

# Pre-Hospital Emergency Care Council

ANNUAL REPORT 2006



Pre-Hospital  
Emergency Care  
Council



Pre-Hospital  
Emergency Care  
Council



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## introduction

### Introduction

The Pre-Hospital Emergency Care Council is an independent statutory agency charged with responsibility for standards, education and training in the field of pre-hospital emergency care in Ireland.

The Council was established as a body corporate by the Minister for Health and Children by Statutory Instrument Number 109 of 2000 (Establishment Order) which was amended by Statutory Instrument

Number 575 of 2004 (Amendment Order). These Orders were made under the Health (Corporate Bodies) Act, 1961 as amended.

The membership of the Council is defined in the Statutory Instrument as consisting of not more than seventeen persons who shall be appointed by the Minister.

## mission statement

### Mission Statement

The Pre-Hospital Emergency Care Council protects the public by specifying, reviewing, maintaining and monitoring standards of excellence for the delivery of

quality pre-hospital emergency care for people in Ireland.

## strategic plan 2006-2009

### Strategic Plan 2006-2009

#### STRATEGIC PLAN 2006-2009

The Strategic Plan links the Mission Statement to Council functions, governance and administrative support objectives. The specific strategies associated with each individual objective are detailed. The Strategic Plan gives clear direction and focus.

Council's Functions Objectives are

1. To ensure training institutions and course content in First Response and Emergency Medical Technology reflect contemporary best practice.

2. To ensure pre-hospital emergency care responders and practitioners achieve and maintain competency at the appropriate performance standard.

3. To sponsor and promote the implementation of best practice guidelines in pre-hospital emergency care.

4. To source, sponsor and promote relevant research to guide Council directions and the development of pre-hospital emergency care.

5. To recommend other pre-hospital emergency care standards as appropriate.



## chairman's statement

### Chairman's Statement

It is with great pleasure that I introduce Council's Annual Report for the year ending 31st December 2006, the seventh since its establishment in 2000.

During 2006, the Director and Staff of Council have worked actively with the Department of Health and Children, with the National Ambulance Service and with other relevant groups and organisations in a partnership approach to the development and enhancement of Pre-Hospital Emergency Care.

Following a review of Council's achievements against its first Strategic Plan 2002-2005 and a workshop in May, Council signed off on its second Strategic Plan 2006-2009 to guide Council and Committee operations over the coming years.

As part of its commitment to best practice in governance, the Audit Committee completed its first full year in 2006 of supporting and advising Council on internal control including corporate governance and audit matters.

Sentinel achievements in 2006 include:

- the commencement in early 2006 of the 6th only statutory health professional register after Doctors, Nurses, Dentists, Opticians and Pharmacists; there are 1,311 registrants (53 Advanced Paramedics, 1,207 Paramedics and 51 EMTs) at the end of 2006;
- the establishment of an Out-of-Hospital Cardiac Arrest Register (OHCAR) in association with the HSE and the University of Galway;
- the establishment of a pre-hospital research centre in conjunction with the University of Limerick;
- the publication in December 2006 of PHECC Standards that ascribe training and education requirements in 6 levels across the broad range of responders (Cardiac First Response, Occupational First Aid, Emergency First Response) and registered pre-hospital emergency care practitioners (Emergency Medical Technician, Paramedic, Advanced Paramedic);

My appreciation goes out to the members of Council and the various Committees whose commitment and enthusiasm continue to realise the PHECC vision.



*Paul Robinson, Chairman*

I would like on behalf of Council to thank the Director, Dr. Geoff King, the Registrar, Mr. Barry O'Sullivan, and all the PHECC Team for their hard work and commitment, which has been and remains crucial to the progress being made. Council is conscious of the tremendous increase in the workload in recent years, and fully supports the Director in his efforts to secure additional staffing to ensure the continuing work of Council to the high standard which has always been its hallmark.

On behalf of Council, I would like to extend our appreciation to the Department of Health and Children for their support and funding.



## Council Membership

Membership of the Council on the 31st  
December 2006



**Chairman**

Mr. Paul Robinson  
*HealthCare Management  
Consultant*



**Vice-Chairman**

Prof. Gerard Bury  
*Professor of General Practice,  
UCD*



**Chair**

**Clinical Care Committee**  
Mr. Sean Creamer  
*Advanced Paramedic,  
HSE Eastern Region Ambulance Service*



**Chair**

**Medical Advisory Group**  
Mr. Mark Doyle  
*Consultant Emergency Medicine,  
HSE South Eastern Area*



**Chair**

**Accreditation Committee**  
Ms. Julie Woods  
*Registered Nurse*



**Chair**

**Control Working Group**  
Mr. Gabriel Glynn  
*Paramedic, HSE Western Area*



Mr. John Duggan  
*Paramedic,  
HSE Southern Area*



Mr. Pat Gaughan  
*Healthcare Management Consultant*



Mr. David Hall  
*Company Director,  
Private Ambulance Service*



Mr. Pat Hanafin  
*Paramedic,  
HSE Southern Area*



Mr. Martin Gallagher  
*Healthcare Management Consultant*



Mr. Frank O'Malley  
*Paramedic,  
HSE Mid Western Area*



Mr. Michael Garry  
*District Officer,  
Dublin Fire Brigade*



Mr. Macartan Hughes  
*Director,  
National Ambulance Service College*



Mr. Pat McCreanor  
*Chief Ambulance Officer,  
HSE Eastern Region Ambulance Service*

