



Pre-Hospital Emergency Care Council
Annual Report 2011

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Introduction

The Pre-Hospital Emergency Care Council (PHECC) is an independent statutory agency charged with responsibility for standards, education and training in 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 and brought under primary legislation with the Health (Miscellaneous Provisions) Act 2007.

PHECC replaced the National Ambulance Advisory Council (NAAC), which was established by the Minister for Health in May 1998.

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.

Council Functions

PHECC's main functions are

- *To ensure training institutions and course content in First Response and Emergency Medical Technology reflect contemporary best practice*
- *To ensure pre-hospital emergency care Responders and Practitioners achieve and maintain competency at the appropriate performance standard*
- *To sponsor and promote the implementation of best practice guidelines in pre-hospital emergency care*
- *To source, sponsor and promote relevant research to guide Council in the development of pre-hospital emergency care in Ireland*
- *To recommend other pre-hospital emergency care standards as appropriate*
- *To establish and maintain a register of pre-hospital emergency care practitioners*
- *To recognise those pre-hospital emergency care providers which undertake to implement the clinical practice guidelines.*

Strategic Plan 2011-14

Following clarification received in December 2010 from the Department of Health and Children regarding our position (see page 2) vis-a-vis our intended subsuming, we will publish our next Strategic Plan for the period 2011-14 in the coming months. 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 and is available on our publications page, www.phecc.ie.

Foreword from the Chairman and Director

We hereby submit the 12th Annual Report pursuant to the functions of Council against Statutory Instrument 109/2000 and Amendment Order 575/2004 (Composite).

The Pre-Hospital Emergency Care Council continued to operate in its present form in 2011 following a very welcome decision by the Department of Health in December 2010 that we should not at that stage be incorporated into the Health and Social Care Professionals Council (HSCPC). Nonetheless, we were informed that consideration would be given to the amalgamation again in three years' time. As you would expect this decision was welcomed by Council members and our staff.

However on 17th November 2011 the government statement on the Public Service Reform Plan was published by the Department of Public Expenditure and Reform (DPER). It announced, inter alia, that a critical review of the PHECC and its functions would be undertaken by February 2012. We await the outcome of this exercise and are willing to assist with the review in any way we can.

In line with our Strategic Plan 2011-2014 and in conjunction with the commitment of Council members and dedicated work of our team, against a backdrop of uncertainty, we had many achievements in 2011 including:

- Over 3,500 pre-hospital emergency care registrants
- Over 40 institutions are approved to provide PHECC recognised education and training at 6 levels
- Over 20 statutory, auxiliary, private and voluntary organisations are approved to implement Clinical Practice Guidelines(CPG's)
- Development of eLearning programmes
- UCD rolled out Medical Emergency Responders Integration and Training (MERIT). This is a national project in collaboration with the ambulances services to facilitate appropriate roles for GPs in pre-hospital care
- CPG's were incorporated into cardiac and trauma care course for medical practitioners
- Centre for Prehospital Research(CPR) published the first ever national pre-hospital research strategy

As we look ahead to new challenges, we wish to acknowledge those who played a key role in shaping our achievements in 2011. We would like to take this opportunity to thank Council, our Committee members, the PHECC staff, our Registrants and all those committed to making pre-hospital care safer and better. In particular we thank the Minister and his Department for their continued support and guidance.



Tom Mooney, Chair of Council

December, 2011



Dr Geoff King, Director of PHECC

December, 2011

Council Membership

Membership at 31st December, 2011

Mr Tom Mooney	Chair
Ms Valerie Small	Vice Chair
Mr Frank O'Malley	Paramedic, Chair, Clinical Care Committee
Mr Cathal O'Donnell	Medical Practitioner
Mr Michael Garry	Healthcare Management Consultant Chair, Accreditation Committee
Mr Tom Tinnelly	Paramedic
Mr Michael Dineen	Paramedic
Mr Gerry Tuohy	Paramedic
Ms Patricia FitzPatrick	Recognised Institution Representative
Mr Macartan Hughes	Recognised Institution Representative
Mr Robert Morton	HSE
Mr Barry O'Brien	HSE
Ms Maureen Cronin	HSE
Dr Conor Egleston	Medical Practitioner
Dr Zelig Gaffney	Medical Practitioner Chair, Medical Advisory Group
Ms Mary McClelland	Occupational Health Advisor
Mr Michael Brennan	Consumer Representative (Patient Focus)

