

Call for expressions of interest for membership to Pre-Hospital Emergency Care Council (PHECC) Committees

Background:

The Pre-Hospital Emergency Care Council (PHECC) is seeking expressions of interest from our wide range of stakeholders; PHECC registrants, licensed CPG providers, PHECC recognised institutions and others, to participate in the work of its Committees.

PHECC's Role:

The Pre-Hospital Emergency Care Council (PHECC) is an independent statutory agency with responsibility for standards, education and training in the field of pre-hospital emergency care. PHECC are the regulator for emergency medical services (EMS) in Ireland and our role is to protect the public. Council publish clinical practice guidelines (CPGs) and recognise institutions to provide pre-hospital emergency care training and education. In addition to maintaining a statutory register of practitioners, Council also approve Pre-Hospital Emergency Care Service Providers to implement CPGs.

[PHECC's Committees:](#)

PHECC's Committees assist and advise Council in fulfilling its statutory functions and ensure that a broad range of contributions, skills and qualities are available in the interest of patients and the public. Committees are made up of Council and non-Council appointed members who demonstrate knowledge, skills and/or expertise in the primary area of focus and responsibility of a particular Committee.

The role:

PHECC Council seeks to appoint persons who will assist Council work through participation on established statutory Council Committees. Such appointees may be asked to participate on sub-Committees and working groups as and when they are convened. The expertise and competencies are set out below.

Committee requirements:

<u>Committee</u>	Specific requirements
Education and Standards Committee 6 vacancies	<ol style="list-style-type: none">1. Patient representative2. Non-government organisation with a community focus3. PHECC registrant at facilitator or tutor level representing private Recognised Institutions (RIs) providing Emergency Medical Technician (EMT) training4. Representative from the higher education institutions who is a registered nurse involved in the education/training of nurses5. Representative from the higher education institutions who is a registered medical practitioner involved in paramedic education6. PHECC registered AP Tutors or P Tutors – 2 vacancies
Quality and Safety Committee 4 vacancies	<ol style="list-style-type: none">1. Patient representative2. Representative from licensed CPG providers who operate a private ambulance service3. Representative from licensed CPG providers Other Than;<ol style="list-style-type: none">(a) HSE National Ambulance Service(b) Dublin Fire Brigade(c) Member organisation of the Joint Voluntary and Auxiliary Organisations Committee(d) Defence Forces Medical Services(e) Licensed CPG providers who operate a private ambulance service4. Representative from a third level institution with expertise in healthcare quality and safety
Priority Dispatch Committee 1 vacancy	<ol style="list-style-type: none">1. Operational PHECC registered practitioner (at Paramedic level or above)

All candidates shall also possess a range of skills and competencies amongst the following:

Skills and competencies

Essential

- Have good interpersonal skills with proven ability to build relationships with many different stakeholders

- Ability to interact with other Committee members in a group setting, valuing the contributions of all members
- Display good oral and written communication skills, with ability to negotiate and challenge when necessary
- Ability to make informed decisions, think critically and articulate opinions in a clear, concise and logical manner
- Demonstrate effective judgement, decision making, analytical thought and initiative
- Have a strong sense of ethics and integrity
- Ability to bring objectivity and scrutiny to the governance of the Committee.

Desirable

- Experience developing, reviewing and analysing policies
- Display knowledge of the business and regulatory environment in which PHECC operates or demonstrate capacity to acquire this knowledge
- Experience of the public health sector
- Broad experience in professional regulation and/or regulation of services
- Knowledge of delivery and/or management of healthcare services is highly desirable.

Remuneration

Committee member expenses will be paid in accordance with public service travel and subsistence policy. No direct remuneration will be paid.

Term of appointment

The appointment to a Committee of PHECC is for the duration of the serving Council which is a four year period.

Time commitment/frequency of meetings

The time commitment will vary depending on the work of the Committee. The minimum number of scheduled meetings is set out in the table below however additional meeting days may be required.

Committee	Meetings per year
Education and Standards	6
Quality and Safety	4
Priority Dispatch	4

Meetings Location

Generally, all meetings of the Committees are held at PHECC offices in Naas Co Kildare. However, from time to time meetings may be held in other locations. Appointees are expected to be able to sit at all national locations.

Conflicts of interest

Personal or professional relationships with Council or Committee members, Recognised Institutions and/or licensed CPG providers, or with PHECC staff, may be perceived as a conflict of interest and should be declared on application.

Application process

How to apply

1. Download and complete the [application form](#)
2. Attach a short CV of not more than two pages including the names and contact details of two referees (not related to you)
3. Return the application form and CV to deirdre@phecc.ie

Candidates must specify the Committee they are applying for. If applying for membership to more than one Committee, candidates must list in order of preference.

The closing date for applications is **Tuesday 6th June 2017 @ 1pm.**