

DRAFT Equality, Diversity & Inclusion Strategy:

January 2025 – December 2028

CONSULTATION



Opening: 20 December 2024

Closing: 14 February 2025

If you require this document in an alternative format, please contact us at Pharmaceutical Society NI, 73 University Street, Belfast, BT7 1HL. Telephone number: 028 90326927 or by email at Consultations@psni.org.uk and we will do our best to assist you.

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Appendix 1: Consultation Questionnaire - Draft EDI Strategy - January 2025-December 2028

Appendix 2: Equality and Diversity Monitoring Form

(1.) A Foreword from our President and our Caretaker Chief Executive

As part of the Consultation process we are delighted to share with you the Pharmaceutical Society NI's Draft Equality, Diversity and Inclusion (EDI) Strategy and Action Plan 2025 - 2028. Whilst we have always subscribed to the principles of equality, diversity and inclusion, and these principles were important in our policies and all that we did, it is timely and important to formally lay out our strategic direction and plan of action in this regard.

The Council's overall vision for the Pharmaceutical Society NI is to be recognised and trusted as a leader for modern and effective healthcare regulation and professional leadership, with a key role in ensuring pharmacy services are safe and meet high standards. The approach that we take to EDI supports our ability to deliver on our vision, as we must ensure that the needs of our whole society are considered and respected.

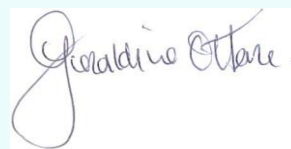
We recognise that we need to build on delivering equality, improving diversity and fostering inclusion across what we do. We must make sure that EDI is fully embedded into our work, shapes our future priorities, helps us measure our achievements and shows us where we can do better.

Overall, our Draft Strategy sets out how we plan to work together, with others, to map our approach to EDI. It outlines our EDI themes, objectives and outcomes in one place, in order to support transparency, monitoring and reporting on our work. This will help shape everything that we do in our day-to-day work, making sure that we are continually thinking about the specific needs of the different groups and people that we work with.

We hope this Draft Strategy provides you, as a pharmacist, an employee or as a stakeholder, with the assurance that EDI is an inherent part of our agenda going forward. We look forward to hearing your feedback as this will enable us to fine tune how we deliver on our outcomes over the next three years.

"The Council's overall vision for the Pharmaceutical Society NI is to be recognised and trusted as a leader for modern and effective healthcare regulation and professional leadership, with a key role in ensuring pharmacy services are safe and meet high standards. The approach that we take to EDI supports our ability to deliver on our vision, as we must ensure that the needs of our whole society are considered and respected."

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Dr Geraldine O'Hare
President



Joan Duffy
Caretaker
Chief Executive

(2.) The Consultation Process

We are consulting on our Draft EDI Strategy until Friday 14 February 2025. We want to hear your views about the impact of our proposals on patients, the public, pharmacy professionals and employers. We welcome responses from all stakeholders. The consultation will run for 8 weeks; during this time we will be receiving feedback from individuals and organisations. We will send this document to pharmacy professionals, owners/employers, trade/professional bodies, patients' representative bodies, members of the public, equality organisations and others with an interest in EDI.

After the consultation period ends, we will publish a report summarising the feedback received. We will analyse the responses and consider any changes that are needed when approving the final Strategy.

We will publish our analysis of the responses and an explanation of the decisions we take, on our website www.psn.org.uk

(3.) Responding to the Consultation

We ask respondents to provide some background information and tell us whether they are responding as an individual or on behalf of an organisation (please see Appendix 1). We use this information to help us analyse the possible impact of our plans on different groups. There is an Equality Monitoring Form at the end of the Consultation Questions, which we encourage respondents to please complete and return to us (please see Appendix 2).

If you respond as a private individual, we will not use your name or publish your individual response. If you respond on behalf of an organisation, we will list your organisation's name and may publish your response in full unless you tell us not to. If you want any part of your response to stay confidential, please explain why you believe the information you have given is confidential.

We may need to disclose information under the laws covering access to information (Freedom of Information Act 2000). If you ask us to keep part or all of your response as confidential, we will treat this request seriously and try to respect it, however, we cannot guarantee that confidentiality can be maintained in all circumstances. Under data protection law, you may ask for a copy of your response to this consultation or other information we hold about you, and you may also ask us to delete your response. For more information about your rights and who to contact please read our privacy policy on our website.

How to Respond

You can respond to this Consultation by clicking on the following link:

<https://www.smartsurvey.co.uk/s/PO7UTX/>

Please also complete our Equality Monitoring Form by clicking on the following link:

<https://www.smartsurvey.co.uk/s/ZSJGYC/>

Other Formats:

Please contact us at info@psni.org.uk if you would like a copy of the Consultation Survey and/or Equality Monitoring Form in another format (for example, editable Word version, paper copy, larger type or in a different language).

Comments on the consultation process itself:

If you have concerns or comments about the Consultation process itself, please send them to:

Consultations@psni.org.uk or post them to:

**Consultation on Draft EDI Strategy
Pharmaceutical Society NI
73 University Street, Belfast BT7 1HL**

Please note that **paper copies of Consultation responses** can also be posted to this address or emailed to:

Consultations@psni.org.uk

Paper copies of Equality Monitoring Forms can also be posted to the above address or emailed to:

Equality.Monitoring@psni.org.uk

(4.) Who are we and why does EDI matter?

It is important to outline who we are and what our role is to enable the link between this role and the importance of making the EDI Strategy a realistic, relevant and proportionate working document.

The Pharmaceutical Society NI has responsibility for both the regulation of and professional leadership for pharmacists in Northern Ireland and plays a key role in ensuring pharmacy services are safe and meet high standards.

We fulfil this role in the following ways:

- Setting standards;
- Holding a register;
- Quality assuring education;
- Investigating complaints and concerns;
- Assessing fitness to practise.

With this role, we take seriously our need to ensure equality for all, that diversity is embraced and that inclusion is inherent in all areas that we have responsibility for. We want to ensure that our Strategy is a dynamic, flexible document that is regularly reviewed to meet the ever-changing needs of society, as well as the needs of our pharmacy community.



The Pharmaceutical Society NI believes that promoting and delivering Equality, Diversity and Inclusion (EDI) in the workplace is an essential aspect of good people management and leadership in its role as a regulator and its role as an employer. It is about creating working environments and cultures where every individual can feel safe, has confidence in our processes, experiences a sense of belonging and is empowered to achieve their full potential, be this as, MPharm students, registrants, employees or members of our Council; this, of course, also applies when we engage with our key stakeholders.

Whilst there is a legal requirement under Section 75 of the Northern Ireland Act 1998 for public authorities in Northern Ireland to outline how they carry out their responsibilities to protect nine characteristics, it is important to note that the Pharmaceutical Society NI is not a public authority. We have therefore developed a Strategy on the basis that everyone we encounter, in whatever role, has an equal right to be engaged with regardless of: different religious belief, political opinion, gender, racial group, age, marital status or sexual orientation, persons with a disability and persons without, persons with dependents and persons without. We further recognise that it is not just these nine protected characteristics, rather it is also people with other needs, such as, those with caring

responsibilities or those with language or communication challenges that should be included. The promotion of equality of opportunity, diversity and inclusion therefore entails more than the elimination of discrimination. We believe in the fundamental values that having an EDI Strategy can encourage and grow, and that these values can become an inherent part of what we do, making us more responsive to a diverse range of needs.

We also recognise that the language we use, and the words we choose in order to express ourselves, is evolving all the time. It is important for the Pharmaceutical Society NI to understand this and to ensure it does its utmost to listen, learn and keep up-to-date with how people choose to describe themselves. We hope, however, as we move through the Strategy, and in particular the action plans, that through surveys and communications with key stakeholders, they will assist us in this learning.

(5.) Our Structures and Governance Arrangements to Enable EDI Delivery

Our Strategy seeks to make EDI a key part of all our work, both as a regulator and as employer. Our Council and Senior Management Team see the delivery of an EDI Strategy as a shared responsibility; therefore, in order to deliver, it is important for the Pharmaceutical Society NI to be clear on role demarcation, so that the Strategy is laid on a solid foundation and has the best possible opportunity to deliver on these important outcomes.

