



Education and Standards Committee

Meeting Minutes

20th November 2018

PHECC Office, Naas

Present

Shane Knox (Chair)

Paul Lambert (Vice Chair)

Mary O'Neill

Melissa Redmond

Róisín McGuire

Chris O'Connor

Ben Heron

In Attendance

Richard Lodge Director, PHECC

Kathleen Walsh, PDO, PHECC

Ricky Ellis, PDO, PHECC

Jacqueline Egan, PDO, PHECC

Ray Carney, Acting PDO, PHECC

Hillery Collins, Vice Chair, Council (part meeting)

Liz Dempsey, Examinations Officer, PHECC (part meeting)

Margaret Bracken, Support Officer, PHECC

Paul Collins, Chair, Quality Review Panel (Agenda item 5 only)

Apologies

Peter McDaid

Niamh O'Leary

Tess O'Donovan

Gareth Elbell

Ray Lacey

Tom Brady

Absent

Adrian Murphy

1. Chair's Business

The Chair welcomed everyone to the meeting and apologies were noted. The Chair welcomed the recently appointed PHECC Director, Mr Richard Lodge, to the meeting and introductions were made by the members. As per request from the Chair to accommodate the preparation of the QRF presentation this meeting was rescheduled from Wednesday 7th November to Tuesday 20th November and the Chair thanked the members for their understanding. Condolences were expressed

to Brian Power, PHECC Programme Development Officer, on the death of his mother, and to John Lally, PHECC IT Officer, on the death of his brother in law.

The Chair informed the members of a change in the sequencing of the agenda with item 5 Quality Review Framework presentation from PC, Chair of the QRF Panel, following on from Matters Arising.

1.1 Minutes from 20th September 2018 meeting

The draft minutes from September were presented for consideration.

Resolution: The Education and Standards Committee approve the minutes of the meeting held on 20th September 2018.

**Proposed: Róisín McGuire
Carried without dissent**

Seconded: Chris O'Connor

2. Matters arising

Agenda item 4

Following discussion on a proposal from Róisín McGuire, Civil Defence, regarding the delivery of courses and re-certification period for CFR, FAR and EFR responder instructors, the Committee recommended interim changes to the CFR, FAR and EFR Education and Training Standards to Council. Council recently approved these changes and she thanked the Committee for the decision.

3. Education and Training Standards Revision RFT

Kathleen Walsh provided an overview about the PHECC Executive's progress for the revision of the Education and Training Standards. She informed the members that the Request for Tender (RFT) "Review and Revision of the Education and Training Standards of the Pre-Hospital Emergency Care Council and Development of a Review Model of these Standards on a Triennial Cycle" has been published on the etender.gov.ie website. The RFT criterion and specifications were drawn from the work of the subgroup of the Committee and Committee decisions as determined at the September Committee meeting. The experiences and advices from other healthcare regulators, educationalists, researchers and practitioners involved in similar projects also informed the drafting of this tender.

A summary of the components of the tender setting out the main criteria, requirements and specifications, was included in the meeting papers. A discussion ensued. The Chair raised a query in relation to the main criteria and he noted that there was no requirement in the tender criteria for Irish practitioners. Kathleen Walsh explained that an essential requirement is identifying and accessing Subject Matter Experts. Kathleen Walsh advised that tenderers are required to describe the existing networks which they have in place, for identifying and accessing Subject Matter Experts and there is a requirement that tenderers must provide current supporting CVs/resumes of the core project team and other key personnel.

Kathleen Walsh informed the members that the closing date for receipt of submissions is Monday 17th December 2018 and it is anticipated that the contract may be awarded on Friday 4th January 2019.

A process for reviewing the tender submissions including the scoring matrix was discussed. Kathleen Walsh shared that she has pursued reviewers to assist in the review of the submissions. The Chair suggested, to the agreement of the members, that Kathleen Walsh and two members from the Education and Standards Committee, form a subgroup to review the submissions. The subgroup will not be restricted to practitioners, and members who have submitted a tender application will be excluded from joining the subgroup. Kathleen Walsh will send out an expression of interest to Committee members to join the subgroup.