Summary of membership changes during 2011

Ms Karen Healy resigned in February 2011
Ms Maureen Cronin appointed in April 2011
Mr Robert Morton appointed February 2011

Council Committees

Council is assisted and advised in fulfilling its statutory functions by its Standing Committees and Working Groups.

Clinical Care Committee

Terms of reference

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

Summary of membership changes during 2011

There were no changes in membership of the Clinical Care Committee in 2011.

Membership at 31st December, 2011

Mr Frank O'Malley	Chair, Council Member
Mr Tom Mooney	Chair, Council
Ms Valerie Small	Vice Chair, Council
Dr Zelig Gaffney	Chair, Medical Advisory Group
Mr Michael Garry	Chair, Accreditation Committee
Mr Tom Tinnelly	Paramedic
Mr Michael Dineen	Paramedic
Mr Terence Moran	Consumers Representative (Patient Focus)
Ms Brigid Sinnott	Irish Heart Foundation
Ms Mary McClelland	Council Member
Mr Shay Power	Dublin Fire Brigade
Mr Pat Grant	HSE National Ambulance Service

Accreditation Committee

Terms of reference

- *To make recommendations on the recognition of training institutions for the education and training of pre-hospital emergency care responders and practitioners*
- *To make recommendations on the approval of the content of education and training courses run by recognised training institutions*
- *To assess annually the suitability of the educational and training in pre-hospital emergency care provided by an institution recognised by the Council for that purpose*
- *To make recommendations, not less than once in every three years, on the standards of theoretical and practical knowledge required for qualifications in pre-hospital emergency care*
- *To make recommendations on the establishment and maintenance of the NQEMT examinations*
- *To establish and maintain the Terms of Reference and membership of its sub-committees*
 - *Examination Quality Committee*
 - *Appeals Sub Committee*
- *To make recommendations on the establishment and maintenance of the PHECC Register*
- *To make recommendations on the assessment of equivalence of professional qualifications in pre-hospital care obtained inside and outside the state*

- *To make recommendations on the approval of pre-hospital emergency care service providers for the implementation of CPGs.*

Summary of membership changes during 2011

There were no changes in membership of the Accreditation Committee in 2011.

Membership at 31st December, 2011

Mr Michael Garry	Chair
Mr Tom Mooney	Chair, Council
Ms Valerie Small	Vice Chair, Council
Mr Frank O'Malley	Chair, Clinical Care Committee
Dr Zelig Gaffney	Chair, Medical Advisory Group
Mr Gerry Tuohy	Paramedic
Mr Michael Dineen	Paramedic
Mr Barry O'Brien	Management Representative
Ms Ursula Byrne	Education and Training, Nursing
Mr Macartan Hughes	National Ambulance Service College
Mr Terence Kearney	Dublin Fire Brigade/Royal College of Surgeons in Ireland
Prof Paul Finucane	Education and Training, Medical
Dr David McManus	Northern Ireland Ambulance Service
Mr Stephen McMahan	Irish Patients Association
Ms Sarah Cain	Irish Heart Foundation
Ms Patricia FitzPatrick	Council Member

Examination Quality Committee

Terms of reference

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

Terms of reference

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

Summary of membership changes during 2011

There were no changes in membership of the Examination Quality Committee in 2011.