The Council is our governing body and, for this purpose, will hold the Chief Executive and the Senior Management Team to account for its delivery of the EDI Strategy. The **Senior Management Team**, led by the **Chief Executive**, will have overall responsibility to deliver on this Strategy and ensure allocated **staff** members (including our Business Support Manager and key personnel) play their part in this delivery. The Senior Management Team will:

- Make sure that the Action Plans, outlined further in this Strategy, are in line with the organisation's direction of travel through its vision, associated strategies and business plan;
- Provide challenge, as well as, oversight and support;
- Decide upon any additional projects or actions within the Action Plan;
- Approve any changes to existing actions;
- Ensure adequate resource and manage competing demands;
- Monitor progress against the Action Plan; and,
- Identify risks and flag these to the Chief Executive and in turn to Council.

As well as delivering on the EDI Strategy, the Senior Management Team is responsible for raising the importance of it, in their business areas; they must make sure that staff are aware of and engaged with the Action Plans and how these fit with the wider business vision and plan. All employees have a responsibility to live the EDI values and make these real through their work and engagement with other people, both internal and external to the organisation. We are all role models.

The above structure is the outline of how we will manage the EDI Strategy delivery internally; we have, later in this document, in our Action Plans, outlined how we will engage with our MPharm students, registrants and key stakeholders to ensure that we have embraced the true concept and ethos of equality, diversity and inclusion for all.

(6.) What do we Aim to Achieve with our Equality Diversity and Inclusion (EDI) Strategy?

The Pharmaceutical Society NI recognises that it is starting out on a journey, with much work to do, to set up the processes and gather the evidence to enable the delivery of a meaningful and impactful EDI Strategy – one that makes a difference to the way in which we work and integrates EDI into our everyday work.

In order to do this, we want to:

- Better understand the communities and cultures of the people we work with, the challenges that they face, so that we can apply this to the work that we do;
- Remove discriminatory practice, be that direct or indirect, intentional or unintentional;
- Better reflect diversity in all areas of our organisation, as an employer and as a regulator; and,
- Make sure everyone feels included, listened to and heard.

Whether you are a registrant, an employee, a MPharm student or a key stakeholder, we want your experience of dealing with the Pharmaceutical Society NI to be a good one.



(7.) How will we do this?

Below we have set out a three-year Action Plan. In the Action Plan, five overall outcomes have been identified that starts the Pharmaceutical Society NI on a path to achieving its goal of making EDI an integral part of its day-to-day activity. These outcomes are to:

- 1. Have appropriate governance, structures and processes in place to embed EDI across regulatory and professional leadership activities;*
- 2. Ensure that MPharm students and registrants are equipped to provide appropriate care to all patients and service users, and have appropriate EDI knowledge and skills;*
- 3. Make fair decisions across all regulatory functions;*
- 4. Engage with and influence others to advance EDI issues and reduce unfair differential outcomes; and,*
- 5. Sustain and support the workforce for the future as the employer.*

Under each of these outcomes are a set of objectives that have year one, year two and year three actions against them, along with an identified measurement of success. An accountable officer, a member of the Senior Management Team, has also been identified.

The aim has been to make these outcomes, objectives and actions clear and concise to provide the best opportunity for successful delivery.

The accountability arrangements have been set out in 'Our structures and governance arrangements to enable EDI delivery' (section on Page 8, to ensure effective monitoring, review and delivery).

We set high standards for our registrants, as set out in our Code (available on our website – www.psni.org.uk). Our EDI Strategy therefore sets out the way in which we will hold ourselves to account for achieving the same high standards in how we treat the people we come into contact with.

(8.) Three-year Action Plan - setting out our EDI themes and objectives

Theme 1: To have appropriate governance, structure and processes in place to embed EDI across regulatory and professional leadership activities.

Objectives:	Year 1 Actions/Outcomes	Year 2 Actions/Outcomes	Year 3 Actions/Outcomes	Accountable officer: Chief Executive Success measure:
Holds up-to-date and accurate data covering all relevant characteristics for senior leadership, Council, Committees, decision makers and fitness to practise panelists.	To collect the data, hold it securely and have it appropriately available for analysis.	Continue on from Year 1, roll out with new senior leadership, Council, Committees, decision makers and fitness to practise panelists.	Continue on from Year 2, roll out with new senior leadership, Council, Committees, decision makers and fitness to practise panelists.	That we have surveyed all the appropriate people and hold the data securely.
Has an EDI Strategy/Action Plan that is regularly updated to incorporate new good practice, with regular public reporting against targets, milestones and impact.	To implement the first year of the Action Plan and to review with Council on a six-monthly basis, which will be published on the Pharmaceutical Society NI website.	To implement the second year of the Action Plan and to review with Council on a six-monthly basis, which will be published on the Pharmaceutical Society NI website.	To implement the third year of the Action Plan and to review with Council on a six-monthly basis, which will be published on the Pharmaceutical Society NI website.	On track for each year.
Has a clear governance structure to embed EDI across the organisation.	To have EDI as a standing item at all senior management monthly meetings to monitor progress. To formally review the EDI Action Plan twice yearly at Council, to ensure all actions are on target for completion in year. To consider any actions that should be added or amended in light of new evidence.	To have EDI as a standing item at all senior management monthly meetings to monitor progress. To formally review the EDI Action Plan twice yearly at Council, to ensure all actions are on target for completion in year. To consider any actions that should be added or amended in light of new evidence.	To have EDI as a standing item at all senior management monthly meetings to monitor progress. To formally review the EDI Action Plan twice yearly at Council, to ensure all actions are on target for completion in year. To consider any actions that should be added or amended in light of new evidence.	Clear structure for reporting on EDI matters, thereby able to demonstrate it is part of core business processes and to clearly demonstrate delivery.
Ensures its regulatory policies and processes do not disadvantage particular groups (including producing Equality Impact Assessments in advance of major policy changes/reviews).	To train staff in the use of equality impact screening and equality impact assessments (EQIA). Once training is completed, to introduce screening and EQIA (as required) for all new policies. To develop a plan to screen all existing policies.	To review effectiveness of introduction of the EQIA process for new policies to adopt any learning points. To carry out screening, and EQIA as necessary, on all existing policies.	To review effectiveness of screening and EQIA processes and build on any learning. Ensure equality screening and EQIA has become part of usual policy development process.	EQIA process embedded in policy development and screening log held.

Theme 2: To ensure that MPharm students and registrants are equipped to provide appropriate care to all patients/service users and have appropriate EDI knowledge/skills.

Objectives:	Year 1 Actions/Outcomes	Year 2 Actions/ Outcomes	Year 3 Actions/Outcomes	Accountable officer: Transformation, Governance and Compliance Lead (TG&CL) Success measure:
Standards and/or guidance for MPharm students and registrants are designed to equip them to provide appropriate care to all patients/service users.	To benchmark with similar organisations to establish good practise. To enhance guidance in terms of equality, diversity and inclusion for MPharm students and registrants.	To implement the guidance for MPharm students and registrants.	To carry out focus groups with MPharm students, registrants and stakeholders to evaluate the effectiveness of the guidance, in terms of relevance and ease of use/understanding.	Guidance in place following development and evaluation.
Standards and/or guidance for MPharm students and registrants require them to value diversity and challenge discrimination.	To ensure the guidance is developed to include valuing diversity and challenging discrimination.	To implement the guidance for MPharm students and registrants.	To carry out focus groups with MPharm student, registrants and stakeholders to evaluate the effectiveness of the guidance, in terms of relevance and ease of use/understanding.	As above.
Requires education and training providers to demonstrate that they prepare MPharm students to provide appropriate care to all patients/service users.	To signpost and support a mandatory e-learning package to prepare MPharm students to provide appropriate care in terms of EDI.	To implement the mandatory training.	To carry out focus groups to evaluate the effectiveness of the training on the delivery of service.	80% satisfaction rate.
Requires education and training providers to demonstrate that they take appropriate account of diverse MPharm student needs.	To develop a survey to gather EDI data relating to MPharm students. To encourage MPharm students to complete the survey. To correlate EDI data from survey relating to MPharm students. To use this data to assess policies, procedures and guidelines to ensure they are fit for purpose. To carry out equality screening/EQIA when applicable i.e. when issues are flagged through screening.	To carry out yearly a survey with MPharm students to gather EDI data and to understand if their needs are being met in terms of EDI.	To carry out yearly a survey with MPharm students to gather EDI data and to understand if their needs are being met in terms of EDI.	Year on year increase in survey uptake to provide EDI data. 80% satisfaction rate.
Supports and encourages registrants to improve their EDI knowledge and skills, including through its CPD/revalidation requirements where relevant.	To signpost and support a mandatory e-learning package to prepare MPharm students to provide appropriate care in terms of EDI.	To encourage registrants to undertake the EDI e-learning package as part of CPD, or as needed through a yearly communication.	To encourage registrants to undertake the EDI e-learning package as part of CPD, or as needed through a yearly communication. Evaluate - survey usefulness of training when working with patients and service users.	Monitor uptake and see year on year increase in usage, and positive survey results.

