

## Minutes of the Council Meeting

10<sup>th</sup> December 2015

### Present

Tom Mooney (Chair)  
Valerie Small  
Cathal O' Donnell  
Michael Brennan  
Martin Dunne  
Shane Knox  
Michael Dineen  
David Maher  
Mick Molly (via teleconference)  
Shane Mooney

### Apologies

Patrick Plunkett  
Thomas Keane  
Glenna Woods  
Stephen Brady  
Barry O' Brien

### In Attendance

Peter Dennehy  
Marian Spence  
Jacqueline Egan

### 1. Chair's Business

The Chair opened the meeting and acknowledged apologies. He passed on condolences on behalf of himself, members, and the executive to Ross Hattaway, Assistant Principal Officer in the Dept. of Health on the recent death of his Father.

### 2. Minutes & Matters arising

#### 2.1. Draft minutes November meeting

#### **Resolution:**

**Council approves the minutes for the November meeting.**

**Proposed:** Shane Mooney

**Seconded:** Martin Dunne

Carried without dissent

### 3. Governance and Finance

#### 3.1. Strategic Plan – implementation review

The executive progress on the 2015 implementation plan for the PHECC Strategic Plan 2015-2017 was included for information.

#### 3.2. Council workshop

The Chair provided information on the Council workshop proposed at the last meeting. The workshop will take place on the 10<sup>th</sup> February with the Council meeting being held the next day as scheduled. The Chair gave an outline of the proposed programme and sought feedback from Members. It was suggested as the present Council are due to expire end of June next year, this would also provide an opportunity to reflect on the work to date of the present Council to pass on to next group.

### 3.3. CFR promotion campaign

Council earlier this year expressed support for the previous PHECC CFR promotion campaign conducted in 2014. A document detailing a targeted CFR media campaign for Christmas 2015 was included. Council were asked to consider funding not to exceed €90K for the campaign. There was general agreement for this worthwhile initiative.

Members were also requested to support the work of the Irish Heart Foundation (IHF) as has been historically the case.

#### **Resolution:**

**(a) Council approves funding not to exceed €90K for a 2015 Christmas targeted media campaign.**

**(b) Council approves funding of €89,300 for the Irish Heart Foundation.**

**Proposed:** Shane Mooney

**Seconded:** Shane Knox

Carried without dissent

### 3.4. Medical Advisor to Director

Council were notified that Dr Mark Doyle has agreed to continue in his role as medical advisor to the Director for the next period of 12 months. Council endorsed the continuation of his contract with PHECC.

#### **Resolution;**

**Council approves the renewal of the contract of Dr Mark Doyle for a further 12 months as Medical Advisor to the Director of PHECC.**

**Proposed:** Cathal O' Donnell

**Seconded:** Michael Dineen

Carried without dissent

## **4. Education & Standards**

### 4.1. Draft on-site review reports

There were 5 draft on-site review reports with associated appendices included for Council's consideration. These draft reports mark the end of year one of the first 5-year quality improvement cycle and review process for all PHECC recognised institutions. Council were informed that following formal approval of the reports they will be returned to the relevant recognised institution(s) prior to publication no later than 1<sup>st</sup> February next year.

#### **Resolution:**

**Council approves the five draft Recognised Institution Quality Standards On-Site Review Reports**

**Proposed:** Valerie Small

**Seconded:** Michael Dineen

Carried without dissent

### 4.2. Qualifications Directive 2015/55/EU

The Qualifications Directive 2015/55/EU was included for information. It was suggested that the forthcoming Council Workshop may be a good forum to discuss the implications on the registration of professional qualifications of Practitioners in the Irish context. Members noted this item.

#### 4.3. Continuous Professional Competency

The Education & Standards Committee at its November meeting recommended the commissioning of an organisation to examine all the available evidence and formulate evidence-based options for paramedic and AP practitioners. It is expected the results of this project would be presented to committee and Council by end Q2 2016. There was general agreement for this course of action.

#### 4.4. Council Policy for National Qualification in Emergency Medical Technology

##### 4.4.1. NQEMT EMT exam – access to exams

The Education & Standards Committee recommended to Council a change in NQEMT exam policy to reflect that EMT candidates can access NQEMT EMT examinations for a fixed time period of 6 months from completion date of training course to completion of successful assessment. An extension to 9 months be allowed only in extenuating circumstances. In this regard the revised Council Policy for National Qualification in Emergency Medical Technology was included for consideration.

#### **Resolution:**

**Council approves the revised Council Policy for National Qualification in Emergency Medical Technology – V8 to include an allowable fixed time period of 6 months from completion date of training course to completion of successful assessment for NQEMT EMT candidates, and extension to 9 months for extenuating circumstances.**

**Proposed:** Michael Dineen

**Seconded:** David Maher

Carried without dissent

### **5. Registration Matters**

#### 5.1. Register Update

The report containing the names for awarding of the NQEMT along with a list of names for entering in the appropriate division on the Register was included and noted by Council.

