

**Minutes**  
**PHECC Council Meeting**  
**11<sup>th</sup> May 2017**

**Present**

Jacqueline Burke (Chair)  
Jason van der Velde  
Martin Dunne  
Mick Molly  
Shane Knox  
Stephen Brady  
Tess O'Donovan  
Thomas Keane  
Pat Hanafin  
Shane Mooney  
Fiona McDaid  
David Menzies  
Patrick Fleming  
Hillary Collins

**Apologies**

Patrick Plunkett  
Conor Deasy

**In attendance:**

Barry O'Sullivan (Deputy Director)  
Anne Keogh (Acting Secretariat)  
Con Foley (Chair of Compliance and Audit Committee)

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**1. Chair's Business**

- 1.1 Closed meeting
- 1.2 The chair welcomed Barry O'Sullivan and others to the meeting. The chair wished to thank Conor Deasy and EMS Gathering Team on another very successful conference.

**2. Minutes & Matters arising**

**2.1 Draft Minutes for the April 2017**

The draft minutes for the April 2017 meeting were presented for consideration.

**Resolution**

**Council approves the minutes of the April 2017 meeting.**

**Proposed: Mick Molloy**

**Seconded: Hillary Collins**

**Carried without dissent**

**2.2 Matters arising**

- 2.2.1 Priority Dispatch Committee, clarification on terms of reference.  
The Council agreed that the executive would not have a voting member on the Priority Dispatch Committee in alignment with the other Committees of Council.
- 2.2.2 Business Plan 2017, clarification on figures –  
Council directed that the executive advises the DOH of an error/typo relating to percentages in an appendix to their letter of determination.
- 2.2.3 Education and Standards Committee, terms of reference clarification on membership.  
There were no Medical Practitioners available from Council to sit on this committee. Expressions of interest will be requested. There was agreement that once a standard for CPC has been established then implementation will pass to the Quality and Safety Committee.

- 2.2.4 Quality and Safety Committee, terms of reference clarification on membership changes were agreed.
- 2.2.5 A request from the Council that Brian Power of PHECC make links with other European Bodies re: Brexit. A suggestion that link be made with European Forum for Health Care be made also.

## **Resolution**

**Council approves the changes to the Terms of Reference for the Priority Dispatch Committee, Education and Standards Committee and the Quality and Safety Committee.**

**Proposed: Fiona McDaid**

**Seconded: Tess O'Donovan**

**Carried without dissent**

## **3. Governance**

- 3.1 Chairmanship skill of Chairs – Irish Times Training  
Chairs to meet after this meeting and contact BOS re: suitable dates either July or September 2017.
- 3.2 Conflict of interest Policy and Practice  
To be brought forward to June meeting.
- 3.3 Council Standing Orders Review  
To be brought forward to June meeting.

## **4. Directors report**

- 4.1 Report delegated decisions to Director, for noting  
The Council noted and approved the delegated decisions to the Director.

## **5. Register**

- 5.1 Register update  
It was noted that the membership on the Register had plateaued at approximately 5,000.  
A chart plotting membership over the last 5 years is to be included in the June meeting papers.
- 5.2 EMT CPC update  
Report was included in meeting papers and the Deputy Director informed the Council that EMT CPC was being received positively by practitioners. A revised EMT CPC booklet was distributed. The Council wish to acknowledge the work completed to date on CPC for practitioners.  
  
The subject of HSELand and its promotion to registered practitioners to gain access was raised. The EMT CPC Co-ordinator will be invited to present to the Education and Standards Committee.
- 5.3 FTP update  
The Chair of the FTP Committee Patrick Plunkett sent apologies for this meeting. Dates to be confirmed for hearings.

Following the recent conviction of a registered paramedic for sexual assault of a nine-year-old girl in the Circuit Criminal Court, Council directed that legal advice be requested with respect to protection of the public, including child safety issues, in relation to the;

- Obligations of CPG approved organisations to notify PHECC of criminal charges?
- Obligations for practitioners to notify of concerns PHECC as per their Code of Professional Conduct and Ethics.
- The rights and responsibilities of Council to protect the public.

## **Resolution**

**Council approves the executive to seek legal advice in relation to the rights and responsibilities of the Council, the executive, CPG Approved Organisations and registered practitioners, in relation to alleged and proven criminal acts by registered practitioners (including alleged child abuse) as a matter of urgency.**

**Proposed: David Menzies**

**Seconded: Jason van der Velde**

**Carried without dissent**

## **6. Quality and Safety**

### **6.1 Development and deployment of the Responder Alert App (Rapp) – Summary Report**

The Council commended the work done by Gearoid Oman and PHECC team on this project, letter to be written to Gearoid Oman thanking him for the work completed. However, PHECC are to cease funding this project until there is some traction from NAS. The Quality and Safety committee to write to NAS stating the willingness to share Intellectual Property on this application.

## **7. Education and Standards**

Medical Practitioner requested from the Council, no Medical Practitioner on the council could currently commit to membership of this committee. Expression of Interest to be sent requesting nominees. Once a quorum has been reached go ahead for the first meeting.

### **7.1 Quality Review Framework Onsite Review Reports**

The QRF reports were welcomed and their extensive and detailed contents were noted. Considering the volume and extent of the workload involved in the preparation of these reports Council encouraged the executive to consider outsourcing the conduct and preparation of the QRF reports with oversight to be provided by the executive.

### **NQEMT Examinations Results 2016**

Discussion took place on the report and request came for historical data to be presented at the next meeting.

### **7.2 Schools Project**

A submission for Council to support a school's project by assisting in the production of quality publications was considered. There was general support for the initiative and DFB offered collaboration with this project. Council decided that the Education and Standards committee take on this project.

## 8. Clinical Matters

The draft PHECC Key Performance Indicators (KPIs) Standards were considered as well as their compatibility with the HSE and the Acute Coronary Syndrome (ACS). Discussion took place.

### Resolution

**Council approves PHECC Key Performance Indicators (KPIs) Standards and authorises their publication.**

**Proposed: Shane Knox**

**Seconded: Jason van der Velde**

**Carried without dissent**

## 9. AOB

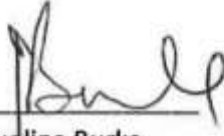
9.1 CHC letter - Discussion took place and letter of reply to be sent to CHC outlining no change to current status.

9.2 The Council acknowledged letter from Kieran Henry of the EMS Gathering committee.

9.3 Representation at the PACE conference in Canada was proposed and discussed. The Chair questioned the merit of sending four persons as proposed. However, on the basis of a potential sharing of resources and that representation at PACE would inform the ongoing work in developments in scoping the role of Community-based Paramedics and the consequent development of CPGs, Council decided to send Jason van der Velde, Shane Knox and Tess O'Donovan subject to availability and the development of a business case by the Executive including costs and potential benefits. Council recommend that Director ensure that the clinical representative from the executive be experienced in CPG development.

9.4 Discussion took place on the Garda and Garda training college.

There being no other business the meeting concluded the next meeting will be held 14<sup>th</sup> of June in the PHECC office Naas.

Signed   
Dr Jacqueline Burke  
Chair

Date: 