**UW Medicine Equity Impact Tool Worksheet**

**Project Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Lead Person(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **SCOPE:** What is the decision to be made and the scope?

Click or tap here to enter text.

**DECISION MAKER:** Who makes the final decision? What is the decision making process?

Click or tap here to enter text.

**INTERESTED/AFFECTED PARTIES:** Who is potentially impacted? What relevant data are available? What demographic data are available and should be considered? As comprehensively as possible, document the extent to which marginalized populations will be impacted.

Populations include individuals and families experiencing financial, food, and/or housing insecurity; Black, indigenous and communities of color (BIPOC); limited-English speaking individuals; immigrants; LGBTQI+ individuals; individuals with physical and cognitive disabilities; religious groups; women; individuals with low health literacy, and others.

Click or tap here to enter text.

1. **EQUITY AND COMMUNITY CONTEXT:**

Engage interested parties or representatives. This should include community or health equity specific parties. Learn about and understand priorities and concerns of interested and affected parties.

Concerns and priorities:

Click or tap here to enter text.

Whose voices are present and whose are missing:

Click or tap here to enter text.

Understand how proposed course of action will affect known inequities. Is the action likely to reduce, exacerbate or have no impact on a related health disparity?

Click or tap here to enter text.

Identify potential unintended equity-related consequences and their distribution on populations that we serve.:

Click or tap here to enter text.

1. **ANALYSIS AND DECISION PRCESS:**Project/map out how key alternatives will affect communities and UW Medicine system-wide priorities and concerns. Include upstream alternatives and cost targeting root causes to eliminate disproportionate impact.

Analysis of key alternatives:

Click or tap here to enter text.

Impact on goal of UW Medicine as an anti-racist organization?

Click or tap here to enter text.

Prioritize alternatives by equitable outcomes and reconcile with functional and fiscal drivers:

Click or tap here to enter text.

1. **CLARIFICATION OF PURPOSE AND IMPACTS:**

What does the proposal seek to accomplish? Will it reduce/amplify disparities or discrimination?

Click or tap here to enter text.

Adverse impacts/unintended consequences:

Click or tap here to enter text.

Who could be negatively impacted?

Click or tap here to enter text.

Are there better ways to reduce disparities and advance equity?

Click or tap here to enter text.

What will be your mitigating strategies?

Click or tap here to enter text.

1. **ADVANCING ANTI-RACIST ALTERNATIVES/IMPLEMENTATION:**

What positive impacts could result? Does the proposed change further anti-racist goals? Impede them?

Click or tap here to enter text.

Plan for measurement and evaluation of outcomes:

Click or tap here to enter text.

Are there provisions to ensure ongoing data collection, transparency, public reporting, participation, and public accountability?

Click or tap here to enter text.

Communication plans:

Click or tap here to enter text.

1. **ONGOING LEARNING AND ENGAGEMENT:**

Success indicators/progress benchmarks?

Click or tap here to enter text.

Evaluate whether action appropriately responds to interested parties’ priorities and concerns.

Click or tap here to enter text.

Plan for learning with interested parties in order to adjust actions as priorities and concerns shift.

Click or tap here to enter text.

Ongoing communication plan

Click or tap here to enter text.

Lessons learned?

Click or tap here to enter text.

Email copy of worksheet to the Office of Healthcare Equity [ohce@uw.edu](mailto:ohce@uw.edu)