/performance appraisal processes and will include individual health equity training plans into CPD/performance appraisal processes and will include individual health equity training plans into CPD/performance appraisal processes and will include individual health equity training plans into CPD/performance appraisal processes and will include individual health equity training plans is kept on microsoft 365 teams site, so that all staff can access links, suggestions and records and update their own training. Documents attached: AHC equity training plan & records					• Staff attending Whanganui Regional Health Network forums (nursing, admin, inter-professional education) also receive regular training bites on equity from the equity and health promoters. GPs and Practice Manager attended a presentation from consultan Gabrielle Baker on an "equity snapshot" of Whanganui DHB district.	t	
reviewing our performance appraisal processes and will include individual health equity training plans into CPD/performance management requirements for all roles. 1 The equity training plan is kept on microsoft 365 teams site, so that all staff can access links, suggestions and recommentations for contractions of the equity training plan is kept on microsoft 365 teams site, so that all staff can access links, suggestions and Documents attached: AHC equity training plan & records					to drive equity outcomes. The aim for 2021 is for all team members to complete basic training in Health Equity and Cultural Competency, with clinical team members also completing Cultural Safety and Unconscious Bias training. In 2022 we will be		
recommendations for training. They can also record and update their own training. Clear commitment from top to the ground level, with the Equity team having input into all initia Documents attached: • AHC equity training plan & records					reviewing our performance appraisal processes and will include individual health equity training plans into CPD/performance management requirements for all roles.		
AHC equity training plan & records					recommendations for training. They can also record and update their own training. Documents attached:		Clear commitment from top to the ground level, with the Equity team having input into all initiatives,
							COVID plan, and the inclusion of a clause in the recall and screening policy to address health inequitie



The practice also clearly shows it's commitment to reducing inequities with clear projects based around

improving access to their Kaumatua with extended consultation times, with clear goals and auditable