## council committees

### Council Committees

#### CLINICAL CARE COMMITTEE

To consider and advise on operational aspects of clinical care matters for/under consideration by Medical Advisory group (MAG), the Accreditation Committee and Council.

Mr. Sean Creamer	Chair
Mr. Paul Robinson	Chair of Council
Prof. Gerard Bury	Vice Chair of Council
Mr. Mark Doyle	Chair Medical Advisory Group
Ms. Julie Woods	Chair Accreditation Committee
Mr. Pat Hanafin	Public Sector EMT
Mr. John Duggan	Public Sector EMT
Mr. David Hall	Consumers Representative
Mr. Pat Gaughan	Council Member
Mr. Dave Sherwin	Dublin Fire Brigade (DFB)
Mr. Philip Lane	HSE Project Management Unit
Mr. Pat Grant	CAO's Association

#### ACCREDITATION COMMITTEE

To make recommendations to Council in relation to recognition of Training Institutions for education and training in Emergency Medical Technology.

Ms. Julie Woods	Chair
Mr. Paul Robinson	Chair of Council
Prof. Gerard Bury	Vice Chair of Council
Mr. Sean Creamer	Chair Clinical Care Committee
Mr. Mark Doyle	Chair MAG
Mr. Gabriel Glynn	Public Sector EMT
Mr. Frank O'Malley	Public Sector EMT
Mr. David Hall	Consumers Representative
Ms. Ursula Byrne	Education and Training, Nursing
Mr. Macartan Hughes	National Ambulance Service College
Mr. Michael Garry	Dublin Fire Brigade
Prof. Paul Finucane	Education and Training, Medical

Dr. David McManus	Northern Ireland Ambulance Service
Mr. Stephen McMahon	Irish Patients Association

#### EXAMINATION QUALITY COMMITTEE

To quality assure the NQEMT Examination and make recommendations to the appropriate Committee(s):

Dr. Geoff King	Chair
Mr. Sean Creamer	
Mr. Brian Power	
Ms. Pauline Dempsey	
Mr. Shane Knox	
Dr. Mags Burke	

#### APPEALS COMMITTEE

To consider appeals made to the Director on the same day as the examination (practical) and within four weeks of the examination result being made available (theory). A member must not be a member of the Quality Committee for the said examination.

Prof. Paul Finucane	Chair
Mr. David Hall	
Mr. John Duggan	
Mr. Frank O'Malley	
Mr. Gabriel Glynn	

#### AUDIT COMMITTEE

- To examine the adequacy of the nature, extent, and effectiveness of the accounting and internal control systems.
- To complement, enhance and support the internal audit function.

Mr. Con Foley	Chair
Mr. Seoirse Ó hAodha	Finance specialist
Mr. David Hall	Member of Council
Mr. Martin Gallagher	Management representative from Council
Ms. Pauline Dempsey	Staff member of PHECC

## council committees continued ...

### Council Committees continued ...

#### MEDICAL ADVISORY GROUP

To consider medical matters as referred to it by Council, the Clinical Care or Accreditation Committees or the PHECC office and to report to Council through the Clinical Care Committee.

##### 1. Medical Advisor – Ambulance Service (generic)

Mr. Mark Doyle	Chair
Mr. Stephen Cusack	HSE Southern Area - Medical Advisor
Mr. Connor Egleston	HSE North Eastern Area - Medical Advisor
Dr. John O'Donnell	HSE Western Area - Medical Advisor
Dr. Cathal O' Donnell	HSE Mid Western Area - Medical Advisor
Mr. Richard Lynch	HSE Midland Area - Medical Advisor
Dr. Mags Bourke	NATS - Medical Advisor/ Anaesthetist
Mr. Peter O'Connor	DFB - Medical Advisor

##### 2. Training and Development Officer – Ambulance Service (generic)

Mr. Danny O'Regan	HSE Southern Area - T&D Officer
Mr. John Burton	HSE Mid Western Area - T&D Officer
Mr. Brendan Whelan	HSE Midland Area - T&D Officer (Acting)
Mr. Declan Lonergan	HSE Eastern Area - T&D Officer
Mr. Lawrence Kenna	HSE Eastern Region - T&D Officer
Mr. Fergus McCarron	HSE North Western Area - T&D Officer
Mr. Michael Seaman	HSE North Eastern Area- T&D Officer
Mr. Vincent O'Connor	HSE Western Area - T&D Officer