Theme 3: To make fair decisions across all regulatory functions.

Objectives:	Year 1 Actions/Outcomes	Year 2 Actions/Outcomes	Year 3 Actions/Outcomes	Accountable officer: TG&CL Success measure:
Holds up-to-date and accurate data covering all relevant characteristics for its registrants.	To develop an EDI survey for registrants. To carry out an EDI survey once per year and encourage registrants to complete. To use the data to inform Strategy, policy, procedure and training in all areas alongside other data captured.	To carry out an EDI survey once per year and encourage registrants to complete. To use the data to inform Strategy, policy, procedure and training in all areas alongside other data captured.	To carry out an EDI survey once per year and encourage registrants to complete. To use the data to inform Strategy, policy, procedure and training in all areas alongside other data captured.	Year on year uptake. Impact on Strategy, policy, procedure and training.
Ensures its fitness to practise processes and guidance, address allegations of racist and other discriminatory behaviour.	To develop and add relevant sections to the fitness to practise guidance.	To review wording yearly to ensure language and guidance is in line with good practise.	To review wording yearly to ensure language and guidance is in line with good practise.	Wording added and reviewed yearly.
Ensures staff, Council, Committee, decision makers and fitness to practise panelists receive training on EDI issues.	Source relevant, good practise training and ensure training is carried out three-yearly. Evaluate training for relevance and impact.			Training completed and evaluation shows 80% satisfaction.
Uses data and/or other evidence to identify unfairness in its processes and decisions, and takes action to reduce the potential for bias.	To carry out a yearly review of fitness to practise cases using available data, an analysis of patterns and any red flags in relation to process flaws. To take action on any concerning areas that require immediate attention.	To carry out a yearly review of fitness to practise cases using available data, an analysis of patterns and any red flags in relation to process flaws. To take action on any concerning areas that require immediate attention.	To carry out a yearly review of fitness to practise cases using available data, an analysis of patterns and any red flags in relation to process flaws. At year three it will also be possible to start monitoring for the emergence of trends through any patterns that have been noted. To take action on any concerning areas that require immediate attention. To take a longer-term approach to any emerging trends.	Process in place. Information available to provide reassurance to Council on fairness of processes and action taken if unfair practise identified.
Has methods of collecting EDI data from those raising fitness to practise concerns and reduces barriers to raising concerns.	Through work mentioned above, data will be available; ability to gather data also there if data has not already been gathered, as a method will be in place to dynamically analyse the data. To communicate with all registrants the process for raising complaint and steps that Society will take in dealing with complaint efficiently, comprehensively and confidentially.	To communicate with all registrants the process for raising complaint and steps that Society will take in dealing with complaint efficiently, comprehensively and confidentially.	To communicate with all registrants the process for raising complaint and steps that Society will take in dealing with complaint efficiently, comprehensively and confidentially.	To have a trusted process in place and available data to provide trend analysis as applicable. Remedial action taken in policy, procedure and training.

Theme 4: To engage with and influence others to advance EDI issues and reduce unfair differential outcomes.

Objectives:	Year 1 Actions/Outcomes	Year 2 Actions/Outcomes	Year 3 Actions/Outcomes	Accountable officer: TG&CL Success measure:
Seeks out and acts on feedback from a diverse range of stakeholders.	To carry out a stakeholder analysis, identifying how to reach out to a diverse range of groups. To arrange to meet with the diverse range of stakeholders and encourage participation in a survey. To carry out an EDI survey with stakeholder list. To devise an action plan to address common themes of feedback from stakeholders.	To take forward action plan from year one. To provide feedback to stakeholders on action.	To take forward action plan from year one. To provide feedback to stakeholders on action.	Delivery against action plan.
Uses research or evidence indicating issues which adversely affect groups of patients and service users who share protected characteristics to inform its work.	To devise an action plan based on the research carried out and to address common themes.	To take forward action plan from year one. To provide feedback to stakeholders on action.	To take forward action plan from year one. To provide feedback to stakeholders on action.	Delivery against action plan.
Provides and promotes routes to allow registrants, patients, service users and others to speak out against bias and discrimination.	To sign post all groups on how to raise issues on Pharmaceutical Society NI website and on social media. Meet stakeholder groups identified in the stakeholder analysis (three yearly).	To sign post all groups on how to raise issues on Pharmaceutical Society NI website and on social media.	To sign post all groups on how to raise issues on Pharmaceutical Society NI website and on social media.	Evidence of routes being used to raise issues.
Ensures it identifies, records and acts on the EDI elements of organisational complaints.	To carry out a yearly review of the nature of complaints and specifically assess for EDI elements (directly or indirectly). Results will be added into the stakeholder feedback action plan (above-mentioned).	To carry out a yearly review of the nature of complaints and specifically assess for EDI elements (directly or indirectly). Results will be added into the stakeholder feedback action plan (above-mentioned).	To carry out a yearly review of the nature of complaints and specifically assess for EDI elements (directly or indirectly). Results will be added into the stakeholder feedback action plan (above-mentioned).	Delivery against action plan.
Engages with other regulators and organisations in the health and social care sector and beyond, for example through joint regulatory EDI groups.	To build upon links already made in the Northern Ireland Joint Regulators Forum, proposing to set up an EDI strand to the Forum to share good practice, and to establish dynamic agenda items for discussion. To ascertain other regulator groups that contact could be made with to share learning.	To attend and meaningfully contribute to the EDI Forum of regulators in healthcare, and beyond to share learning and find collective solutions.	To attend and meaningfully contribute to the EDI Forum of regulators in healthcare, and beyond, to share learning and find collective solutions.	Involvement in wider information sharing and good practise.
Publishes its own EDI data, research and analysis.	To publish on the Pharmaceutical Society NI website (other social media) yearly.	To publish on the Society NI website (other social media) yearly.	To publish on the Society NI (other social media) website yearly.	Data, research and analysis available and shared on website (other social media).

Theme 5: Sustain and support the workforce for the future as the employer.