#### 5.2. Registration Rules 2015 – Draft

As requested from the previous meeting updated registration rules reflecting legal opinion as requested by Council on this matter was included. The updated rules further refined criteria and process for re-registration by practitioners. A broad discussion ensued around the mandatory regulatory requirements of practitioner CPG currency being required prior to registration being granted by the Director and the role of the proposed PHECC CPG familiarisation online in facilitating this requirement in a timely manner. Following discussion it was agreed to approve the rules as presented with implementation arrangements to be reviewed as various proposals are developed.

#### 5.3. Code of Professional Conduct and Ethics - Draft

Drafts of a revised Code of Professional Conduct and Ethics for Pre-Hospital Emergency Care Council Registrants incorporating the change requested by Council at the last meeting and the revised Registration Declaration Form have been included for consideration.

**Resolutions:**

- (a) Council approves the 2015 Registration Rules**
- (b) Council approves the Code of professional Conduct & Ethics.**

**Proposed:** Michael Dineen

**Seconded:** Shane Knox

Carried without dissent

**5.4 Fitness to Practice; Update**

Members were informed that two cases are presently being progressed.

**6. Clinical Governance Matters**

**6.1. Update - prescription only medication for non-medical persons in emergency**

Members were informed that the executive has engaged with the HPRA as both organisations have a responsibility under S1 449 Medicinal Products (Prescription and Control of Supply) Amendment (No. 2) Regulations 2015.

The draft CPGs to support this matter were included for information purposes. The CPGs were developed and consensus achieved by the Medical Advisory Committee (MAC) through the Delphi process and revisions to CPGs have been carried out. Mick Molloy, Chair of MAC reported on the discussions at the committee on this item. He highlighted the main areas which will require broader discussion with the HPRA and the DOH in particular the licensing agreements for some of the medications. Following discussion it was agreed the Chair of MAC and Brian Power, Programme Development Officer lease to progress a memorandum on the main topics for discussion. This memorandum to be submitted to the DOH along with a meeting request. The CPGs will be brought back to MAC in due course for further review.

**7. Quality and Safety**

**7.1. CISM Module**

An update report on the CISM e-learning Stress Awareness Training (SAT) Module was included for consideration. Members agreed to support the development and implementation of this module in a number of CISM Network member organisations, to be agreed by the Network.

**Resolution:**

**Council approves funding to further develop the CISM Stress Awareness Training (SAT) module, for implementation in a number of CISM network member organisations, not to exceed €20K**

**Proposed:** David Maher

**Seconded:** Shane Knox

Carried without dissent

**7.2. Public Access Defibrillation**

Correspondences from the DOH and the PHECC draft response relating to: 1) a Public Access Defibrillation Pilot Programme and 2) development of an AED Register were included as well as the HIQA Health Technology Assessment (HTA) of Public Access Defibrillation in addition to key reports from the National Defibrillator Register Steering Group for Council's feedback. A brief summary of previous PHECC involvement in this area was outlined. A broad discussion ensued and suggestions

were agreed for the response correspondence to the DOH including a meeting of relevant stakeholders with the DOH.

### 7.3. eACR/PCR project update

An update report on the eACR/PCR application for implementation in auxiliary and voluntary organisation in the first instance was included. Progress to date was highlighted and the development of a reporting module was also noted. The date of commencement of the pilot has yet to be confirmed. Council were requested to consider funding the purchase of an additional 20 tablet devices to progress this project.

#### **Resolution:**

**Council approves funding to purchase an additional 20 tablet devices for deployment in auxiliary and voluntary organisations for the purpose of the electronic patient data collection using the eACR/PCR application.**

**Proposed:** Martin Dunne  
Carried without dissent

**Seconded:** David Maher

### 7.4. Information Standard – PCR

Approval of the draft Patient Care Report (PCR) Information Standard was sought on the recommendation of MAC. Mick Molloy requested that international data standards pertaining to events be considered for inclusion in the standards. Council were informed that the Ambulatory Care Standard which records event data will be coming before Council in February but nonetheless research will be carried out as to the relevance of event data elements being included in the PCR standard. Both standards will return to Council as appropriate.

## **8. Director's Report**

All items contained in the report were addressed throughout the meeting.

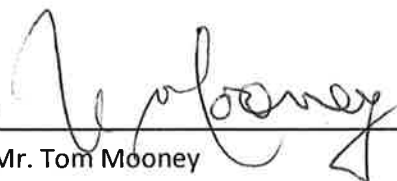
### 8.1. Delegated decisions

The report on the delegated decision to the Director were included for noting.

## **9. AOB**

### 9.1 2014 Financial Statements

The Director reported that the 2014 Financial Statements have been agreed by the C&AG and will be published on the PHECC website once signed-off by the C&AG.

Signed:   
Mr. Tom Mooney  
Chairperson

Date: 11/02/2016