##### 3. Training Institutions accredited by PHECC (generic)

Mr. Macartan Hughes	NASC
Mr. Martin O'Reilly	DFB - Training Officer

##### 4. Two representatives from Northern Ireland Ambulance Service analogous to (1) & (2)

Mr. Brian McNeill	Head of Training & Quality Assurance (NIAS)
Dr. David McManus	Medical Director (NIAS)

##### 5. The Chairs of both the Clinical Care and Accreditation Committees (generic)

Mr. Sean Creamer	Chair of Clinical Care Committee
Ms. Julie Woods	Chair of Accreditation Committee/Registered Nurse

##### 6. The Chair and Vice-Chair of Council (generic)

Mr. Paul Robinson	Chair of Council
Prof. Gerard Bury	Vice Chair of Council / General Practitioner

7. One each of Emergency Medicine Physician, General Practitioner, Paediatrician (currently an individual appointment), Anaesthetist, and Registered Nurse where not already a member by way of (1) to (7).

#### CONTROL WORKING GROUP

To recommend to Council on the following:

- Determine the merit in proposing the awarding of National Qualification in Emergency Medical Technology (Controller)
- Identify the essential components of initial training and Continuing Professional Development (that need to be accommodated in drafting curricula)
- Identify other issues in relation to Control that require definition and development and that are within the PHECC's remit and recommend to Council how they might best be progressed.

Mr. Gabriel Glynn	Chair
Prof. Gerry Bury	Professor of General Practice
Mr. Sean Creamer	Chair Clinical Care Committee
Mr. Brendan Crowley	Controller HSE Southern area
Mr. Pat McCreanor	Chief Ambulance Officer HSE Eastern Region
Mr. William Merriman	Controller HSE Eastern Region
Mr. John Moody	Controller DFB
Mr. Hugh O'Neill	Assistant Chief Fire Officer DFB
Mr. Gabe McClean	NI Ambulance Service
Mr. Joe Smith	Communications Officer HSE North Eastern Area
Mr. Shane Knox	Training Instructor NASC



## Director's Statement

In this annual report we update our progress and anticipate the challenges for the coming year.

I would like to acknowledge the Chair and all Council members for their efforts and their commitment throughout the last year. In conjunction with the dedicated work of the PHECC team a lot has been achieved in 2006:

- PHECC continues to conduct national examinations for Paramedics (the 14th in Sept) and Advanced Paramedics (the 4th in progress) and by the end of 2006 these have been successfully completed by nearly 500 Paramedics and over 50 Advanced Paramedics;
- the first Advanced Paramedics in Ireland graduated in 2005 and we now have 53 in number nationally;
- the Clinical Practice Guidelines published for EMT, Paramedic and Advanced Paramedic practice are in the process of being developed and expanded to guide practice across the 6 levels of the new Education and Training Standards;
- the National Patient Care Report (PCR) is now deployed, and an electronic PCR has been developed and is currently being piloted in HSE areas and Dublin Fire Brigade;
- the national project (Medical Emergency Responders Integration & Training, MERIT) has been rolled out by University College Dublin (UCD) to facilitate appropriate roles for General Practitioners in pre-hospital care, in collaboration with Ambulance Services, and is now active in 5 of 10 HSE areas;

- PHECC has continued with its programme of spatial analysis research to guide optimal deployment of ambulances, Advanced Paramedics and Responders;



