

Ethical Decision Advisory Group – Proposal Template

Meeting:	Ethical Decision Advisory Group
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Date:	
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Proposal Title:	
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Declaration of any conflicts of interest:	
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Proposal prepared by:	
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Proposal Summary: <i>(What is the proposed action?)</i>
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1. Impact: <i>(How does the proposal take account of the impact on patients, service users, families, carers and staff, partners, commissioners.)</i>
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2. Options: <i>(Are there alternative options available, if so, list them and why they are not viable)</i>

3. Respectful: <i>(Provide evidence that the proposal recognises that every person and their human rights, personal choices, safety and dignity matters)</i>

4. Reasonable: *(Provide evidence that the proposal is rational, fair, practical, and grounded in appropriate processes and local or national guidance)*

5. Minimise Harm: *(How will the proposed action reduce the amount of physical, psychological, social and economic harm to individuals and communities?)*

6. Inclusive: *(Have those affected have been given the opportunity to understand the situation, be included in the decision that affects them, and offer their views and challenge, if not why not?)*

7. Accountable: *(Where has the proposal previously been considered, and who will ensure the actions required are delivered?)*

8. Defend: *(Are we able to justify the decision to others and explain why this course of action was preferable to other alternatives. What could be the outcome of not approving the proposed course of action?)*

9. Flexible: *(How can we adapt this proposed course of action when circumstances change?)*

10. Proportionate: *(Provide evidence that the decision is proportionate to the needs and abilities of people, communities and staff, and the benefits and risks that have been identified)*

11. Safeguarding issues considered:

(*To be completed by Admin Lead during EDC)

*Proposal considered the following ...	Yes	No
1. Impact: The decision takes account of the impact on patients, service users, families, carers and staff, partners, commissioners.		
2. Options: The decision has been taken after identifying and evaluating all of the possible solutions for the issue. Further, the likely consequences of each option and which option will result in the most good or the least harm?		
3. Respectful: The decision recognises that every person and their human rights, personal choices, safety and dignity matters		
4. Reasonable: The decision is rational, fair, practical, and grounded in appropriate processes, available evidence and a clear justification		
5. Minimises Harm: The decision strives to reduce the amount of physical, psychological, social and economic harm to individuals and communities		
6. Inclusive: The decision ensures that those affected have been given a fair opportunity to understand the situation, be included in the decision that affect them, and offer their views and challenge		
7. Accountable: The process has been transparent about why the decision was made and who is responsible for making and communicating them		
8. Defend: We can justify the decision to others and explain why this course of action was preferable to other alternatives. We have put ourselves in the shoes of other people and thought about how they will view our decision.		
9. Flexible: The decision reflects being responsive, able, and willing to adapt when faced with changed or new circumstances		
10. Proportionate: The decision is proportional to the needs and abilities of people, communities and staff, and the benefits and risks that are identified through decision-making processes		
11. Safeguarding issues considered:		

Outcome:

Chair/MD signoff:	
Date to be reviewed:	