Membership at 31st December, 2011

Ms Jacqueline Egan	Chair, PHECC Programme Development Officer
Mr Brian Power	PHECC Programme Development Officer
Mr Ricky Ellis	Dublin Fire Brigade
Mr Sean Creamer	PHECC Examiner
Ms Julie Woods	PHECC Examiner
Prof. Gerard Bury	Professor of General Practice, University College Dublin
Mr Ben Heron	PHECC Examiner
Mr Shane Knox	National Ambulance Service College
Mr David Sherwin	Dublin Fire Brigade/Royal College of Surgeons in Ireland
Mr Mark Wilson	Dublin Fire Brigade
Mr Paul Lambert	PHECC Examiner
Mr Michael Garry	PHECC Examiner
Mr Lawrence Kenna	PHECC Examiner
Mr Rod Tobin	PHECC Examiner
Mr Declan Lonergan	PHECC Examiner
Mr Ray Carney	PHECC Examiner

Appeals Committee

Terms of reference

To consider appeals made to the Director.

Summary of membership changes during 2011

There were no changes in the membership of the Appeals Committee in 2011

Membership at 31st December, 2011

Mr Barry O'Brien	Co-Chair
Ms Patricia FitzPatrick	Co-Chair
Mr Gerry Tuohy	Non-examiner Council Member
Mr Michael Dineen	Non-examiner Council Member
Mr Tom Tinnelly	Non-examiner Council Member

Audit Committee

Terms of reference

- *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.*

Summary of membership changes during 2010

There were no changes in membership during 2010.

Membership at 31st December, 2011

Mr Con Foley	Chair
Mr Dermot Magan	Finance Specialist
Mr Barry O'Brien	Council Member
Mr Michael Garry	Council Member
Ms Jacqueline Egan	PHECC Staff Member

Medical Advisory Group

Terms of reference

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.

Summary of membership changes during 2011

Dr Zelig Gaffney was appointed as Chair of MAG in February. Dr. Sean O'Rourke joined in February as Medical Advisor, HSE Midland Division. Dr. Richard Lynch, Medical Advisor, HSE Midland Division and Dr. George Little, HSE Eastern Division, resigned in February.

Membership at 31st December, 2011

1. Medical Advisor – Ambulance Service (generic)

Dr Zelig Gaffney	Council Member
Dr Cathal O' Donnell	Medical Director, HSE National Ambulance Service
Mr Mark Doyle	HSE South Eastern Division
Prof. Stephen Cusack	HSE Southern Division, Medical Advisor
Mr Conor Egleston	HSE North Eastern Division, Medical Advisor
Mr John O'Donnell	HSE Western Division, Medical Advisor
Sean O'Rourke	HSE Midland Division, Medical Advisor
Mr Fergal Hickey	HSE North West Division, Medical Advisor
Dr Peter O'Connor	Dublin Fire Brigade, Medical Advisor

Dr Niamh Collins	Medical Expert
Dr David Menzies	National Ambulance Service College/University College Dublin, Medical Advisor
Vacant	Dublin Fire Brigade/Royal College of Surgeons of Ireland

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

Mr Brendan Whelan	HSE Midland Division
Mr Declan Lonergan	HSE South Eastern Division
Mr Lawrence Kenna	HSE Eastern Division
Vacant	HSE West Division
Mr Paul Lambert	Dublin Fire Brigade

3. Training Institutions accredited by PHECC (generic)

Mr Macartan Hughes	National Ambulance Service College, Director
Mr Martin O’ Reilly	Dublin Fire Brigade/Royal College of Surgeons of Ireland, District Officer

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

Mr Paul Meehan	Northern Ireland Ambulance Service, Regional Training Officer
Dr David McManus	Northern Ireland Ambulance Service, Medical Director

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

Mr Frank O’Malley	Clinical Care Committee
Mr Michael Garry	Accreditation Committee

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

Mr Tom Mooney	Chair
Ms Valerie Small	Vice Chair

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).