*Dr. Geoff King, Director*

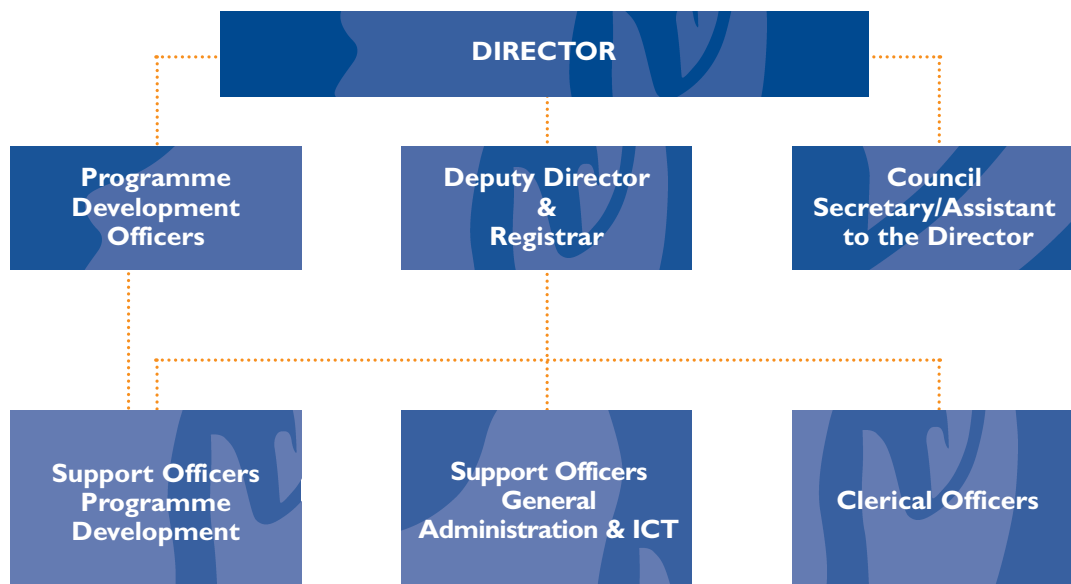
- Standards have been commissioned for Controller training;
- continued engagement occurs with the private, voluntary and auxiliary sectors involved in pre-hospital care.

The 1990 Report "Building Healthier Hearts" (also known as the Cardiovascular Strategy) led to the establishment of PHECC. PHECC participated in the Task Force on Sudden Cardiac Death and its report launched by the Minister for Health and Children, An Táiniste, Mary Harney, T.D., in March 2006 makes 75 recommendations, over 45 of which are relevant to PHECC and over 35 directly relate to PHECC. This report will be pivotal in guiding PHECC's work programmes in the coming years.



## PHECC team

### PHECC Team



**Director:**

Dr Geoff King

**Deputy Director & Registrar:**

Barry O'Sullivan

**Programme Development Officers:**

Pauline Dempsey  
Brian Power  
Jacqueline Egan

**Assistant to the Director /  
Council Secretary:**

Marian Spence /  
Patricia Leng

**Support Staff:**

Sylvia O'Mahony  
John Lally  
Sharon Gallagher  
Liz Dempsey  
Claire Finn  
Jill Mason

**Pre-Hospital Emergency Care Council**

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Abbey Street  
Naas, Co Kildare  
Ireland

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URL: [www.phecc.ie](http://www.phecc.ie)



financial statement

# Financial Statement For The Year ended 31st December 2006



## PRE-HOSPITAL EMERGENCY CARE COUNCIL

### FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2006

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#### Statement of Council Members' Responsibilities

The Council is required by the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Council and of its income and expenditure for that period.

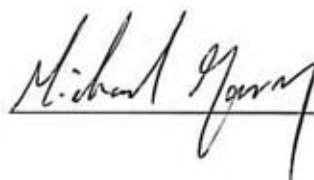
In preparing those financial statements, the Council is required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- comply with applicable Accounting Standards, subject to any material departures disclosed and explained in the Financial Statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Pre-Hospital Emergency Care Council will continue in operation.

The Council is responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Pre-Hospital Emergency Care Council and enable it to ensure that the financial statements comply with the Order. It is also responsible for safeguarding the assets of the Pre-Hospital Emergency Care Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Council

 Chairman

 Council Member

14 June 2007



## **Pre-Hospital Emergency Care Council**

### **Report of the Comptroller and Auditor General for presentation to the Houses of the Oireachtas**

I have audited the financial statements of the Pre-Hospital Emergency Care Council for the year ended 31 December 2006 under Section 5 of the Comptroller and Auditor General (Amendment) Act 1993.

The financial statements, which have been prepared under the accounting policies set out therein, comprise the Statement of Accounting Policies, the Income and Expenditure Account, the Capital Income and Expenditure Account, the Balance Sheet and the related notes.

#### **Respective Responsibilities of the Council and the Comptroller and Auditor General**

The Pre-Hospital Emergency Care Council is responsible for preparing the financial statements in accordance with the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 and for ensuring the regularity of transactions. The Council prepares the financial statements in accordance with Generally Accepted Accounting Practice in Ireland as modified by the directions of the Minister for Health and Children in relation to accounting for superannuation costs. The accounting responsibilities of the Members of the Council are set out in the Statement of Council Members' Responsibilities.

My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

I report my opinion as to whether the financial statements give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland. I also report whether in my opinion proper books of account have been kept. In addition, I state whether the financial statements are in agreement with the books of account.

I report any material instance where moneys have not been applied for the purposes intended or where the transactions do not conform to the authorities governing them.

I also report if I have not obtained all the information and explanations necessary for the purposes of my audit.

I review whether the Statement on Internal Financial Control reflects the Council's compliance with the Code of Practice for the Governance of State Bodies and report any material instance where it does not do so, or if the statement is misleading or inconsistent with other information of which I am aware from my audit of the financial statements. I am not required to consider whether the Statement on Internal Financial Control covers all financial risks and controls, or to form an opinion on the effectiveness of the risk and control procedures.