4. Paramedic Examination Standard

Jacqueline Egan provided background. Following recommendation from Council earlier this year that new exam content should be developed a Paramedic Examination subgroup was convened to develop this content. In parallel the Paramedic Examination subcommittee continued to examine current paramedic assessment schedules under the terms of reference, and put forward 19 recommendations, as set out in the draft document 'Towards PHECC Paramedic NQEMT Examination Standard', which was included in the meeting papers for consideration and approval of the Committee. The Chair advised that more time is required for the members to review the draft standard and he advised that the document be circulated to the relevant RIs for feedback within two weeks.

Jacqueline Egan informed the members that 11 of the 19 recommendations were agreed by the subcommittee with no dissenters and that 8 recommendations require further refinement before the document can be approved by the Committee. The members discussed. The consensus was that wider feedback would be beneficial. Richard Lodge, Director, stressed the importance of specifying the two-week deadline in the feedback request to the RIs. The Committee agreed that the Paramedic Examination subcommittee should be reconvened to work on the remaining 8 recommendations and reach a consensus.

Chris O'Connor expressed his concern that there is no provision in the Paramedic Examination Standard for students with learning difficulties. JE advised that provision is made for this in the NQEMT Examination Handbook. The Chair noted that the Examination Handbook sets out the procedure for students with learning difficulties who are taking the MCQ and SWA exams but does not include OSCE exams. He noted that this is worth reviewing by the Examination subcommittee. Róisín McGuire stated, on behalf of the Civil Defence, that there have been no issues to date with PHECC regarding Civil Defence students with learning difficulties and PHECC are always very accommodating. Chris O'Connor stated that, in his experience, provision of extra time for students with learning difficulties can be an issue. The Chair noted that refusal of extra time has never been brought to his attention and noted that PHECC provide a reader for SWA exams when this is requested.

The Chair queried the use of actors for OSCE exams and questioned if actors are standard across the board for EMT and Paramedic exams. Jacqueline Egan advised that actors are being used as an interim measure until the Paramedic Examination Standard is approved, and the expense of continuing to use actors on an ongoing basis cannot be justified.

The members raised a concern regarding the duration of the OSCE exam days and Jacqueline Egan stated that plans are in place to address the length of the exam day going forward. This concern is based on feedback they have received from candidates and examiners. The Chair questioned if CPC points could be collected by practitioners acting as patients for OSCE exams. Jacqueline Egan noted that a panel of trained patients for OSCEs will be considered.

A recommendation in the Paramedic Examination Standard that PHECC adopt the Borderline Regression Method to decide the pass mark for each clinical scenario OSCE station was discussed. It was suggested that experts in this field be invited to present at the next Examination subcommittee meeting. Jacqueline Egan sought the approval of the Committee to invite known experts to present to the Examination subcommittee rather than seeking an expression of interest. The Committee agreed.

The Chair commended Jacqueline Egan on the very progressive and substantial work carried out on the Paramedic Examination Standard in a short period of time.

5. Quality Review Framework (QRF) Presentation

At the September Committee meeting Kathleen Walsh informed the group that PHECC recently ran a Request for Tender (RFT) for the Revision of Quality Review Framework for PHECC Recognised Institutions based on the evaluation of the QRF and subsequent Council recommendations. This tender was recently awarded to Mr Paul Collins. Draft revision documents were included in the meeting papers. The revision takes into account the recommendations approved by the Education and Standards Committee and Council.

Paul Collins presented to the members and provided some background to the QRF. The first round of the QRF was carried out in 2014. External reviews with the RIs were conducted over the following three years. The second iteration will be rolled out next year. Drafts of two revised documents: Quality Review Manual and Self-Assessment Report were sent to Committee members. Paul Collins provided a one page document providing the key changes to both documents. He highlighted that the purpose, principles underpinning the QRF, and compliance rating system, have been revised, also a section on non-compliance has been added.

Kathleen Walsh noted there was a discussion at a previous Committee meeting about terminology identifying practitioner level organisations as Recognised Institutions (RI), and responder level organisations as Approved Training Institutions (ATI). KW noted that these terms have been approved by Council and are now incorporated into the revised QRF documents. Paul Lambert noted that there are distinct differences regarding capacity, size, and courses being delivered by RIs and ATIs.