Objectives:	Year 1 Actions/Outcomes	Year 2 Actions/Outcomes	Year 3 Actions/Outcomes	Accountable officer: TG&CL Success measure:
Ensure EDI data is held for staff members and analysis is carried out regarding composition at point of recruitment.	Ongoing. Develop a statement to encourage completion of EDI data and explain why it is organisationally and societally important. Analyse data to understand the people in society who are attracted to apply for posts in the organisation, and to inform how better to attract a broader representation.	Ongoing. Review yearly statement of encouragement to complete to ensure fit for purpose. Analyse data to understand the people in society who are attracted to apply for posts in the organisation.	Ongoing. Review yearly statement of encouragement to complete to ensure fit for purpose. Analyse data to understand the people in society who are attracted to apply for posts in the organisation.	Increase on completion and return rate. Analysis available on gaps in attraction of certain people in society.
Develop recruitment practise to make it open for all groups of society to apply for roles.	To review current recruitment practise. To use data available regarding the above-mentioned and assess against all protected characteristics, ensuring processes are not prohibitive, for example, due to a disability or language barrier.	To review current recruitment practise. To use data available regarding the above-mentioned and assess against all protected characteristics, ensuring processes are not prohibitive, for example, due to a disability or language barrier.	To review current recruitment practise. To use data available regarding the above-mentioned and assess against all protected characteristics, ensuring processes are not prohibitive, for example, due to a disability or language barrier.	Processes amended based on data and assessment. Increase in harder to reach members of society according to data and assessment.
To analyse the staff survey of 2024 to ensure it has been screened for potential EDI issues.	Review data gathered and establish if EDI matters could play a part in any issues raised. Ensure that these form part of the action plan that is developed. To link with the wellbeing outcomes of the staff survey and provide an EDI input, outlining the importance of EDI wellbeing and a culture of belonging.			Delivery of action plan and training.
To have fit for purpose and legislatively compliant people policies in place.	To review staff handbook and associated policies ensuring that EDI matters are fully incorporated, staff advised of changes and can easily access policies.	To review staff handbook and associated policies ensuring that EDI matters are fully incorporated, staff advised of changes and can easily access policies.	To review staff handbook and associated policies ensuring that EDI matters are fully incorporated, staff advised of changes and can easily access policies.	Staff policies reviewed and published on intranet, or other internal mechanisms for easy access to policy and available in alternative formats.

(9.) Leadership and Governance

Our Strategy is structured in a way that makes EDI a key part of all our work across the Pharmaceutical Society NI, both as a regulator and as an employer. Our leaders recognise the role they must play, and we understand that the successful delivery of our ambitions relies on the efforts of all staff, Council members and stakeholders. This is something for which we all have a shared responsibility. At the heart of our approach lie several key principles:

- *our leaders and all staff are active role models – they understand why EDI matters and how it relates to all our work;*
- *our approach is evidence led – we will use insights to plan our approaches to continuous improvement, so making sure that we place safe and effective care at the heart of healthier communities; and,*
- *we will have a proactive approach to coproduction, reflecting a diversity of lived experience, including the voices of those from seldom seen and heard communities.*

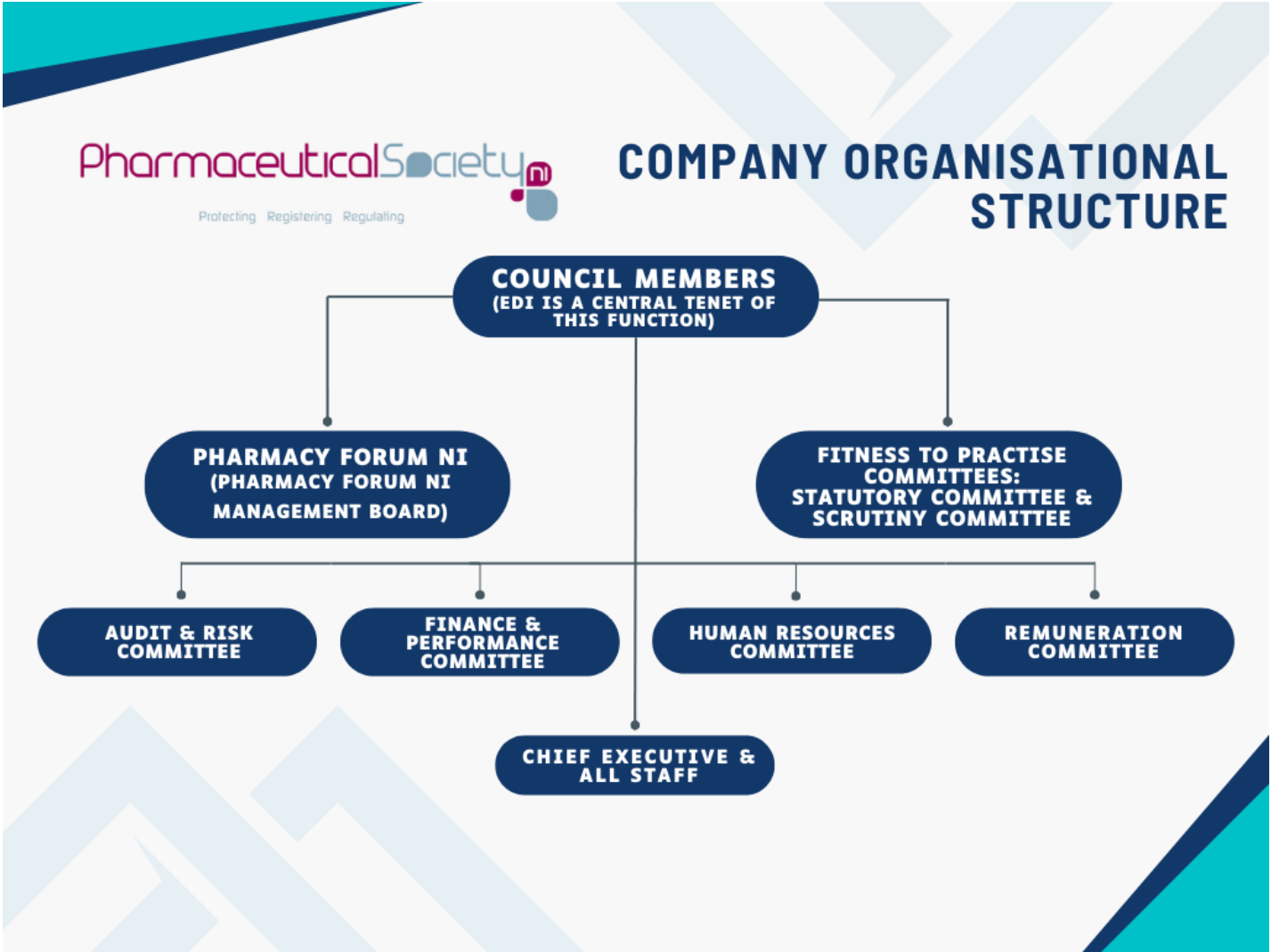
Our Council is our governing body. It is responsible for the overall control of our organisation, including agreeing this Strategy and holding the executive to account for its delivery. Senior managers and line managers are responsible for delivering the EDI Strategy and for understanding and raising the importance of EDI in their business areas. They must make sure that all staff are aware of and engaged with these priorities, and how these fit in with our approach to EDI in the context of the overall Pharmaceutical Society NI's Strategic Plan. All employees and Council members have a responsibility for making sure they:

- *meet the equality and human rights legislation;*
- *keep their training in and understanding of EDI up to date (this includes taking part in training sessions); and,*
- *contribute to an inclusive working culture that celebrates the diversity of their colleagues and the people using our services.*

Everyone has a responsibility to 'live' our values and to bring these to life through their work and interactions with other people inside the organisation and it is hoped outside as well.

The EDI governance structure reflects our approach to making sure there is a clear leadership commitment to support the delivery of our Strategy. It further reflects the relationships and collaboration between key stakeholder groups, whose common purpose it is to make sure that EDI is considered in all our work.

Figure 1: Organisational Structure



All members of the Team are responsible for being EDI champions across the organisation.

(10.) Monitoring, Reviewing and Reporting our Performance

Our EDI objectives are based on:

- our organisation-wide priorities;
- evidence and feedback we collect; and,
- an understanding of issues that arise in the wider world.

We review our EDI objectives every year, in line with our Business Plan. The effective delivery of our EDI objectives depends on our EDI action plan. As set out, this describes the specific activities that belong to each objective. We regularly monitor our progress against this plan at senior management meetings and we report our progress to Committees, Council, Staff and our annual reports.