## **Basis of Audit Opinion**

In the exercise of my function as Comptroller and Auditor General, I conducted my audit of the financial statements in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board and by reference to the special considerations which attach to State bodies in relation to their management and operation. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures and regularity of the financial transactions included in the financial statements. It also includes an assessment of the significant estimates and judgments made in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Council's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations that I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements.

## **Opinion**

As explained in Accounting Policy No. 5, the Council recognises the costs of superannuation entitlements only as they become payable. This policy does not comply with Financial Reporting Standard 17 which requires such costs to be recognised in the year the entitlements are earned. While the failure to comply with Financial Reporting Standard 17 does not impact on the overall financial performance or position of the Council as disclosed in the financial statements, in my opinion compliance is necessary for a proper understanding of the costs of providing the superannuation benefits earned by employees during the year and of the value of the benefits that the Council has committed to providing in respect of service up to the year end.

Except for the failure to recognise the Council's superannuation costs and liabilities in accordance with Financial Reporting Standard 17, the financial statements give a true and fair view, in accordance with Generally Accepted Accounting Principles in Ireland, of the state of the Council's affairs at 31 December 2006 and of its income and expenditure for the year then ended.

In my opinion, proper books of account have been kept by the Council. The financial statements are in agreement with the books of account.

**Gerard Smyth**  
For and on behalf of the  
**Comptroller and Auditor General**  
22 June 2007



## PRE-HOSPITAL EMERGENCY CARE COUNCIL

### Statement on the System of Internal Financial Control

Year ended 31 December 2006

#### Responsibility for the System of Internal Financial Control

On behalf of the Pre-Hospital Emergency Care Council (PHECC), we acknowledge our responsibility for ensuring that an effective system of internal financial control is maintained and operated.

PHECC through the Director is responsible for monitoring the system of internal control and providing assurances to the Council.

A system of internal control is designed to reduce rather than eliminate risk. Such a system can provide only a reasonable and not an absolute assurance that assets are safeguarded, transactions authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely manner.

#### Key Control Procedures

The following is a description of the key processes, which have been put in place by the PHECC to provide effective internal financial control

- I. PHECC has an established organisational structure with clearly defined lines of accountability, responsibility and reporting;
- II. The system of internal financial control in PHECC is documented in Quality Management System (QMS) process maps;
- III. PHECC has established procedures around segregation of duties and the authorisation of expenditure;
- IV. TAS and SAGE Financial System are operated by PHECC to facilitate financial accounting practice and provide detailed audit trails on all transactions;
- V. Monthly expenditure and activity is monitored against the business plan. Reports are presented to the Director for consideration and appropriate action;
- VI. A monthly financial position report for the Department of Health and Children is prepared and submitted to the Department





## PRE-HOSPITAL EMERGENCY CARE COUNCIL

### Statement on the System of Internal Financial Control

Year ended 31 December 2006

- VII. An Audit Committee is in place and met three times during the year. This committee reported to the Council on 14<sup>th</sup> of December 2006.
- VIII. The monitoring and review of the effectiveness of the system of internal control is informed by the report of the Audit Committee, the work of the Internal Auditor, the Executive Managers in our Council who have responsibility for the development and maintenance of the financial control framework, and the recommendations made by the Comptroller and Auditor General in the course of audit or in his management letters.
- IX. Council Members are kept apprised of financial, control and general corporate governance matters via Council meetings which are conducted at regular intervals.

A formal review of the effectiveness of the system of internal control was carried out by an external firm of Accountants during 2006, this practice was reviewed and approved by the Audit Committee and Council.

I confirm that the Council has carried out a formal review of the effectiveness of the system of internal financial controls for 2006.

 Chairman

14 June 2007

 Director

## PRE-HOSPITAL EMERGENCY CARE COUNCIL

### FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2006

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#### Introduction

The Pre-Hospital Emergency Care Council was established by the Minister for Health and Children under the Statutory Instrument No. 109 of 2000, the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 and amended by Statutory Instrument No. 575 of 2004 (Amendment) Order 2004.

#### The main functions of the Council are:

- (a) To ensure Training Institutions and course content in Emergency Medical Technology reflect contemporary best practice.
- (b) To ensure pre-hospital emergency care providers achieve and maintain competency at the appropriate performance standard.
- (c) To prepare clinical practice guidelines for pre-hospital emergency care.
- (d) To source and sponsor relevant research to guide Council directions and the development of pre-hospital care.
- (e) To prepare standards of operation for pre-hospital emergency care providers to support best practice.
- (f) To establish and maintain a register of pre-hospital emergency care practitioners.
- (g) To recognise those pre-hospital emergency care providers which undertake to implement the clinical practice guidelines.

