Hospital Care Ethnicity Data Audit Toolkit

Scoring sheet for the centralised ethnicity data audit

December 2021

Department/service	Ethnicity question wording	Ethnicity response options	Multiple ethnicities	Policy, guidelines or help notes	Compliance level
Write in the name of the ward, service or department.	The wording of the ethnicity question on the PIF or admission form should match exactly the wording of the standard ethnicity question as outlined in the current **HISO 10001:2017 Ethnicity Data Protocols** (see section 3.2 Standard ethnicity question)	The response options provided on the PIF or admission form should match exactly the standard ethnicity question as outlined in the current **HISO 10001:2017 Ethnicity Data Protocols** (see section 3.2 Standard ethnicity question)	The question should allow all respondents to identify with more than one ethnicity, with no restriction on the number identified or the order.	The ethnicity data policy, guidelines or help notes should fully align with the **HISO 10001:2017 Ethnicity Data Protocols**. The **compliance checklists** in stage 1 can be used to assess this.	Record the compliance level as: • **Full** (all aspects of the form or policy are completely in alignment with the Ethnicity Data Protocols) • **Partial** (some aspects of the form or policy align with the Ethnicity Data Protocols but not all) • **Non-compliant** (no aspect of the form or policy aligns with the Ethnicity Data Protocols).
eg, Emergency Department (ED)	*Compliant*	*Partially compliant*	*Partially compliant (allows people to identify multiple ethnicities, but requests that people prioritise)*	*Fully compliant*	*Partial*