Recording Ethnicity



Contents

Overview	.1
Recording a Client's Ethnicity (from Client's View)	.1
Recording a Client's Ethnicity (from Demographic Details)	.2
Recording Ethnicity (if Client Declines)	.2

Overview

BCHC reports ethnicity information to central government. This information helps NHS trusts to plan for future healthcare needs of the communities they serve, thus ensuring that all Clients receive the best possible care.

Recording a Client's Ethnicity (from Client's View)

When a Client is initially registered in Rio their ethnicity is often unknown. However, as ethnicity is a mandatory field an ethnicity of 'Not Known' is usually recorded. This results in the Client's ethnicity displaying as **Client Ethnicity Not Recorded** in red in the Demographics pane in the Clinical Portal.

To open the Client's Clinical Portal.

- Click Menu
- Click Quick Menu
- Click Client's View
- Search for Client

The Clinical Portal - Client's View screen will display.

• Locate the Demographics Pane (bottom left)

If a Client's ethnicity is displaying in red you will need to ask the Client what their ethnicity is.

COVID-19 - Recovered

1 Jan 1950 (71 year(s) old)

Secure Address, Cic/lac,

Saniav.Chapaneri@bhamcommunitv.nhs.uk

Client Ethnicity Not Recorded

Video: Not Recorded , Telephone: Not Recorded , Face-2-Face: Not Recorded

Mr Tester TEST

1654774

Μ

ZZ99

Yes

English

Not required

01213569486

012144555566

07895555890

Demographics

COVID - 19 Status

Date Of Birth

Full Address

Client Telephone

Mobile Tel.Number

Consultation Medium

Interpreter Required?

First Language (If Not English)

Client Email

Ethnicity

YCC Availability

Evening Tel. Number

PostCode

Full Name

ClientID

Gender

To update ethnicity from the Clinical Portal.

• Click the Ethnicity link

The **Demographics** screen will display

- Click Edit this client
- Click Ethnicity drop down
- Select the **given ethnicity** from the list
- Click Save to local only
- Click the Clients Name link on the Banner bar to return to the Clinical Portal screen

Best Care Healthy Communities BCHC Digital Skills Training Team/V1.1/RW

Patient Communication Preferences SMS Consent Given

Recording Ethnicity

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The Ethnicity you recorded will now be visible in the **Demographics** pane on the Clinical Portal.

 First Language (If Not English)
 English

 Ethnicity
 Mixed

 Interpreter Required?
 Not required

Mixed - White & Black Caribbean Not required

Recording a Client's Ethnicity (from Demographic Details)

A Clients ethnicity can also be updated directly from the **Demographic Details** screen.

- Click Menu
- Click Quick Menu
- Click Demographic Details
- Search for Client

The Demographic Details screen will display

- Click Edit this Client
- Locate the Ethnicity dropdown
- Select the given ethnicity from the list
- Click Save to local only

Ethnicity	Not Known	× -
	Please Select	
	White - British	^
	White - Irish	
1 A A	White - Any other background	
	Mixed - White & Black Caribbean	
	Mixed - White & Black African	
	Mixed - White & Asian	
	Mixed - Any other mixed background	
	Asian or Asian British - Indian	
	Asian or Asian British - Pakistani	
	Asian or Asian British - Bangladeshi	
	Asian or Asian British - Any other background	
	Black or Black British - Caribbean	
	Black or Black British - African	
	Black or Black British - Any other background	
	Other Ethnic Groups - Chinese	¥
	Other Ethnic Groups - Any Other Group	

Recording Ethnicity (if Client Declines)

Ethnicity	Mixed - White & Black Caribbean	•
	white - irish	
	White - Any other background	^
	Mixed - White & Black Caribbean	
	Mixed - White & Black African Mixed - White & Asian	
	Mixed - Any other mixed background	
	Asian or Asian British - Indian	
	Asian or Asian British - Pakistani	
	Asian or Asian British - Bangladeshi	
	Asian or Asian British - Any other background	
	Black or Black British - Caribbean	
	Black or Black British - African	
	Black or Black British - Any other background	
	Other Ethnic Groups - Chinese	
	Other Ethnic Groups - Any Other Group	
	Not Known	<
	Not Stated (Client Refused)	

If a Client declines to tell you their ethnicity, then the option of **Not Stated (Client Refused)** should be completed. This indicates the Client has been asked their ethnicity and lets other users know that they need not ask again.

2