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Sectio n Progre ss	eria	Standard – what we'll be assessing on	Evidence to provide for assessment	Self Assessment [choose from dropdown list]	Self Assessment [free text]	Assessor Assessment [choose from dropdown list]	Assessor's comment [free text]
2	3.2	All practice team members understand the concepts of cultural safety and cultural competence. All practice team members understand the concepts of cultural safety and cultural competence. The practice team members understand conscious bias, unconscious bias, racism, and discrimination in all its forms.	DOCUMENTED EVIDENCE ATTACHED: •Cultural safety and competence policy. WRITTEN COMMENTS: •Description of continuing professional development or other professional development or activities or initiatives related to cultural safety. DOCUMENTED EVIDENCE ATTACHED: •Staff training records, or equivalent, detailing training in bias. WRITTEN COMMENTS: •Description of staff development activities or initiatives related to and / or which address bias, and how staff are putting their understanding into practice.	Met Met	 AHC Cultural Safety and Competence Policy is attached. We have taken a dual approach to training for cultural safety and competency. Our wellbeing and equity teams have put a lot of effort into introducing cultural competencies as business-as-usual for the practice. We want to ensure staff feel comfortable and culturally-safe themselves as well as patients. At the suggestion of staff, we have added cultural safety to our workplace hazard register. Examples of cultural competence initiatives in the practice include the introduction of mihi whakatau for new staff, learning waiata and karakia, support for te wiki o te reo Mãori. Our Health Improvement Practitioner helps staff to design their pepha which are displayed outside consultation rooms. AHC actively supports all types of cultural diversity and inclusion within the practice. For example, this year we have focused or support for the Rainbow Community, which in Whanganui includes a lot of older, vulnerable and isolated people. We celebrate morning tea for Pride Week, have posters in waiting and consult rooms inviting patients to tell us about their pronouns, and provide staff with resources and contact names regarding gender identity counselling and medical expertise. Staff have received training from Pride Whanganui in acceptance, non-discrimination and inclusion and we have joined the international "Safe Spaces" initiative, which commits management to make our facility a culturally safe place for everyone. Pride Whanganui recommends our health centre to takatăpui/rainbow community members, and we have an arrangement with them to take on the care of people who are struggling with health, sexuality or gender-related issues. Self-reflection as a part of ensuring cultural safety is discussed in indicator 3.3 below. Documents attached: Cultural Safety Policy Hazard register entry Support for Pride Week and Safe Spaces Examples of Mãori Cultural Competency initiativ	Met	Clear evidence of robust policies clearly showing commitment to Te Tiriti, Tikanga and as above training and equity and cultural safety activities with the support of having a full team approach Maori/pacifika team members and services users. The team has also shown it's commitment to cultural safety as it is noted in the Hazard Regist clearly shows the buy in of all of the team. The practice also supports and is inclusive with the including actively supporting the Rainbow Community and received extra training and have an collaborative working relationship with Pride Whanganui. All documents attached show a this team has a real connection to their surroundings, work env patient, community and staff safety clearly demonstrating cultural safety.
					Documents attached: • Cultural safety self-reflection Aug 21 • Staff training records - unconscious bias in healthcare		
4 • • 5	4.1	The practice builds relationships and collaborates to develop and deliver equitable services that promote equitable health outcomes.	 DOCUMENTED EVIDENCE ATTACHED: Ethnicity data (PMS or PHO) and audits less than six months old at the date of assessment. Displays of data and audit findings in staff room and / or other staff-only spaces. Winitudes from team meetings demonstrating that health equity is a standing agenda item WRITTEN COMMENTS: 	Met	 Whanganui Regional Health Network provides our practice with access to real time PowerBI data on selected equity measures, including dindbod imms, diabetes, gout, cervical screening, CVRA's and urgent care and ED volumes. These results are regularly reviewed and discussed - both at morning all-staff meetings, or formally at Clinical Governance Committee meetings. The Practice Manager also reviews the data regularly to inform discussions with the Nurse Coordinator vor scheduling and priorities for clinics, recail and screening activities etc. For example, necent data reporting shows uric acid tests and monitoring results. Progress against the SIA Plan and Mãori Health Plan are reported quarterly to Clinical Governance, and from there to Board meetings. The equity team uses data (qualitative and quantitative) to brainstorm and discuss ideas to try and improve equity outcomes. For example, the decision to trial opening the diabetes clinic after-hours came from patient survey results, and the decision to focus some vaccination clinics specifically for Maori patients came from previous and current years vaccination data which showed inequities in administered vaccine rates. Staff have been trained in PowerBI and Medtech Query Builders and regularly develop their own equity comparisons and lists to work off when undertaking recalls, screening, imms, health checks etc. Documents attached! Clinical Governance Committee meeting agenda 13 July 2021 Covid vaccination programme data - example of how we plan to deliver services with an equity focus. From the beginning of the programme were aware that General Practice systems can be a barrier to Mãori reserving equilable care (including of the programme were aware that General Practice systems can be a barrier to Mãori reserving equilable care (including of the programme were aware that General Practice systems can be a barrier to Mãori reserving equilable care (including	Met	Provided by PHO via Power BI and shared with all staff via daily practice meetings, team meetinformation boards and all evidence is used to reduce gaps in equality examples shown in the provided. This data is also used at governance and board levels to make strategic decisions. The team PowerBI and MedTech Query Build and have all received training to assist ensuring clinical/equare met.
17	4.3	The practice provides an inclusive and culturally safe environment and experience for patients, whānau/families, and the communities it serves	DOCUMENTED EVIDENCE ATTACHED: •Patient / whānau surveys or other feedback processes or narratives that allow patient and whānau to report on patient and whānau experience, including an assessment of cultural safety WRITTEN COMMENTS: •Description of the activities or initiatives that the practice undertakes to ensure that patients and whānau experience inclusive and culturally safe care.	Met	 At the suggestion of our Equity Team, we have focused this year on baseline surveys of patient experience/any perceived barriers to care/asking for feedback. Survey sheets are sent out with all re-enrolment forms to hear from people who are not regularly accessing the practice. Uptake is enhanced with a chance to win a \$50 grocery volucher each month. Data from these surveys are collated on google forms and discussed by Equity Team, Clinical Governance and Board (whichever is most relevant). We have received over 200 responses this year. Feedback is also sought through our website and in-house with displays and resources in waiting rooms inviting patient feedback. We also ask for patient / iwi feedback directly. We did have a patient advisory board with representation from Māori and patients with disabilities to inform our initial building redesign. This has since been put on hold tue to Covid. We also directly contacted Maoi whänau who are closely linked with the practice to look over our Maori Health Plan. Suggestions and improvements were acted on. One whänau made an appointment with a GP to specifically provide feedback on the plan. As discussed above in indicator (3.3) we take note of results of the cultural safety questions included in the nationwide Patient Experience Surveys (PES). The most common response received in regard to barriers to care is for after-hours consultations to be made available. We have made some progress on this with diabetes, cervical smear and vaccination clinics out-of-hours. The most common complaint - but it does happen. Feedback is provided to the reception team leader and as noted above, incent recruitments have enhanced ur cultural capability in the reception team. AHC is aware that it is lacking partnership and representation in its leadership and governance structure from patients, tangata whenua and the wider community. The board and the Equity Team have been working on developing relationships over the last 12 months		All policies provided and are clear and robust, highlighting understanding and commitment to pro practice environment and experience. Survey's and data collected are clearly analysed showing that patients are fully supported and ' Engagement with lwi, Maori in the development of the teams Maori/Equity Health Plans is note future goal to ensure your community voice is heard and represented more at a governance an level shows true commitment to all of your documents. The data analysis that have been uploaded, as well as ensuring all five principles of Te Tiriti ar and end the understanding of how your service addresses Equity and Cultural safety is evident t this module.

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