Our EDI Strategy will play a pivotal role in:

- *Ensuring that our EDI data will be more robust, enabling better understanding of any gaps. In turn, this will give us a strategic understanding of where we need to deliver continuous improvement;*
- *Giving stakeholders greater confidence about the transparency and fairness of our decisions, through better and more regular reporting;*
- *Embedding a stronger understanding of the individuals with protected characteristics who may be most adversely affected by our policies, procedures and practices; this in turn will allow us to put these imbalances right, in a way that is proportionate and fair;*
- *Encouraging and supporting pharmacy professionals to reflect and consider the diversity of wider society (including local communities) in the care and services they provide;*
- *Enhancing the way that we support pharmacy professionals to deliver person-centred care – we will be better informed by using what we learn about the experiences of patients/carers; and,*
- *Enabling our workforce and stakeholders to see that our culture is diverse and inclusive.*

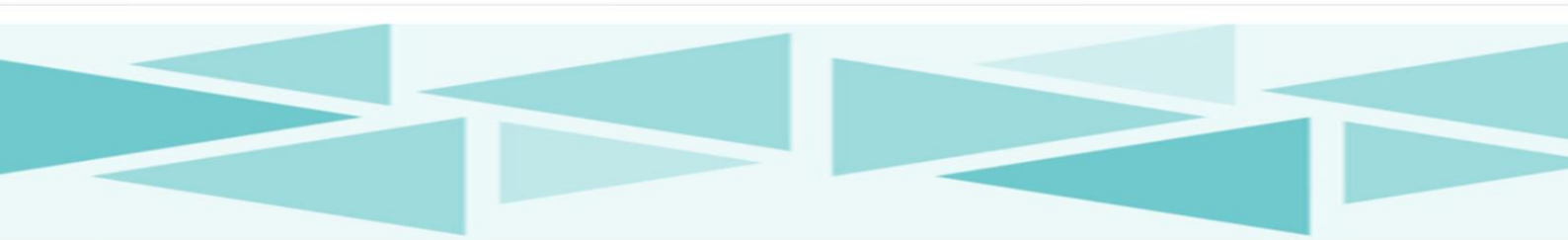
(11.) Consultation Questions

As outlined, our Strategy has five key themes, each supported by objectives and key actions to help us to transform our approach to EDI and support our Strategic Plan. These objectives and outcomes will guide our work and help us evaluate the impact of the Strategy in the future. We want to hear your views on our Strategy to help us improve our approach.

In each section of the survey, we ask you about the five key themes individually, and their corresponding objectives, actions and outcomes (please see Appendix 1).

(12.) Conclusion

We would like to thank you for taking your time to read through our EDI Strategy Consultation. Please complete the Monitoring Questionnaire in Appendix 2.



Introduction:

The Pharmaceutical Society NI has a duty to clearly state its mission to promote and deliver Equality, Diversity and Inclusion (EDI). This applies both in its role as an employer and in executing its professional leadership role and functions as a regulator, promoting high standards of pharmacy practice and taking action to protect the public when necessary.

This Strategy is about creating services, working environments and cultures where every individual can feel safe, has confidence in our processes, experiences a sense of belonging and is empowered to achieve their full potential, be this as MPharm students, registrants, employees, or members of our Council; this also applies when we engage with the public, our stakeholders and carry out our regulatory functions.

We have developed a Strategy to ensure we take definitive action, which will ensure that everyone we encounter, in whatever role, is treated fairly, regardless of religious belief, political opinion, racial group, gender, age, marital status or sexual orientation, persons with a disability and persons without, persons with dependents and persons without. We will publicly report on progress against this Strategy, through our Council meetings, and adapt it as needed in response to feedback from our stakeholders and new and emerging issues.

The promotion of equality of opportunity, diversity and inclusion entails more than the elimination of discrimination. We believe deeply in the fundamental values of fairness, equality and respect, and that everyone has a duty to challenge discrimination in all its forms. We believe that the enacting of this EDI Strategy will support the organisation to develop and grow, and that these values can become an inherent part of what we do, making us more effective in our regulatory and professional leadership functions, and more responsive to a diverse range of needs.

We have developed this draft EDI Strategy and Action Plan, which The Council of the Pharmaceutical Society NI has approved for consultation over an 8 week period, beginning on 20 December 2024 and concluding 14 February 2025.

Privacy Statement:

Feedback provided may be subject to publication or disclosure under access to information laws, for example, the Data Protection Act 2018, the General Data Protection Regulation 2018 and the Freedom of Information Act 2000. If you believe your input should be treated as confidential, please contact us by email, so that this may be considered should we receive a disclosure request.

If you need any additional space to note your responses, please use the additional space provided on pages 33 and 34 or attach additional pages. Please ensure that all additional notes/pages are clearly labelled with the Question Number referenced.

About You:

Q1. Can you please complete the following?

[PLEASE WRITE IN THE BOXES PROVIDED AND THEN GO TO Q2]

Name:	
Role/Job Title:	
Organisation:	
Address:	
E-mail :	
Contact Telephone Number:	

Q2. Can we contact you to discuss your response to this policy or future development of the EDI Strategy? If yes, please ensure you have provided an e-mail address or contact telephone number at Q1. **[PLEASE CIRCLE ONE ONLY]**

Yes	1	<i>Please go to Q3</i>
No	2	<i>Please go to Q3</i>

Q3. Are you responding as? **[PLEASE CIRCLE ONE ONLY]**

An individual	1	<i>Please go to Q4</i>
An organisation	2	<i>Please go to Q6</i>

Q4. If you are responding as an individual which describes you BEST?

[PLEASE CIRCLE ONE ONLY]

Pharmacist	1	<i>Please go to Q8</i>
Pharmacy MPharm student	2	<i>Please go to Q8</i>
FTY Trainee	3	<i>Please go to Q8</i>
Community pharmacy owner	4	<i>Please go to Q8</i>
Member of the public	5	<i>Please go to Q8</i>
Other healthcare professional	6	<i>Please go to Q8</i>
Other	7	<i>Please go to Q5</i>

Q5. Please Specify 'Other': **[PLEASE WRITE IN BOX AND THEN GO TO Q8]**

--

Q6. If you are responding as an organisation, which of the following BEST describes your organisation? **[PLEASE CIRCLE ONE ONLY]**

Pharmacy representative body	1	<i>Please go to Q8</i>
Body representing patients or the public	2	<i>Please go to Q8</i>
Government Department	3	<i>Please go to Q8</i>
HSC organisation	4	<i>Please go to Q8</i>
University/Education Body	5	<i>Please go to Q8</i>
Regulatory body	6	<i>Please go to Q8</i>
Other	7	<i>Please go to Q7</i>

Q7. Please Specify 'Other': **[PLEASE WRITE IN BOX AND THEN GO TO Q8]**

--

Q8. In the interests of transparency around the development of the Strategy we will publish a summary of responses and list the names of all respondents.

We may also include quotes from respondents. Where we quote an individual, we will not publish or link the quote to their name. If you do not wish all or part of your response, including your name, to be made public, please indicate this clearly below.

If you wish your response to be kept confidential, the Pharmaceutical Society NI will endeavour to respect that request. However, you should be aware that the information you provide may be subject to disclosure under The Freedom of Information Act 2000.

Are you content for your name/the name of the organisation which you represent to be listed as a respondent in our Consultation Report? **[PLEASE CIRCLE ONE ONLY]**

Yes	1	<i>Please go to Q9</i>
No	2	<i>Please go to Q9</i>

Q9. Are you content for your individual/organisational comments to be included in our Consultation Report? **[PLEASE CIRCLE ONE ONLY]**

Yes	1	<i>Please go to Q10</i>
No	2	<i>Please go to Q10</i>

Consultation Questions:

What do we aim to achieve with our EDI Strategy?

The Pharmaceutical Society NI recognises that it is starting out on a journey, with much work to do. to set up the processes and gather the evidence to enable the delivery of a meaningful and impactful EDI Strategy – one that makes a difference to the way in which we work and integrates EDI into our everyday work.

In order to do this, we want to:

- better understand the communities and cultures of the people we work with, the challenges that they face, so that we can apply this to the work that we do;
- remove discriminatory practise, be that direct or indirect, intentional, or unintentional;
- better reflect diversity in all areas of our organisation, as an employer and as a regulator; and,
- make sure everyone feels included, listened to and heard.