Dr Zelig Gaffney	General Practitioner
Prof. Gerard Bury	General Practitioner
Dr David Janes	General Practitioner
Ms Valerie Small	Registered Nurse
Vacant	Anaesthetist
Dr Seán Walsh	Consultant in Paediatric Emergency Medicine

Control Working Group

Terms of reference

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.*

Summary of membership changes during 2010

There were no changes in the membership of the Control Working Group in 2011

Membership at 31st December, 2011

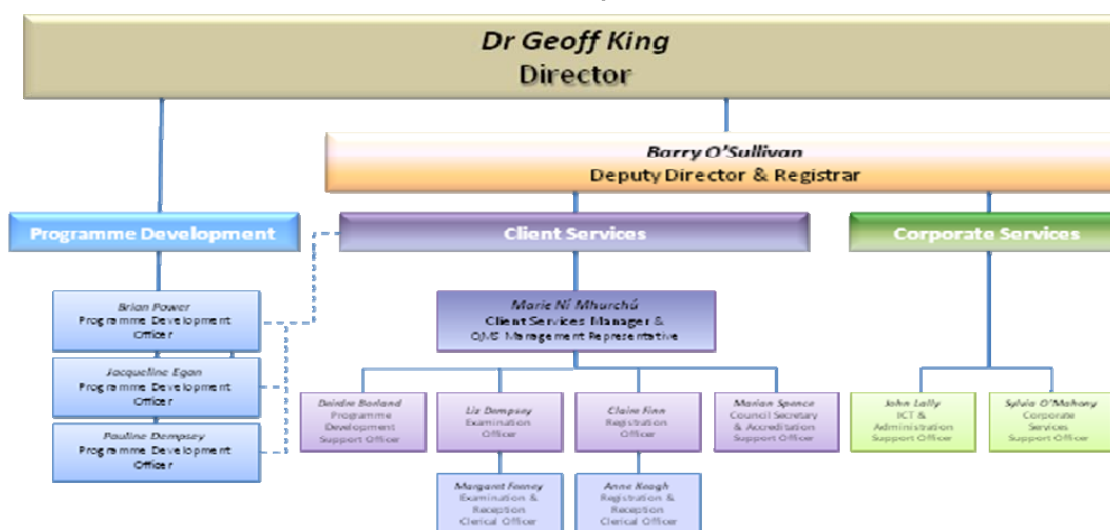
Mr Gabriel Glynn	Chair
Mr Frank O'Malley	Chair, Clinical Care Committee
Mr Brendan Crowley	Controller, HSE South East Division
Mr James Walsh	Controller, HSE Southern Division
Mr William Carolan	Controller, HSE Eastern Division
Mr Pat McCreanor	Chief Ambulance Officer, HSE Eastern Division
Mr William Merriman	Communication Officer, HSE Eastern Division
Mr John Moody	Station Officer/Controller, Dublin Fire Brigade
Mr Hugh O'Neill	Chief Fire Officer, Dublin Fire Brigade
Mr Gabe McClean	Northern Ireland Ambulance Service
Mr Tom Horwell	National Ambulance Service College
Mr Martin O'Reilly	District Officer, Dublin Fire Brigade
Mr Martin Dunne	Assistant CEO, Eastern Regional Ambulance Service

PHECC Team and Organisation Chart

Anne Keogh	Registration & Reception Clerical Officer
Barry O’Sullivan	Deputy Director & Registrar
Brian Power	Programme Development Officer
Claire Finn	Registration Officer
Deirdre Borland	Programme Development Support Officer
Dr Geoff King	Director
Jacqueline Egan	Programme Development Officer
John Lally	ICT & Administration Support Officer
Liz Dempsey	Examinations Officer
Margaret Feeney	Examinations & Reception Clerical Officer
Marian Spence	Council Secretary & Accreditation Support Officer
Marie Ní Mhurchú	Client Services Manager & QMS Management Representative
Pauline Dempsey	Programme Development Officer
Sylvia O’Mahony	Corporate Services Support Officer



Organisation Chart December, 2010



Overview of Energy Usage in 2011

Pre-Hospital Emergency Care Council Annual Energy Efficiency Report 2011

Meter Reading MPRN		Day	Night	TOTAL K. Watts
1000296127	Jan-12	72071	57867	
	Jan-11	65534	51134	
	USED	6537	6733	13270
1002961289	Jan-12	44813	47101	
	Jan-11	24631	28911	
	USED	20182	18190	38372
1002961303	Jan-12	75431	50911	
	Jan-11	67631	46644	
	USED	7800	4267	12067