Paul Collins informed the members that when carrying out reviews he found that some RIs viewed faculty as staff and not as external contractors. He stated that a clear distinction needed to be made between practitioner and responder.

The Chair noted that under RI and ATI course delivery in the revision document EMS Dispatcher and EMS call taker are listed under RI practitioner. It was agreed to add a separate line underneath RI and ATI course listings, including both ATI responder and RI practitioner, and add EMS Dispatcher and EMS call taker. The Compliance Ratings, which are designed to establish a baseline, measure on-going progress and to encourage continual quality improvement was discussed. Paul Collins pointed out that there are huge variances within the ratings and these ratings become self-evident when going through the process. The QRF redesign has been completed to create alignment with the Governance Validation Framework used with licensed CPG providers.

Paul Collins informed the members, for external reviews, a definitive date will be agreed between the quality review panel and the institution to deal with issues which may be identified e.g. there is a requirement now in QRF that when new faculty are taken on they must be supervised in the beginning. The consequences for the RI/ATI of noncompliance may include immediate withdrawal of approval. Paul Collins pointed out that the timeline for conducting the external reviews have

changed to a twelve week period, the duration of review visit will change to incorporate internship and clinical placement sites. The members discussed the issue of site visits to these areas and whether all sites should be visited to get a true representation. Kathleen Walsh advised that it would take a significant period of time to visit all, especially remote sites, and the resources are not currently available. She stated that this point needs to be reviewed with the RIs/ATIs.

Ricky Ellis noted that this issue had been identified with the GVF process. He stated that there is an option to take a random sample or carry out rolling reviews. Kathleen Walsh noted that the GVF and QRF processes will marry up eventually, but the two frameworks remain distinct. The Chair questioned are we duplicating with the GVF and QRF and Ricky Ellis clarified that whilst the two assessment processes do contain similar elements, i.e. the organisation name, address, etc, the substantive items of both assessment frameworks concern different domains and could not be considered duplications.

Kathleen Walsh noted that it would be beneficial from an educational point of view to review how faculty and students are being supported and to have more interaction with them. Chris O'Connor stated that we need to guarantee that students are getting the benefit from their clinical placements and if it is necessary to visit all clinical placement sites to guarantee this, then this needs to be considered. Kathleen Walsh reiterated that this is not realistic for the resources currently available. The Chair suggested engagement with RIs and subgroups. Kathleen Walsh noted it is generally the regulator's role to inspect clinical placement sites as part of the quality assurance for students' learning and experiences. Jacqueline Egan advised that requirements for clinical placement sites are defined in the NQEMT Paramedic Examination Standard.

Róisín McGuire queried if there are plans to visit external sites where training is being provided and KW confirmed that this should be considered. Paul Collins advised that moving from OFA to FAR will highlight more sites where training is taking place and will identify satellite sites. Róisín McGuire questioned the benefit of having software available to avoid duplication of information with the QRF and GVF processes. Kathleen Walsh explained that this will eventually be dealt with by the iMIS software system, via a portal and all data will be linked but this needs to be developed.

Paul Collins noted the main difference with the self-assessment toolkit is that it is simpler and easier to use. Instead of just stating what they need to do it allows organisations to present evidence at review stage. He stated that duplication has been removed and the same evidence can be used for more than one area which is not duplication. The self-assessment toolkit is linked to Council rules, Teaching Faculty Framework, Education and Training Standards, and NQEMT Examination Handbooks.

Paul Collins highlighted the necessity to make comparisons and carry out analysis and determine if feedback being collected and used. He stated that the RI/ATI is fully responsible for quality assurance of every programme they deliver. The questions need to be asked; where the evidence observations took place and what are these observations; do you have competent staff, competent to do what and what systems are in place for this, do you have a data protection policy and is it up to date. Collaborative provision is important as not all faculty are staff and organisations are collaborating externally.