Q10. Do you agree with the aim of our Equality Diversity and Inclusion (EDI) Strategy?

[PLEASE CIRCLE ONE ONLY]

Yes	1	<i>Please go to Q12</i>
No	2	<i>Please go to Q11</i>

Q11. Please explain why you do not agree with the aim of our Strategy?

[PLEASE WRITE IN BOX AND THEN GO TO Q12]

--

Q12. In your opinion, is there anything else that could be included to strengthen either the content or the delivery of the Strategy? **[PLEASE CIRCLE ONE ONLY]**

Yes	1	<i>Please go to Q13</i>
No	2	<i>Please go to Q14</i>

Q13. Please comment: [PLEASE WRITE IN BOX AND THEN GO TO Q14]

How will we achieve this?

Overall Themes:

We have set out a three-year action plan. In the action plan, five overall outcomes have been identified that starts the Pharmaceutical Society NI on a path to achieving its goal of making EDI an integral part of its day-to-day activity. The five key themes are to:

- have appropriate governance, structure, and processes in place to embed EDI across regulatory and professional leadership activities;
- ensure that MPharm students and registrants are equipped to provide appropriate care to all patients and service users and have appropriate EDI knowledge and skills;
- make fair decisions across all regulatory functions;
- engage with and influence others to advance EDI issues and reduce unfair differential outcomes;
- sustain and support the workforce for the future as the employer.

Q14. Do you agree these are the right themes to deliver an effective EDI Strategy?
[PLEASE CIRCLE ONE ONLY]

Yes	1	Please go to Q16
No	2	Please go to Q15

Q15. Please comment: **[PLEASE WRITE IN BOX AND THEN GO TO Q16]**

--

Q16. Are there additional themes you think we should consider?
[PLEASE CIRCLE ONE ONLY]

Yes	1	Please go to Q17
No	2	Please go to Q18

Q17. Please comment: **[PLEASE WRITE IN BOX AND THEN GO TO Q18]**

--

Three Year Action Plan:

Under each of these themes are a set of objectives that have year one, year two and year three actions against them, along with an identified measurement of success. An accountable officer, a member of the Senior Management Team, has also been identified. The aim has been to make these themes, objectives and actions clear and concise to provide the best opportunity for successful delivery.

Q18. Do you agree a three-year action plan, as described in this document, is the right approach to deliver an effective EDI Strategy? **[PLEASE CIRCLE ONE ONLY]**

Yes	1	<i>Please go to Q20</i>
No	2	<i>Please go to Q19</i>

Q19. Please comment: **[PLEASE WRITE IN BOX AND THEN GO TO Q19]**

Q20. Do you have any suggestions as to how the Strategy should be implemented and monitored more effectively? **[PLEASE CIRCLE ONE ONLY]**

Yes	1	<i>Please go to Q21</i>
No	2	<i>Please go to Q22</i>

Q21. Please comment: **[PLEASE WRITE IN BOX AND THEN GO TO Q22]**

Themes:

Theme 1: To have appropriate governance, structure and processes in place to embed EDI across regulatory and professional leadership activities.

You can read about the four objectives and corresponding outcomes that support **Theme 1 in page 11 of this document.**

Q22. Do you agree that the objectives and actions/outcomes described are appropriate to enable us to deliver against the overall theme? **[PLEASE CIRCLE ONE ONLY]**

Strongly Agree	1	Please go to Q24
Agree	2	Please go to Q24
Neither Agree nor Disagree	3	Please go to Q24
Disagree	4	Please go to Q23
Strongly Disagree	5	Please go to Q23

Q23. Please explain why you disagree? **[PLEASE WRITE IN BOX AND THEN GO TO Q24]**

--

Q24. Are there other actions/outcomes that you think should be included?
[PLEASE CIRCLE ONE ONLY]

Yes	1	Please go to Q25
No	2	Please go to Q26

Q25. Please describe the other actions that you think should be included? Provide some detail on how you feel they would strengthen the outcome and the overall Strategy.
[PLEASE WRITE IN BOX AND THEN GO TO Q25]

--

Q26. Please tell us if you have any other comments that you would like to add about Theme 1.
[PLEASE WRITE IN BOX AND THEN GO TO Q27]

--

Theme 2: To ensure that MPharm students and registrants are equipped to provide appropriate care to all patients/service users and have appropriate EDI knowledge/skills.

You can read about the five objectives and corresponding outcomes that support **Theme 2 on page 12 of this document**.

Q27. Do you agree that the objectives and actions/outcomes described are appropriate to enable us to deliver against the overall theme?

[PLEASE CIRCLE ONE ONLY]

Strongly Agree	1	<i>Please go to Q29</i>
Agree	2	<i>Please go to Q29</i>
Neither Agree nor Disagree	3	<i>Please go to Q29</i>
Disagree	4	<i>Please go to Q28</i>
Strongly Disagree	5	<i>Please go to Q28</i>

Q28. Please explain why you disagree? **[PLEASE WRITE IN BOX AND THEN GO TO Q28]**

Q29. Are there other actions/outcomes that you think should be included?

[PLEASE CIRCLE ONE ONLY]

Yes	1	<i>Please go to Q30</i>
No	2	<i>Please go to Q31</i>

Q30. Please describe the other actions that you think should be included? Provide some detail on how you feel they would strengthen the outcome and the overall Strategy.

[PLEASE WRITE IN BOX AND THEN GO TO Q31]

Q31. Please tell us if you have any other comments that you would like to add about Theme 2.

[PLEASE WRITE IN BOX AND THEN GO TO Q32]

Theme 3: To make fair decisions across all regulatory functions.

You can read about the five objectives and corresponding outcomes that support **Theme 3 on page 13 of this document.**

Q32. Do you agree that the objectives and actions/outcomes described are appropriate to enable us to deliver against the overall theme?

[PLEASE CIRCLE ONE ONLY]

Strongly Agree	1	<i>Please go to Q34</i>
Agree	2	<i>Please go to Q34</i>
Neither Agree nor Disagree	3	<i>Please go to Q34</i>
Disagree	4	<i>Please go to Q33</i>
Strongly Disagree	5	<i>Please go to Q33</i>

Q33. Please explain why you disagree? [PLEASE WRITE IN BOX AND THEN GO TO Q34]

--

Q34. Are there other actions/outcomes that you think should be included?

[PLEASE CIRCLE ONE ONLY]

Yes	1	<i>Please go to Q35</i>
No	2	<i>Please go to Q36</i>

Q35. Please describe the other actions that you think should be included? Provide some detail on how you feel they would strengthen the outcome and the overall Strategy.

[PLEASE WRITE IN BOX AND THEN GO TO Q36]

Q36. Please tell us if you have any other comments that you would like to add about Theme 3.

[PLEASE WRITE IN BOX AND THEN GO TO Q37]

--

Theme 4: To engage with and influence others to advance EDI issues and reduce unfair differential outcomes.

You can read about the six objectives and corresponding outcomes that support **Theme 4 on page 14 of this document.**

Q37. Do you agree that the objectives and actions/outcomes described are appropriate to enable us to deliver against the overall theme?

[PLEASE CIRCLE ONE ONLY]

Strongly Agree	1	Please go to Q39
Agree	2	Please go to Q39
Neither Agree nor Disagree	3	Please go to Q39
Disagree	4	Please go to Q38
Strongly Disagree	5	Please go to Q38

Q38. Please explain why you disagree? **[PLEASE WRITE IN BOX AND THEN GO TO Q39]**

--

Q39. Are there other actions/outcomes that you think should be included?

[PLEASE CIRCLE ONE ONLY]

Yes	1	Please go to Q40
No	2	Please go to Q41

Q40. Please describe the other actions that you think should be included? Provide some detail on how you feel they would strengthen the outcome and the overall Strategy.

[PLEASE WRITE IN BOX AND THEN GO TO Q40]

--

Q41. Please tell us if you have any other comments that you would like to add about Theme 4.

[PLEASE WRITE IN BOX AND THEN GO TO Q42]

--

Theme 5: Sustain and support the workforce for the future as the employer.