PRE-HOSPITAL EMERGENCY CARE COUNCIL

FINANCIAL STATEMENTS for year Ended 31 December 2011

PRE-HOSPITAL EMERGENCY CARE COUNCIL

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2011

Composition of the Council and Other Information

Council Members

Mr. Tom Mooney, Chairman

Mr. Michael Dineen

Ms. Patricia Fitzpatrick

Mr. Michael Garry

Ms. Mary McClelland

Dr. Cathal O' Donnell

Ms. Valerie Small

Mr. Gerry Tuohy

Mr. Michael Brennan

Dr. Conor Egleston

Dr. Zelig Gaffney

Mr. Macartan Hughes

Mr. Barry O' Brien

Mr. Frank O' Malley

M. Tom Tinnelly

Director

Dr. Geoff King

Bankers

AIB,
Main St
Naas,
Co Kildare

Business Address

Abbey Moat House
Abbey Street
Naas,
Co Kildare

Auditor

Comptroller and Auditor
General, Dublin Castle,
Dublin 2

PRE-HOSPITAL EMERGENCY CARE COUNCIL

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2011

Statement of Council Members' Responsibilities

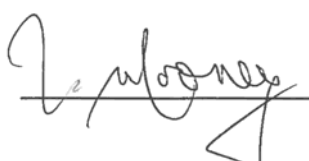
The Council is required by the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Council and of its income and expenditure for that period.

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

10th May 2012

PRE-HOSPITAL EMERGENCY CARE COUNCIL

Statement on Internal Financial Control

Year ended 31 December 2011

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

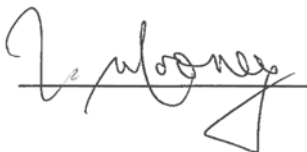
The following is a description of the key processes, which have been put in place by PHECC to provide effective internal financial control

1. PHECC has an established organisational structure with clearly defined lines of accountability, responsibility and reporting;
2. The system of internal financial control in PHECC is documented in Quality Management System (QMS) process maps;
3. PHECC has established procedures around segregation of duties and the authorisation of expenditure;
4. TAS and SAGE Financial System are operated by PHECC to facilitate financial accounting practice and provide detailed audit trails on all transactions;
5. Monthly expenditure and activity is monitored against the business plan. Reports are presented to the Director for consideration and appropriate action;
6. A monthly financial position report for the Department of Health and Children is prepared and submitted to the Department
7. An Audit Committee is in place and met on three occasions during the year. This committee reported to the Council for the year ended 31 December 2011 in January 2011.

PRE-HOSPITAL EMERGENCY CARE COUNCIL

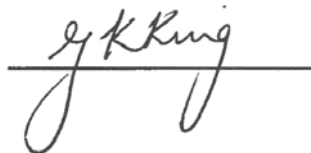
8. The monitoring and review of the effectiveness of the system of internal control is informed by the report of the Audit Committee, the work of the Internal Auditor, the Executive Managers in our Council who have responsibility for the development and maintenance of the financial control framework, the recommendations made by the Comptroller and Auditor General in the course of audit or in his management letters and both the Risk Framework and the Risk Register.
9. Council Members are kept apprised of financial, control and general corporate governance matters via Council meetings which are conducted at regular intervals.
10. A formal review of the effectiveness of the system of internal control was carried out by an external firm of Accountants during 2011, 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 2011.



Chairman

10th May 2012



Director

PRE-HOSPITAL EMERGENCY CARE COUNCIL

Financial Statements

YEAR ENDED 31 DECEMBER 2011

Introduction

The Pre-Hospital Emergency Care Council was established by the Minister for Health and Children under Statutory Instrument No. 109 of 2000, the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 and as amended by Statutory Instrument No. 575 of 2004 (Amendment) Order 2004. These Orders were made under the Health (Corporate Bodies) Act, 1961 as amended and confirmed by the Health (Miscellaneous Provisions) Act 2007.

Going Concern Basis of Accounting

The Government in the October 2008 Budget, announced its intention to subsume the Council into the Health and Social Care Professionals Council. Such a change will require legislative modification, in the meantime there is no intention to amend the functions of the Council and it is safe to assume that its existing activities will continue to be carried out. Council does not believe that any adjustment is needed to the financial statements to reflect the proposed subsuming and has prepared the financial statements on a going concern basis.