Paul Collins noted that authentication is a key component around assessment; the question is where is the onus with external authentication and who does it sit with. Best practice has to happen for every certification period and there needs to be a mechanism in place for external authentication. He made reference to the Quality and Qualifications Ireland requirements for its approved education

providers for external authentication processes. The Chair questioned how external authentication is going to be introduced for OFA/FAR level as thousands are applying for FAR. Kathleen Walsh advised that the Teaching Faculty Framework makes reference to it. The Chair stated there is benefit in having external authentication. Paul Collins noted that Educational Training Boards are now putting together panels of external authenticators. The Chair questioned should PHECC be considering an external authenticators panel. Should this panel be selected by the organisations or by PHECC. Paul Collins suggested that PHECC recommend the criteria for external authenticators and the onus should be on the organisations to implement. Jacqueline Egan asked should an external authentication panel be considered for the EMT examination process and the Chair stated that it is not necessary as the Examination Quality Group are experts in this field.

The Chair thanked Paul Collins for his presentation and commended him on a great piece of work.

* Hillery Collins left the meeting.

6. RI Status – update

- **RI Listing**

A table detailing all the RIs and their approved courses and delegated decisions by the Director from November's Council meeting was included in the meeting papers. Kathleen Walsh informed the members that there have been three pre-submission meetings attended in October and four new applications are currently under review.

At the September Committee meeting Paul Lambert referred to a previous decision of the Committee where all applications at practitioner level are to go to the Committee before Council and Kathleen Walsh confirmed that the delegated decisions of the Director, for RI and course approvals, needs to be amended by Council before applications are brought before the Committee. It was agreed to seek clarification from Council regarding this. Paul Lambert queried if clarification was sought from Council and Kathleen Walsh advised that clarification will be sought at the next Council meeting in December. The Chair stated that this function comes under the terms of reference for this Committee.

- **RI Applications Assessor Panel**

At the September Committee meeting Kathleen Walsh informed the group that due to the increasing volumes of applications, course approvals and renewal applications, an RI Applications Assessor Panel is being developed through an expression of interest process.

* Ray Carney excused himself for this agenda item.

Kathleen Walsh briefed the members and informed them that an expression of interest has been circulated to join the RI Applications Assessor Panel. Currently 28 applications have been received and the majority of submissions are from practitioners. The Panel will consist of 10 members. The Chair noted that it is great that the expression of interest has been circulated and has generated a lot of interest. KW informed the members that training for the Panel will commence in the New Year. PL queried if training will take place on site and KW advised that this would be the preference, but resources need to be reviewed.

* Ray Carney returned to the meeting.

* Liz Dempsey joined the meeting.

7. ISO NQEMT EMT Survey Report

SUR002_NQEMT EMT Exam Process Survey Report 2018 was included in the meeting papers. Jacqueline Egan provided an overview. At their November meeting Council raised some queries and Jacqueline Egan discussed with the members; (4.7) regarding 40 candidates who responded that they were not satisfied with the re-application process. Jacqueline Egan clarified that the comments from the candidates do not always relate to the question being asked and in this case 37 candidates who responded are not referring to the re-application process; (4.9) regarding 18 candidates who stated that they were not satisfied with the delivery of the OSCEs. Jacqueline Egan reminded members that all feedback is included in the report in the meeting papers.

* Hillery Collins joined the meeting.

Hillery Collins questioned could examiners be surveyed in the same way as we have surveyed EMTs and Responder level RIs. LD advised that feedback is received from examiners after each exam and recorded on our feedback database for action if required. The Chair raised a query regarding feedback received from candidates and examiners at exams and how this is dealt with. Jacqueline Egan explained that all feedback received is categorised and circulated as appropriate.

Hillery Collins stated that one third of candidates are unsatisfied with exams and queried if there is any research we can benchmark our performance against. Jacqueline Egan stated that complaints and compliments will always be received and PHECC will always address them. She stated that we have never benchmarked against other exam bodies, but it may be a worthwhile exercise.

