



Acknowledgements and further reading:

This checklist was developed in 2010 by members of the ISEPICH Social Inclusion Working Group, drawing in particular on the resources below. We are grateful to VicHealth for allowing us to adapt questions from the draft VicHealth Equity Tool.

“Doing Our Best to Promote Social Inclusion” ISEPICH, May 2010.
Available on the ISEPICH website. Includes information on resources and what people have been doing locally.

“People, Places, Processes” VicHealth, 2008.
Available on the VicHealth website. Includes overview of evidence and the draft Equity Tool (a guide to designing interventions).

“Victorian Charter of Human Rights and Responsibilities”
Available on the Victorian Equal Opportunity and Human Rights Commission website.



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Social Inclusion & Equity

CHECKLIST

A resource to help us think, plan and work better

“A socially inclusive society is defined as one where all people feel valued, their differences are respected, and their basic needs are met so they can live in dignity.

Social exclusion is the process of being shut out from the social, economic, political and cultural systems which contribute to the integration of a person into the community.” *VicHealth (2005)*

Key aspects of social inclusion are:

1. Social Connection

- supportive relationships
- involvement in community & group activities
- civic engagement

2. Freedom from Violence

- social, emotional, physical & economic security
- equitable & respectful relationships

3. Freedom from Discrimination

- valuing diversity
- physical security & respect
- equality of opportunity

4. Access to Economic Resources

- work
- education
- housing
- money

VicHealth Participation for Health Framework (2009)

“Health inequalities/inequities are differences in health status that result from social, economic, and geographic influences that are avoidable and unnecessary.”

Key aspects of health inequities are:

1. Inequality of Access

Barriers to services that support health and wellbeing e.g. cost, location, physical inaccessibility, not being culturally appropriate.

2. Inequality of Opportunity

Barriers to the social, geographic and economic resources necessary to achieve and maintain good health e.g. education, employment, income and a safe place to live.

3. Inequality of Impacts and Outcomes

It is important to measure health outcomes so that it is possible to notice who is or is not achieving good health and wellbeing in the community.

(p. 6, “People, Places, Processes”, VicHealth April 2008; citing Victorian Health Promotion Foundation, 2005)



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CHECKLIST for Social Inclusion & Equity

The checklist can be used to help make programs and services inclusive. While any one activity may not meet all the criteria, they are meant to challenge and help us think in new ways. Our main aim is to create a community where people can form links, connections and friendships and get the support they need.

Cost

- Are there costs of participation? Can these be reduced? e.g. fees, transport, parking, materials, child or respite care, meals, reduced work hours

Physical access

- Are scheduled times of activities and venue layout accessible for all (e.g. including TTY access, large print signage, ramps/lifts)?
- Are resources available in large print?
- Is language clear & in plain English?
- Have transport routes been mapped to ensure access is possible?
- Can alternative transport be provided?

Social influences

- How are people welcomed?
- Does the program increase participants' access & participation in broader social networks?
- How are new participants inducted?
- Are food options healthy & appropriate?
- Do program activities provide opportunities for participants to mix & work in partnership with people from all sorts of backgrounds & age groups?

Evaluation & dissemination

- How will the program assess ongoing benefits for participants & to community/partners?
- Will your evaluation results reveal if outcomes are different for sub-populations facing the greatest inequality?
- Will your evaluation enable you to analyse results according to gender,

age, ethnicity, Indigenous status, disability & socio-economic status (using non-intrusive techniques)?

- How do you plan to disseminate the successful strategies?

Culturally appropriate service delivery

- How will the focus population be involved in planning, delivery, participation & evaluation?
- What does catchment data tell you about the groups facing the greatest inequality? e.g. low socio-economic status, Indigenous, disability, cultural & linguistic diversity (CALD)
- How are Indigenous people welcomed?
- How are CALD people welcomed?
- Are resources available in languages other than English?
- Have the needs of both women and men been considered?
- Have the needs of hearing, speech or vision impaired people been considered?
- How does the program support the needs of children or carers of participants?

Education & employment influences

Does the program:

- Address barriers that participants may have to education & employment opportunities?
- Offer opportunities for participants to improve their reading, numeracy & other skills?
- Develop skills that increase the opportunities for participants to access education & employment?



Organisational support

In order to provide socially inclusive programs and services, we need organisational support. Does your organisation's policy and practice support the following?

YES
PARTIALLY
NEEDS WORK

- Cultural diversity & respect
- Gender equity
- Sex & gender diversity & respect
- Staff training to support inclusive practice
- Interpreter and translation services
- Access and support for people with disabilities
- A healthy workplace e.g. support for healthy lifestyles, healthy catering guidelines
- Reduced prices, concession rates or fee waivers in order to improve access
- Recognition of traditional owners at public events
- Recognition of existing learning & skills of participants & other people on low income
- Strategies that foster training and employment opportunities for participants
- Referrals for advice e.g. government income support, housing, transport, community banking, financial counselling, aids and equipment, childcare, respite care
- Development of partnerships to support participation & inclusion e.g. with providers of transport, housing, care services, education & employment
- Easy access to organisational policies by service users and the public