You can read about the four objectives and corresponding outcomes that support **Theme 5 on page 15 of this document.**

Q42. Do you agree that the objectives and actions/outcomes described are appropriate to enable us to deliver against the overall theme?

[PLEASE CIRCLE ONE ONLY]

Strongly Agree	1	Please go to Q44
Agree	2	Please go to Q44
Neither Agree nor Disagree	3	Please go to Q44
Disagree	4	Please go to Q43
Strongly Disagree	5	Please go to Q43

Q43. Please explain why you disagree? **[PLEASE WRITE IN BOX AND THEN GO TO Q44]**

--

Q44. Are there other actions/outcomes that you think should be included?

[PLEASE CIRCLE ONE ONLY]

Yes	1	Please go to Q45
No	2	Please go to Q46

Q45. Please describe the other actions that you think should be included? Provide some detail on how you feel they would strengthen the outcome and the overall Strategy.

[PLEASE WRITE IN BOX AND THEN GO TO Q46]

--

Q46. Please tell us if you have any other comments that you would like to add about Theme 5. **[PLEASE WRITE IN BOX AND THEN GO TO Q47]**

--

Equality & Impact Questions

We want to understand whether our proposals may have a positive or negative impact on any individuals or groups sharing any of the protected characteristics listed below:

- *age;*
- *disability;*
- *gender;*
- *marriage and civil partnership;*
- *with/without dependents;*
- *race;*
- *religion or belief;*
- *political opinion; and,*
- *sexual orientation.*

Q47. Do you think our proposals will have a positive or negative impact on individuals or groups who share any of the protected characteristics?

We also want to know if our proposals will have any other impact on any other individuals or groups (not related to protected characteristics), specifically: patients and the public, pharmacy owners or pharmacy staff.

[PLEASE WRITE IN BOX AND THEN GO TO Q48]

Q48. Do you think our proposals will have a positive or negative impact on any of the equality groups listed? Please describe the individuals or groups concerned and the impact you think our proposals would have. **[PLEASE WRITE IN BOX AND THEN GO TO Q49]**

Q49. Please tell us if you have any other comments that you would like to add.
[PLEASE WRITE IN BOX BELOW]

Additional Information:

Please use the space provided here to add any further comments, ensuring that Question Numbers are clearly labelled.

Additional Information:

Please use the space provided here to add any further comments, ensuring that Question Numbers are clearly labelled.

Thank you for completing this consultation questionnaire. Online submissions made via the link (<https://www.smartsurvey.co.uk/s/PO7UTX/>) will reach us automatically. Anyone wishing to complete the form in Word/PDF format should email their submission to:

Consultations@psni.org.uk or post paper copies to:

**Consultation on Draft EDI Strategy
Pharmaceutical Society NI
73 University Street, Belfast BT7 1HL**

Please note that your completed form should arrive with us no later than
Friday 14 February 2025.

Appendix 2: Equality and Diversity Monitoring Form

The Pharmaceutical Society NI seeks to meet the aims and commitments set out in its Equality Policy. This includes building an accurate picture of the make-up of the workforce in encouraging equality and diversity. Although completing our EDI Monitoring Form is voluntary, we need your help and co-operation to enable us to monitor how well we as an organisation are meeting our commitments under equality regulations. The information provided will be kept confidential and will be used for monitoring purposes only. Only designated staff will have access to this information and no personal data will be disclosed to outside organisations.

If you have any questions about this form, please contact a member of the Monitoring Team:

Monitoring Team
Pharmaceutical Society Northern Ireland
73 University Street
Belfast
BT7 1HL

Telephone: 028 9032 6927
Work Mob: 0754 222 5883
Email: Equality.Monitoring@psni.org.uk

Online submissions made via the link (<https://www.smartsurvey.co.uk/s/ZSJGYC/>) will reach us automatically. Anyone wishing to complete this form in Word/PDF format should email their submission to:

Equality.Monitoring@psni.org.uk

If sending by post, please place your completed form inside an envelope marked 'CONFIDENTIAL', and send to the address below and please remember to attach a stamp:

Equality Monitoring Officer
Pharmaceutical Society Northern Ireland
73 University Street
Belfast
BT7 1HL

Please note that your completed form should arrive with us no later than
Friday 14 February 2025.

Routing instructions are provided **IN BOLD CAPS** to guide you through the designated questions. Should you have any accessibility issues, please contact the Society and we will help where possible.

On behalf of the Pharmaceutical Society of Northern Ireland, thank you for completing our Equality and Diversity Monitoring Form.



Joan Duffy
Caretaker CEO

Q1. Please specify your current role: **[PLEASE CIRCLE ONE ONLY]**

Pharmacist	1	<i>Please go to Q3</i>
Pharmacy MPharm student	2	<i>Please go to Q3</i>
FTY Trainee	3	<i>Please go to Q3</i>
Community pharmacy owner	4	<i>Please go to Q3</i>
Member of the public	5	<i>Please go to Q3</i>
Other healthcare professional	6	<i>Please go to Q3</i>
Other	7	<i>Please go to Q2</i>

Q2. Please specify 'Other' role: **[PLEASE WRITE IN BOX AND THEN GO TO Q3]**

Q3. Please specify your gender: **[PLEASE CIRCLE ONE ONLY]**

Female	1	<i>Please go to Q5</i>
Male	2	<i>Please go to Q5</i>
Non-binary	3	<i>Please go to Q5</i>
Prefer not to say	4	<i>Please go to Q5</i>
Transgendered	5	<i>Please go to Q5</i>
Other	1	<i>Please go to Q4</i>

Q4. Please specify 'other' gender: **[PLEASE WRITE IN BOX AND THEN GO TO Q5]**

Q5. Is the gender you identify with the same as your gender registered at birth?
[PLEASE CIRCLE ONE ONLY]

Yes	1	<i>Please go to Q6</i>
No	2	<i>Please go to Q6</i>
Prefer not to say	3	<i>Please go to Q6</i>

Q6. Please indicate what age group you fall into: **[PLEASE CIRCLE ONE ONLY]**

16-24	1	<i>Please go to Q7</i>
25-29	2	<i>Please go to Q7</i>
30-34	3	<i>Please go to Q7</i>
35-39	4	<i>Please go to Q7</i>
40-44	5	<i>Please go to Q7</i>
45-49	6	<i>Please go to Q7</i>
50-54	7	<i>Please go to Q7</i>
55-59	8	<i>Please go to Q7</i>
60-64	9	<i>Please go to Q7</i>
65-74	10	<i>Please go to Q7</i>
75 and older	11	<i>Please go to Q7</i>
Prefer not to say	12	<i>Please go to Q7</i>

- Q7.** What is your ethnicity? Please note that ethnic origin is not about nationality, place of birth or citizenship; it is about the group to which you perceive you belong.

[PLEASE CIRCLE ONE ONLY]

Asian or Asian British	Bangladeshi	1	<i>Please go to Q13</i>
	Chinese	2	<i>Please go to Q13</i>
	Indian	3	<i>Please go to Q13</i>
	Pakistani	4	<i>Please go to Q13</i>
	Prefer not to say	5	<i>Please go to Q13</i>
	Other Asian or Asian British	6	<i>Please go to Q8</i>
Black, African, Caribbean or Black British	African	7	<i>Please go to Q13</i>
	Caribbean	8	<i>Please go to Q13</i>
	Prefer not to say	9	<i>Please go to Q13</i>
	Other Black, African, Caribbean or Black British	10	<i>Please go to Q9</i>
Mixed or Multiple Ethnic Groups	White and Black Caribbean	11	<i>Please go to Q13</i>
	White and Black African	12	<i>Please go to Q13</i>
	White and Asian	13	<i>Please go to Q13</i>
	Prefer not to say	14	<i>Please go to Q13</i>
	Other Mixed or Multiple Ethnic Groups	15	<i>Please go to Q10</i>
White	British	16	<i>Please go to Q13</i>
	English	17	<i>Please go to Q13</i>
	Irish	18	<i>Please go to Q13</i>
	Northern Irish	19	<i>Please go to Q13</i>
	Roma or Irish Traveller	20	<i>Please go to Q13</i>
	Scottish	21	<i>Please go to Q13</i>
	Welsh	22	<i>Please go to Q13</i>
	Prefer not to say	23	<i>Please go to Q13</i>
	Other White Background	24	<i>Please go to Q11</i>
Other ethnic group	Arab	25	<i>Please go to Q13</i>
	Prefer not to say	26	<i>Please go to Q13</i>
	Other Ethnic Group	27	<i>Please go to Q12</i>