The Chair raised the issue regarding the difficulties candidates are experiencing in booking places at Prometric test centres for their MCQ examination. Jacqueline Egan informed the members that often candidates leave it to the last minute to book their places and therefore there are limited places available to choose from. The Chair asked if there are any alternative centres to Prometric. Jacqueline Egan informed that a tender was carried out recently and generated a lot of interest but only one organisation submitted a tender application. Currently Prometric are the only organisation who meet our criteria for delivery of the MCQ exams. RIs could be surveyed to determine if suitable facilities and equipment are available for the MCQ exam to be provided in the RI. The Chair noted that there were less issues with the MCQ exams before Prometric. JE advised that invigilation of the exams and confidentiality are issues. Mary O'Neill stated that the RIs should be trusted to invigilate the MCQ exams.

Jacqueline Egan informed the meeting that responder level RIs are currently being surveyed with regard to electronic access being provided for examinations. Róisín McGuire noted that the Civil Defence send out a survey monkey to their candidates for the responder examinations and this works very well for Civil Defence. Civil Defence officers are invigilating the exam. A start time and a closing time for the exam is given within which students log on and take their responder exam.

Róisín McGuire requested that the first group of candidates at the NQEMT OSCE be given a provisional result at the end of their exam to avoid having to wait until the end of the day to be notified of results. Liz Dempsey advised that all the results are collated at the end of the day following all exams. She advised that if the first group of candidates are given a provisional result after their exam they will have longer to prepare for a resit which will disadvantage candidates in the last group who will not have as much time. It was also noted that sufficient time is required for results review and validation.

Chris O'Connor noted that there should be a better way to use technology in the delivery of OSCE exams. The Chair suggested that the PHECC IT Officer be consulted on this. Security issues and the quality of wifi in the hotels where the OSCEs are held was highlighted. Paul Lambert reiterated the importance of the inclusion of Exam Quality in the OSCE exam process. RE noted that mistakes can be made if this process is rushed. The Chair acknowledged that the system is in place to accommodate candidates in every way.

8. NQEMT Examination Results/Statistics 2017

A report on NQEMT Examination Results 2017 Paramedic and EMT levels was included in the meeting papers. The members queried why SWA results for UL for 2017 were not provided in the report and Liz Dempsey confirmed that UL sat their first SWA exam in January 2018.

8.1 Recording of NQEMT exam fail versus not attending

At the October Council meeting an issue was raised regarding the policy on 'no-shows' for organisations and how currently same were being recorded as a 'fail'. The Chair queried if all results recorded as fails include nonattendance. Jacqueline Egan advised that nonattendance at exams is recorded on the examinations database but not included in the annual NQEMT statistics published.

The Chair stated that exam related reports must be shared with the Education and Standards Committee prior to Council.

9. NQEMT Exam Panels Nominations Update

Jacqueline Egan informed the members that an expression of interest to join the NQEMT exam related panels was circulated early in the year, but this Committee was not involved in establishing the selection criteria and requested that all RIs be contacted for nominations to the exam panels instead. A listing of nominated examiner panel and test item writer panel members was tabled and provided to the members. Jacqueline Egan stated that training will be provided for all current and new members. The Chair queried if there is a plan in place for examiner training and Jacqueline Egan advised that it is anticipated that training will be provided in the first quarter of 2019 and experts will be sought to provide the training in addition to the current Exam Quality experts.

Jacqueline Egan advised that we need to make use of electronic access for using an electronic/on-line calendar for exams going forward and a portal could be developed for scheduling exam dates and examiner availability. The appropriate time to put this in place will be after training. She informed the members that over the next two weeks all RIs will be contacted and exam dates for 2019 requested. The Chair highlighted that current practices and procedures for examiners need to be reviewed and reinforced because members had concerns with regards to examiner awareness of candidate RI during the OSCE exam process.

Requirements for being reinstated onto the examiner panel was discussed. Paul Lambert noted that there was a time when the examiner panel list on the PHECC website included inactive examiners. Ray Carney noted that the RIs might not be aware that an examiner is inactive as they may not be notified in a timely manner. The Chair asked how we address this issue and JE stated that this issue will be rectified when the examiner availability is managed via the PHECC website. It was recommended to contact examiners who have become inactive within the last 3 years. The Chair stated that RPL for examiners who have been used by RIs for the purpose over the previous years needs to be pursued. This was agreed by the Committee and these examiners (although not PHECC examiners) will be included in upcoming examiner training/refresher courses.