#### Statement of Accounting Policies

##### (1) Accounting Convention

The financial statements are prepared on the accruals basis under the historical cost convention in accordance with generally accepted accounting principles, except as indicated below.



## **(2) Income and Expenditure**

The non-capital allocation from the Department of Health and Children is dealt with through the Revenue Income and Expenditure Account. Any part of this allocation applied for capital purposes and resulting in fixed asset additions is transferred to the Capital Fund Account.

Where part of the non-capital allocation is used to fund projects, which also receive capital allocations, the non-capital funding part is taken to the Capital Income and Expenditure Account.

Capital allocations from the Department of Health and Children are dealt with in the Capital Income and Expenditure Account. The balance on this account represents the surplus/deficit on the funding of projects in respect of which capital funding is provided by the Department of Health and Children.

## **(3) Tangible Fixed Assets**

A full year's depreciation is charged in the year of purchase. All Fixed Assets acquired, regardless of the source of funds are stated at cost less depreciation. Depreciation, which is matched by an equivalent amortisation of the Capital Fund Account, is not charged against the Income and Expenditure account.

Depreciation is charged at the following annual rates:-

ICT Equipment:	33.3% straight line.
Other Equipment:	20.0% straight line.

## **(4) Capital Fund Account**

The Capital Fund Account represents the unamortised value of funding provided for fixed assets.

## **(5) Superannuation**

By direction of the Minister for Health and Children, no provision has been made in respect of benefits payable under the Local Government Superannuation Schemes as the liability is underwritten by the Minister for Health and Children. Contributions from employees who are members of the scheme are credited to the income and expenditure account when received. Pension payments under the scheme are charged to the income and expenditure account when paid.

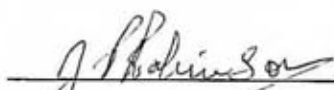


**PRE-HOSPITAL EMERGENCY CARE COUNCIL  
REVENUE INCOME AND EXPENDITURE ACCOUNT  
YEAR ENDED 31 DECEMBER 2006**

<b>Income</b>	<i>Notes</i>	<b>2006</b>	<b>2005</b>
		€	€
Department of Health and Children Allocation		2,812,000	2,236,000
Other Income	4	132,427	52,526
		<u>2,944,427</u>	<u>2,288,526</u>
Transfer to Capital Fund Account to fund Fixed Assets	17	(51,604)	(145,835)
Transfer to Capital Income and Expenditure Account		<u>(212,221)</u>	<u>(170,855)</u>
		<u>2,680,602</u>	<u>1,971,836</u>
<b>Expenditure</b>			
Employee Costs	3	743,626	689,347
Staff Related Expenses	5	67,839	54,685
Accommodation and Establishment Expenses	6	111,232	111,041
Recruitment and Media	7	67,524	10,161
Consultancy and Other Professional Fees	8	30,999	34,636
Examination and Other Related Expenses	9	57,284	86,899
Printing and General Administration	10	94,619	167,541
Information, Communication and Technology	11	53,690	65,879
Council/ Committee Expenses	12	73,320	103,184
EMS R&D, Special Projects, Grants	13	1,408,183	655,719
		<u>2,708,317</u>	<u>1,979,092</u>
<b>Statement of Movement in Accumulated Surplus (Deficit )</b>			
Surplus (Deficit) for the year		(27,715)	(7,256)
Surplus at 1 January 2006		12,859	20,115
Surplus (Deficit) at 31 December 2006		(14,856)	12,859

With the exception of Fixed Asset Depreciation and Amortisation which is dealt with through the Capital Fund Account, all recognised gains or losses have been included in arriving at the excess of expenditure over income.

On behalf of the Council



**Chairman**



**Council Member**

14 June 2007

The accounting policies on pages 9 - 10 and the notes on pages 14 – 18 form part of these financial statements.



## PRE-HOSPITAL EMERGENCY CARE COUNCIL CAPITAL INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31 DECEMBER 2006

Project	Opening Balance	Income			Expended	Closing Balance
	Opening Surplus/Deficit 1st January 2006	DoHC Capital Funding	Non Capital I & E Account	Total Income	Total	Closing Surplus/Deficit 31st December 2006
	€	€	€	€	€	€
Digital Pen Development	0	65,000	8,362	73,362	73,362	0
ePCR Enhancement	0		28,859	28,859	28,859	0
Microsoft Certification ePCR	0	25,000		25,000	25,000	0
Out of Hospital Cardiac Arrest Register	0	20,000	125,000	145,000	145,000	0
Tablet PCs - Advanced Paramedic Training	0	150,000		150,000	150,000	0
Medical Oversight - Advanced Paramedics	0	20,000	50,000	70,000	70,000	0
Research Partnership UL	0	20,000		20,000	20,000	0
<b>Total</b>	<b>0</b>	<b>300,000</b>	<b>212,221</b>	<b>512,221</b>	<b>512,221</b>	<b>0</b>