The main functions of the Council are:

1. To ensure that Training Institutions and course content in Emergency Medical Technology reflect contemporary best practice.
2. To ensure that pre-hospital emergency care providers achieve and maintain competency at the appropriate performance standard.
3. To prepare clinical practice guidelines for pre-hospital emergency care.
4. To source and sponsor relevant research to guide Council directions and the development of pre-hospital care.
5. To prepare standards of operation for pre-hospital emergency care providers to support best practice.
6. To establish and maintain a register of pre-hospital emergency care practitioners.
7. 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. Other income is accounted for on a receipts basis.

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.

A Capital Income and Expenditure Account is not presented as there was no capital expenditure nor related allocations from the Department of Health and Children in either this year nor in the preceding year.

(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

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.

(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. The pension levy is paid to the Department of Health and Children.

These financial statements, which are part of the annual report, have been submitted to the Comptroller and Auditor General and are awaiting certification.

PRE-HOSPITAL EMERGENCY CARE COUNCIL

Income and Expenditure Account

Year Ended 31 December 2011

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 income over expenditure.

Income	<i>Notes</i>	2011	2010
		€	€
Department of Health and Children Allocation		2,930,083	2,957,553
Other Income	4	634,114	560,076
		<u>3,564,197</u>	<u>3,517,629</u>
Transfer to Capital Fund Account to fund Fixed Assets	18	(14,579)	(20,717)
		<u>3,549,618</u>	<u>3,496,912</u>
 Expenditure			
Employee Costs	3	988,174	928,757
Staff Related Expenses	5	102,823	114,070
Accommodation and Establishment Expenses	6	151,241	147,160
Recruitment and Media	7	23,293	21,704
Consultancy and Other Professional Fees	8	64,189	88,742
Examination and Other Related Expenses	9	140,458	138,296
Printing and General Administration	10	216,782	281,651
Information, Communication and Technology	11	80,069	44,903
Council/ Committee Expenses	12	85,345	72,117
EMS R&D, Special Projects, Grants	13	1,669,149	1,619,043
Register Expenses	14	16,708	21,739
		<u>3,538,232</u>	<u>3,478,182</u>
 Statement of Movement in Accumulated Surplus (Deficit)			
Surplus (Deficit) for the year		11,386	18,730
Surplus (Deficit) at 1 January 2011		38,214	19,484
Surplus (Deficit) at 31 December 2011		<u>49,600</u>	<u>38,214</u>

On behalf of the Council



Chairman

10th May 2012



Council Member

The accounting policies and notes form part of these financial statements.

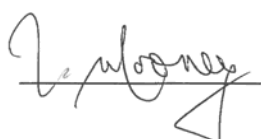
PRE-HOSPITAL EMERGENCY CARE COUNCIL

Balance Sheet

As at 31 December 2011

	Notes	2011 €	2010 €
Fixed Assets	17	19,536	25,064
Current Assets			
Cash in Bank		15,698	44,469
Debtors and Prepayments	16	124,752	69,204
		<u>140,450</u>	<u>113,673</u>
Current Liabilities			
Creditors and Accruals	15	90,848	75,458
Net Current Assets			
Total Assets less Current Liabilities		<u>69,138</u>	<u>63,279</u>
Financed By			
Capital Fund Account	18	19,536	25,064
Surplus(Deficit) on Income and Expenditure Account		11,386	18,730
Reserves brought forward		38,214	19,485
		<u>69,136</u>	<u>63,279</u>

On behalf of the Council



Chairman



Council Member

10th May 2012

The accounting policies and notes form part of these financial statements.

PRE-HOSPITAL EMERGENCY CARE COUNCIL**Notes to the Financial Statements****Year Ended 31 December 2011****1. Period of Account**

These Financial Statements cover the year from 1 January 2011 to 31 December 2011.