The members questioned whether examiners must be nominated by an RI or can they self nominate. The examiner panel terms of reference terminology was discussed. The Director stated that the terminology needs to be very clear. The members agreed the following amendment to the examiner panel terms of reference.

‘May be nominated by a licensed CPG provider or recognised institution’ to be amended to ‘Must be nominated by a licensed CPG provider or recognised institution’.

Kathleen Walsh queried if responder level RIs can nominate examiners if they are not recognised at practitioner level. Ben Heron stated that affiliation with responder RIs is not an issue as PHECC examiners are examining based on their clinical level. He stated that examiners are PHECC’s examiners and not the RI’s examiners and should examine at the level they are trained at. The Chair noted that the RI nominates examiners to the panel.

The Committee approve the new members to the examiner panel and test item writer panel. Jacqueline Egan will make the agreed amendment to the terms of reference for the examiner panel and will take this to Council for approval if appropriate.

Resolution: That the Education and Standards Committee approve the new members to the Examiner Panel and Test Item Writer Panel and approve the amendment to the Examiner Panel terms of reference as agreed.

Proposed: Ben Heron
Carried without dissent

Seconded: Róisín McGuire

* Liz Dempsey left the meeting.

10. EMT CPC Booklet

Ricky Ellis provided the background. An updated CPC Standard for Pre-Hospital Emergency Care Practitioners was approved by Council in May 2018. Following feedback from EMT practitioners provided at the last Committee meeting, the Education & Standards Committee approved the production of a CPC guide for the EMT clinical level for 2018 cycle. This was produced by the EMT CPC Co-ordinator based on the Standard as approved by Council. This EMT CPC booklet was included in the meeting papers for the approval of the Committee.

Hillery Collins queried the status of CPC for P and AP. The Chair advised that CPC for P and AP was approved by Council and has been deferred to next year. He noted the business plan for 2019 with a request for two additional CPC staff members as opposed to the 5 staff positions requested in the CPC plan for P and AP, has been approved by Council subject to the business plan being submitted to the DoH for 2019. The Chair advised that CPC has been identified as a risk on the risk register for Council as a priority. He stated that CPC has been on the agenda since 2004 and needs to be implemented in its entirety. The Director queried the possibility of a phased approach for this for the full staff complement approved in principle by Council.

Resolution: That the Education and Standards Committee, based on the recommendations of the CPC Subcommittee, as approved by Council, accept the modifications to the EMT CPC Guide 2018 for Pre-Hospital Emergency Care Practitioners.

* Melissa Redmond left the meeting.

11. Recognition of Qualifications – Update

An update on recognition of overseas qualifications was included in the meeting papers. There are currently thirteen applications at various stages of assessment. Kathleen Walsh noted that there is a requirement to expand the recognition of qualifications assessment panel in 2019. She informed the members that the PHECC Executive was invited to attend a meeting for all health care regulators by the DoH on Friday 9th November. The main agenda item was the ongoing discussion of planning for qualification recognition post-Brexit. Kathleen Walsh advised that it is anticipated there will be an increase in UK applications after Brexit and the DoH is keeping us informed. The members discussed the implications of Brexit.

Hillery Collins noted the implications this might have for CPC for registrants practising outside Ireland.

The triple lock system for practitioners was discussed. Paul Lambert stated that the triple lock system applies if practitioners intend to practice but they can remain on the register without the triple lock system. Kathleen Walsh stated that this may need to be dealt with as a registration issue.

12. Paediatric First Aid – Child Minding Ireland Correspondence

Kathleen Walsh provided an overview. Childminding Ireland Executive has sought PHECC guidance and support for developing a bespoke first aid course targeted to child minders in the home environment who are currently not regulated. It was shared that this may be an area of consideration for future regulation/government oversight. This is a different focus from TUSLA regulated providers (e.g. creches, early education centres).