### Analysis of Capital Expenditure for the year ended 31 December 2006

#### Capital Expenditure resulting in fixed asset additions

Digital Pen, ePCR Enhancement, Microsoft Cert -  
Out of Hospital Cardiac Arrest Register €272,221

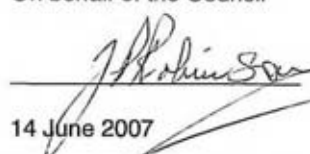
#### Capital Expenditure not resulting in fixed asset additions

##### Grants to Other Agencies -

Tablet PCs - Advanced Paramedic Training UCD/NATS 150,000  
Medical Oversight – Advanced Paramedics UCD/NATS 70,000  
Research Partnership UL 20,000 **€240,000**

**Total Capital Expenditure €512,221**

On behalf of the Council

 Chairman  
14 June 2007

 Council Member

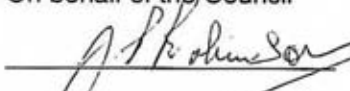
The accounting policies on pages 9 - 10 and the notes on pages 14 – 18 form part of these financial statements.

**PRE-HOSPITAL EMERGENCY CARE COUNCIL  
BALANCE SHEET**


**As at 31 DECEMBER 2006**

	<i>Notes</i>	<b>2006 €</b>	<b>2005 €</b>
<b>Fixed Assets</b>	<b>16</b>	<b>371,239</b>	<b>327,927</b>
<b>Current Assets</b>			
Cash in Bank		31,249	278,363
Debtors and Prepayments	<b>15</b>	<b>87,490</b>	<b>41,536</b>
		<u>118,739</u>	<u>319,899</u>
<b>Current Liabilities</b>			
Creditors and Accruals	<b>14</b>	<b>133,594</b>	<b>307,040</b>
<b>Net Current Assets</b>		<b>(14,855)</b>	<b>12,859</b>
<b>Total Assets less Current Liabilities</b>		<u><b>356,384</b></u>	<u><b>340,786</b></u>
<b>Financed By</b>			
Capital Fund Account	<b>17</b>	<b>371,239</b>	<b>327,927</b>
Surplus(Deficit) on Income and Expenditure Account		(14,856)	12,859
Surplus(Deficit) on Capital Income and Expenditure Account		0	0
		<u><b>356,384</b></u>	<u><b>340,786</b></u>

On behalf of the Council

 **Chairman**

14 June 2007

 **Council Member**

The accounting policies on pages 9 - 10 and the notes on pages 14 – 18 form part of these financial statements.





## PRE-HOSPITAL EMERGENCY CARE COUNCIL

### NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2005

#### 1. Period of Account

These Financial Statements cover the year from 1 January 2006 to 31 December 2006.

#### 2. Administration

The Department of Health and Children provided direct funding to the Pre-Hospital Emergency Care Council (PHECC).

#### 3. Particulars of Employees and Remuneration

The total staff complement as approved by the Minister for Health and Children at 31 December 2006 was twelve. The actual complement was 11 permanent, 1 Contract Staff and 1 Temporary Staff. The aggregate employee costs were:

	2006	2005
	€	€
Staff Salaries (Gross )	621,246	636,978
Employers PRSI	45,918	48,783
Contract Staff	41,718	0
Temporary Staff	34,744	3,586
	<u>743,626</u>	<u>689,347</u>

#### 4 Other Income

	2006	2005
	€	€
Registration Fees	38,170	1,530
Interest Income	232	17
Accreditation and Examination Fees	13,427	17,820
Superannuation Contributions	80,598	33,159
	<u>132,427</u>	<u>52,526</u>

**5 Staff Related Expenses**

	2006	2005
	€	€
Staff Travel and Subsistence	57,271	41,406
Staff Training and Development	10,569	13,279
	<u>67,839</u>	<u>54,685</u>

**6 Accommodation & Establishment Expenses**

	2006	2005
	€	€
Office Rent & Charges	81,498	80,531
Electricity (Light & Heat)	9,052	6,244
Office Refurbishment	8,633	13,298
General Maintenance	4,036	3,324
Cleaning	2,760	2,694
Catering / Kitchen Supplies	5,253	4,950
	<u>111,232</u>	<u>111,041</u>

**7 Recruitment & Media Expenses**

	2006	2005
	€	€
Media and Recruitment	67,524	10,161
	<u>67,524</u>	<u>10,161</u>

**8 Consultancy and Other Professional Fees**

	2006	2005
	€	€
Legal Fees	5,263	4,538
ICT Consultancy	3,025	1,815
Consulting and Professional Fees- Miscellaneous	5,503	14,353
Consulting Fees - Finance	7,133	4,340
Internal Audit	2,395	1,910
Audit Fees	7,680	7,680
	<u>30,999</u>	<u>34,636</u>