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 2011 was fourteen. The actual complement was 14 permanent. Pension levies of €55,855 have been deducted and paid over to the Department of Health and Children. The aggregate employee costs were

	2011	2010
	€	€
Staff Salaries (Gross)	792,836	792,429
Employers PRSI	58,481	56,229
CPC Secondment	59,904	78,948
Superannuation	76,953	1,151
	<u>988,174</u>	<u>928,757</u>

4 Other Income

	2011	2010
	€	€
Registration Fees	22,060	42,220
Interest Income	785	252
Accreditation and Examination Fees	175,606	122,154
Superannuation Contributions	43,560	197,038
Training Manuals and DVD sales	20,129	67,886
Health Services National Partnership	0	40,000
Certificate Income	6,044	53,408
Post and packaging fees	2,356	3,406
Clinical Practice Guidelines sales	17,741	33,712
Other Income	30	0
CFR Material	95,803	0
Retrieval Programme HSE	250,000	0
	<u>634,114</u>	<u>560,076</u>

5 Staff Related Expenses

	2011	2010
	€	€
Staff Travel and Subsistence	73,032	79,135
Staff Training and Development	29,215	34,868
Staff Other Expenses	577	67

	102,823	114,070
6 Accommodation & Establishment Expenses	2011	2010
	€	€
Office Rent and Charges	119,383	119,494
Electricity (Light and Heat)	9,549	9,908
General Maintenance	9,147	6,344
Cleaning	4,220	4,561
Catering / Kitchen Supplies	8,941	6,853
	<u>151,241</u>	<u>147,160</u>
7 Recruitment & Media Expenses	2011	2010
	€	€
Media and Recruitment	23,293	21,704
	<u>23,293</u>	<u>21,704</u>
8 Consultancy and Other Professional Fees	2011	2010
	€	€
Legal Fees	11,259	2,821
Consulting and Professional Fees- Miscellaneous	34,089	51,101
Consulting Fees - Finance	7,146	8,974
Internal Audit	4,175	5,641
Audit Fees	7,520	7,520
Consulting Accreditation Assessments	0	12,685
	<u>64,189</u>	<u>88,742</u>
9 Examinations & Other Related Expenses	2011	2010
	€	€
Examination Board Venues	13,317	6,695
Exam Analysis and Secondment	11,533	24,875
External Examiners	115,609	106,726
	<u>140,458</u>	<u>138,296</u>
10 Printing and General Administration	2011	2010
	€	€
Stationery	19,795	15,219
Telephone & Mobiles	25,413	23,730
Postage & Couriers	48,362	46,717
Office Equipment	356	1,735
Printing / Annual Reports / Certificates	78,682	146,797
Insurance	3,895	3,725
Copiers/ Service Contracts etc	15,445	11,468
Library/ Information Services	15,627	21,763
Bank Interest and Charges	1,682	1,643
Membership of Bodies	7,526	8,854
	<u>216,782</u>	<u>281,651</u>
11 Information, Communications & Technology	2011	2010
	€	€
Software and Peripherals.	11,093	(1,516)
ICT Licences and Support	68,977	46,419
	<u>80,069</u>	<u>44,903</u>