In discussions with Childminding Ireland in early 2018 PHECC Executive encouraged the organisation's representatives to draft a proposal for consideration by PHECC Council and the relevant Committees (Education and Standards and Medical Advisory Committee) for consideration of a bespoke first aid course. A proposal was recently submitted by Childminding Ireland which was included in the meeting papers for information. The MAC will consider this proposal also as it relates to defining scopes of practice for this specific area of first aid/responder training and advising Council on clinical matters.

Over the past 2 years, (during the transition of OFA to FAR as the national education standard for first aid training in the workplace) the PHECC Executive has engaged in discussions with the Dept of CYA, TUSLA – Child and Family Agency and most recently Child Minding Ireland about the development of a paediatric first aid course.

The members discussed. It was considered whether to develop a paediatric first aid standard or an add on module to the FAR course. Ray Carney informed the members that currently the UK, Wales and Scotland, run a two-day training programme for FAR with a paediatric module. It was noted that the resources are not currently there in the industry for a standalone course and that a module within the FAR course would be a better way to approach this. Kathleen Walsh noted that there is not a significant amount of data available on paediatric accidents. She requested Ray Carney to bring the issue of the scope of practice of paediatric first aid to the Medical Advisory Committee to

discuss the clinical issues involved. The Chair advised that a standard needs to be developed before CPGs can be developed.

The Chair suggested a one day FAR course based on the UK model with an add on module for paediatric emergencies. Paul Lambert suggested an e-learning programme. Ray Carney stated that it might be worth considering modifying FAR to the paediatric environment.

Resolution: That the Education and Standards Committee are committed in principle to reviewing and introducing a paediatric first aid module.

Proposed: Ben Heron
Carried without dissent

Seconded: Paul Lambert

13. AOB

13.1 Hillery Collins informed the members that he expressed his concerns at the November Council meeting regarding the absence of a member of the PHECC Exam Quality Panel at AP exams. HC questioned what quality assurance is in place for the AP programme. He added that PHECC have taken back responsibility for the Paramedic exams and why not do the same for AP. The Chair noted that PHECC always supplied 3 examiners but never sent a member of the Quality Panel to attend AP OSCE and panel exams. He stated that we need to take these concerns into consideration and put a process in place with reference to addressing the risk and subsequent actioning for quality oversight required for the AP programme, encompassing its examinations and skill deficits. The Chair suggested this be referred to Jacqueline Egan as PDO for examinations, to consider what is appropriate going forward and be referred back to this Committee.

Kathleen Walsh noted the devolvement of the AP exams to the RI. She stated that the QRF review conducted with the RI made reference for an evaluation of the AP programme as it is funded by PHECC, this was accepted by Council and the Education and Standards Committee previously and this needs to be actioned.

The Committee recommend that a member of PHECC Quality Committee should attend each PHECC AP panel and OSCE examination within UCD.

13.2 Chris O'Connor raised a number of issues regarding the Teaching Faculty Framework (TFF). He requested that the TFF be revised. Kathleen Walsh informed the members that an educational award appeal (re: TFF) took place recently and the report will be brought to the next Council meeting. She stated that the Appeal Panel, as part of its report, suggested that the teaching faculty framework should be reviewed, and proposed recommendations. The Chair noted that rather than go to tender it would be better to set up a subgroup to revise the framework in line with the education and training standards and submit a draft to this Committee for consideration. The Chair suggested that Chris O'Connor chair the subgroup and Chris O'Connor agreed. Kathleen Walsh will liaise with Chris O'Connor and an expression of interest will be circulated to Committee members to join the subgroup.

13.3 Kathleen Walsh brought to the attention of the members a DPER circular regarding travel and subsistence costs for employees of public bodies and advised that PHECC is following its requirements regarding payments for Committee members.

13.4 The Chair informed the members that a grant submission from IHF for 2019 incorporating 2018 was discussed at the November Council meeting. Previous discussions of the Committee regarding IHF restrictions for EMTs instructing on its EFR courses should inform future service level agreements between PHECC and IHF for grant monies.

13.5 Proposed dates for 2019

Proposed dates for 2019 will be circulated to Committee members after Council have approved their meeting dates for 2019.

The meeting concluded at 14:20 approximately.

The Chair thanked all for attending the meeting and wished everyone a happy Christmas.

Chair's Signature: 

Date: 26/02/2019