**9 Examinations & Other Related Expenses**

	2006	2005
	€	€
Examination Board Venues	1,070	500
Exam-Equipment / Analysis	19,522	45,693
External Examiners	36,692	40,706
	<u>57,284</u>	<u>86,899</u>

**10 Printing and General Administration**

	2006	2005
	€	€
Stationery	17,419	15,594
Telephone & Mobiles	19,276	24,134
Postage & Couriers	21,043	12,786

# Pre-Hospital Emergency Care Council

Office Equipment	5,968	6,888
Printing / Annual Reports / Certificates	17,987	88,015
Insurance	3,455	3,706
Copiers/ Service Contracts etc	353	6,689
Library and Information Services	3,535	5,389
Bank Interest and Charges	1,002	586
Sundries & Petty Cash	2,094	1,832
Membership of Bodies	2,487	1,922
	<u>94,619</u>	<u>167,541</u>

## 11 Information, Communications & Technology

	2006	2005
	€	€
Software and Peripherals.	24,896	26,171
ICT Licences and Support	28,794	39,708
	<u>53,690</u>	<u>65,879</u>

## 12 Council/Committee Expenses

	2006	2005
	€	€
Council Members	34,704	32,745
Council Matters	12,252	44,542
Accreditation Committee	2,477	2,770
Clinical Care Committee	2,202	1,387
Medical Advisory Group	9,557	2,509
Other Working/ Advisory Groups	12,128	19,231
	<u>73,320</u>	<u>103,184</u>

## 13 EMS R&D, Special Projects & Grants

	2006	2005
	€	€
Irish Heart Foundation	113,000	113,000
Capacity Building Project	20,509	9,943
E PCR Initiative	50,820	10,000
Conference Sponsorship	35,000	46,000
Spatial Analysis Research	13,854	26,920
Advanced Paramedic Development Funding	850,000	415,000
Immediate Care Integration	325,000	0
ISIC Clinical Practice Guides	0	10,000
PTS -Spatial Analysis Data Entry	0	17,801
Software Development (Exam))	0	7,055
	<u>1,408,183</u>	<u>655,719</u>





The Council is an independent statutory agency with responsibility for standards, education and training in the field of Pre-Hospital care

#### 14 Creditors

Amounts falling due within one year

	2006	2005
	€	€
Audit Fees	7,680	7,680
Trade Creditors	46,344	204,678
Accruals	79,570	94,682
	<u>133,594</u>	<u>307,040</u>

#### 15 Debtors & Prepayments

	2006	2005
	€	€
Prepayment	39,967	38,556
Debtors	47,523	2,980
Total Debtors & Prepayments	<u>87,490</u>	<u>41,536</u>

#### 16 Fixed Assets

for the year ending 31 December 2006

	ICT Equipment	Other Equipment	Totals
<b>Cost or Valuation</b>			
At 1 January 2006	611,545	197,795	809,340
Additions in year			
- From Capital	272,221		272,221
- From Non Capital	43,539	8,065	51,604
Disposals	(88,507)		(88,507)
<b>At 31 December 2006</b>	<u>838,798</u>	<u>205,860</u>	<u>1,044,658</u>
<b>Accumulated Depreciation</b>			
At 1 January 2006	318,540	162,872	481,412
Charges for the year	259,796	20,719	280,515
Disposals	(88,507)		(88,507)
<b>At 31 December 2006</b>	<u>489,829</u>	<u>183,591</u>	<u>673,420</u>
<b>Net Book Value</b>			
<b>At 31 December 2006</b>	<u>348,969</u>	<u>22,268</u>	<u>371,237</u>
<b>At 31 December 2005</b>	<u>293,005</u>	<u>34,922</u>	<u>327,927</u>





## 17 Capital Fund Account for the year ending 31 December 2006

	2006		2005	
	€	€	€	€
Opening Balance 1st January		327,927		91,454
Transfer from Income and Expenditure Account	51,604			
Additions from Capital	272,221			
		323,825		431,689
Less:				
Amortisation in line with depreciation - Note 16		280,515		195,216
<b>Closing Balance at 31st December 2006</b>		<u><u>371,237</u></u>		<u><u>327,927</u></u>

## 18 Council Members – Disclosure of Transactions

The Council complies with the Code of Practice for the Governance of State Bodies as issued by the Department of Finance in relation to the disclosure of interests by Council members. During the year 2006 Council did not encounter any transactions which would require disclosure,

## 19 Approval of Financial Statements

The Financial Statements were approved by the Council on 14 June 2007.