- Q8.** Please specify 'Other Asian or Asian British' in the box provided below:
[PLEASE WRITE IN BOX AND THEN GO TO Q13]

- Q9.** Please specify 'Other Black, African, Caribbean or Black British' in the box provided below:
[PLEASE WRITE IN BOX AND THEN GO TO Q13]

- Q10.** Please specify 'Other Mixed or Multiple Ethnic Groups' in the box provided below:
[PLEASE WRITE IN BOX AND THEN GO TO Q13]

- Q11.** Please specify 'Other White Background' in the box provided below:
[PLEASE WRITE IN BOX AND THEN GO TO Q13]

- Q12.** Please specify 'Other Ethnic Group' in the box provided below:
[PLEASE WRITE IN BOX AND THEN GO TO Q13]

- Q13.** Do you consider yourself to have a disability or health condition?
[PLEASE CIRCLE ONE ONLY]

Yes	1	<i>Please go to Q14</i>
No	2	<i>Please go to Q15</i>
Prefer not to say	3	<i>Please go to Q15</i>

- Q14.** What is the effect or impact of your disability or health condition on your work?
[PLEASE WRITE IN BOX AND THEN GO TO Q15]

Please note that the information contained in this form is for monitoring purposes only. If you believe you need a 'reasonable adjustment', then please discuss this with a member of our staff, with your line manager, or the manager running the recruitment process if you are a job applicant.

- Q15.** What is your sexual orientation? **[PLEASE CIRCLE ONE ONLY]**

Heterosexual/Straight	1	<i>Please go to Q17</i>
Gay Man	2	<i>Please go to Q17</i>
Gay Woman/Lesbian	3	<i>Please go to Q17</i>
Bisexual	4	<i>Please go to Q17</i>
Asexual	5	<i>Please go to Q17</i>
Pansexual	6	<i>Please go to Q17</i>
Undecided	7	<i>Please go to Q17</i>
Prefer not to say	8	<i>Please go to Q17</i>
Other	9	<i>Please go to Q16</i>

- Q16.** Please specify 'other' sexual orientation:
[PLEASE WRITE IN BOX AND THEN GO TO Q17]

Q17. What is your religion or belief? **[PLEASE CIRCLE ONE ONLY]**

No religion or belief	1	<i>Please go to Q21</i>
Buddhist	2	<i>Please go to Q21</i>
Christian	3	<i>Please go to Q18</i>
Hindu	4	<i>Please go to Q21</i>
Jewish	5	<i>Please go to Q21</i>
Muslim	6	<i>Please go to Q21</i>
Sikh	7	<i>Please go to Q21</i>
Prefer not to say	8	<i>Please go to Q21</i>
Other	9	<i>Please go to Q20</i>

Q18. Please specify which Christian group you identify as belonging to:
[PLEASE CIRCLE ONE ONLY]

Church of Ireland	1	<i>Please go to Q21</i>
Methodist	2	<i>Please go to Q21</i>
Presbyterian	3	<i>Please go to Q21</i>
Roman Catholic	4	<i>Please go to Q21</i>
Other	5	<i>Please go to Q19</i>

Q19. Please specify 'Other' Christian group that you identify as belonging to:
[PLEASE WRITE IN BOX AND THEN GO TO Q21]

--

Q20. Please specify 'Other' religion or belief?
[PLEASE WRITE IN BOX AND THEN GO TO Q21]

--

Q21. Please specify your marital or civil partnership status: **[PLEASE CIRCLE ONE ONLY]**

Single (never married or in a civil partnership)	1	<i>Please go to Q22</i>
Married or in a civil partnership	2	<i>Please go to Q22</i>
Separated (but still married or in a civil partnership)	3	<i>Please go to Q22</i>
Divorced, or formerly in a civil partnership that is now legally dissolved	4	<i>Please go to Q22</i>
Widowed, or surviving partner from a registered civil partnership	5	<i>Please go to Q22</i>
I prefer not to say	6	<i>Please go to Q22</i>

Q22. What is your working pattern? **[PLEASE CIRCLE ONE ONLY]**

Full-time (over 30 hours in any normal week)	1	<i>Please go to Q23</i>
Part-time (up to 30 hours in any normal week)	2	<i>Please go to Q23</i>
Prefer not to say	3	<i>Please go to Q23</i>

Q23. What is your flexible working arrangement? **[PLEASE CIRCLE ALL THAT APPLY]**

None	1	<i>Please go to Q25</i>
Flexi-time	2	<i>Please go to Q25</i>
Staggered hours	3	<i>Please go to Q25</i>
Term-time hours	4	<i>Please go to Q25</i>
Annualised hours	5	<i>Please go to Q25</i>
Job-share	6	<i>Please go to Q25</i>
Flexible shifts	7	<i>Please go to Q25</i>
Compressed hours	8	<i>Please go to Q25</i>
Homeworking	9	<i>Please go to Q25</i>
Prefer not to say	10	<i>Please go to Q25</i>
Other	11	<i>Please go to Q24</i>

Q24. Please specify 'Other' flexible working arrangement:
[PLEASE WRITE IN BOX AND THEN GO TO Q25]

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Q25. Do you have caring responsibilities? **[PLEASE CIRCLE ALL THAT APPLY]**

None	1	The End
Primary carer of a child/children (under 18 years)	2	The End
Primary carer of disabled child/ children (under 18 years)	3	The End
Primary carer of disabled adult (18 years and over)	4	The End
Primary carer of older person	5	The End
Secondary carer (another person carries out the main caring role)	6	The End
Prefer not to say	7	The End

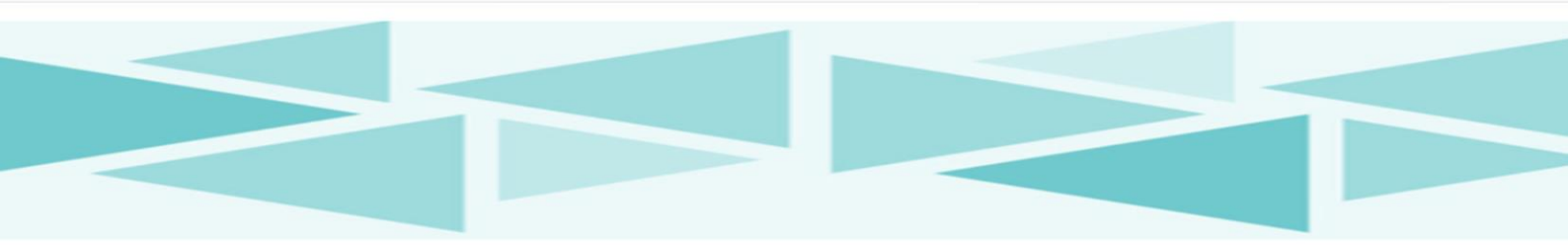
Thank you for completing this survey. Online submissions made via the link (<https://www.smartsurvey.co.uk/s/ZSJGYC/>) will reach us automatically. Anyone wishing to complete this form in Word/PDF format should email their submission to:

Equality.Monitoring@psni.org.uk

Or if sending by post, please place your completed form inside an envelope marked 'CONFIDENTIAL', and send to the address below, please remember to attach a stamp:

Equality Monitoring Officer
Pharmaceutical Society Northern Ireland
73 University Street
Belfast
BT7 1HL

Please note that your completed form should arrive with us no later than
Friday 14 February 2025.



Any enquiries about this publication should be sent to us at the Pharmaceutical Society NI:

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Email: info@psni.org.uk
Telephone: 028 9032 6927

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