12 Council/Committee Expenses	2011	2010	
	€	€	
Council Members	16,924	17,137	
Council Matters	37,516	17,847	
Accreditation Committee	1,947	3,190	
Clinical Care Committee	713	1,548	
Medical Advisory Group	9,503	7,056	
Other Working/ Advisory Groups	18,742	25,339	
	85,345	72,117	
13 EMS R&D, Special Projects & Grants	2011	2010	
	€	€	
Irish Heart Foundation	93,024	102,000	
Capacity Building - Scanning Project	0	10,000	
E PCR Initiative	180,790	176,245	
Conference Sponsorship	5,000	25,000	
Spatial Analysis Research	0	9,379	
Advanced Paramedic Development Funding	485,000	610,000	
University of Limerick CPR Project	0	150,000	
Bad Debts/Write Off	2,789	0	
eLearning Project	84,293	24,996	
National College of Ireland Maynooth CISM	5,000	112,390	
Training Standards Review	0	14,085	
Out of Hospital Cardiac Arrest Register	102,692	114,755	
Paramedic Up Skilling Programme	0	1,423	
Citizen CPR Project	278	268,770	
Printing Clinical Guides	61,725	0	
Printing Clinical Care Reports	130,438	0	
Retrieval Programme	229,623	0	
MERIT Programme	250,000	0	
Special Projects Miscellaneous	38,499	0	
	1,669,150	1,619,043	
14 Register	2011	2010	
	€	€	
Administration - ID Cards, Licences etc	6,080	21,739	
Fitness to Practice Hearing	10,628	0	
	16,708	21,739	
15 Creditors	2011	2010	
Amounts falling due within one year	€	€	
Trade Creditors	26,890	20,856	
Accruals	63,958	54,602	
	90,848	75,458	
16 Debtors & Prepayments	2011	2010	
	€	€	
Prepayments	31,007	33,931	
Debtors	93,745	35,273	
	124,752	69,204	
17 Fixed Assets	ICT Equipment	Other Equipment	Totals
Cost			

At 1 January 2011	868,425	190,758	1,059,183
Additions in year	14,579	0	14,579
At 31 December 2011	883,004	190,758	1,073,762
Accumulated Depreciation			
At 1 January 2011	849,630	184,489	1,034,119
Charges for the year	17,312	2,795	20,107
At 31 December 2011	866,942	187,284	1,054,226
Net Book Value			
At 31 December 2011	16,062	3,474	19,536
At 31 December 2010	18,795	6,269	25,064

18 Capital Fund Account	2011	2010
	€	€
Opening Balance 1st January	25,064	34,795
Transfer from Income and Expenditure Account	14,579	20,717
Less		
Amortisation in line with depreciation - Note 17	20,107	30,448
Closing Balance at 31st December	19,536	25,064

19 Council Members Fees and Expenses

		2011	2010
		€	€
Michael	Brennan	1,898	1,865
Michael	Dineen	1,943	1,578
Conor	Egleston	118	114
Patricia	Fitzpatrick	449	532
Zelie	Gaffney	1,684	892
Michael	Garry	889	978
Karen	Healy	0	1,167
Mary	McClelland	319	363
Frank	McClintock	0	630
Tom	Mooney	650	670
Barry	O'Brien	1,823	1,363
Cathal	O'Donnell	907	890
Frank	O'Malley	2,423	2,194
Valerie	Small	562	588
Tom	Tinnelly	1,718	1,285
Gerry	Tuohy	1,578	1,975
Gerry	Bury	49	53
Total		17,011	17,137

Council Members are not in receipt of fees for their services as council members.

20 Directors Remuneration Package
for the year ending 31 December 2011

	2011	2010
	€	€
Annual Basic Salary - PO Civil Service Rate	103,472	103,472
Medical Director's Allowance	17,416	17,416
Total Remuneration Package	<u>120,888</u>	<u>120,888</u>

The Director is not in receipt of any pension benefits other than the standard entitlements under the Local Government Superannuation Schemes and no bonus was paid to the Director in 2011.

21 Superannuation Deductions
for the year ending 31 December 2011

On the 2nd of Sept 2010, DoHC instructed that Superannuation deductions from staff be treated as income thereby reducing the level of Exchequer funding required. Council adjusted and reduced the cash drawdown by €43,560 in order to make provision to comply with this instruction relating to Superannuation income.

22 Council Members – Disclosure of Transactions

Council adopted procedures in accordance with guidelines issued by the Department of Finance in relation to the disclosure of interests by Council members and these procedures have been adhered to in the year. There were no transactions in the year in relation to the Council's activities in which Council members had any beneficial interest.

23 Lease Obligations
for the year ending 31 December 2011

Council's office premises are held under an operating lease which is due to expire on 30 Sept 2012, the annual rent is charged to the income and expenditure account.

24 Annual Energy Efficiency Report
for the year ending 31 December 2011

The energy usage at the Council's office premises for the year ending 31 December 2011 was 66,328 M.Watts.

25 Approval of Financial Statements

The Financial Statements were approved by the Council on 10th May 2012.