

PHECC Council Meeting Minutes
Thursday 14 March 2019
PHECC Offices, Millennium Park, Naas

Present:

Jacqueline Burke (Chair)
Hillery Collins (Vice Chair)
Fiona McDaid
Pat Hanafin
Shane Mooney
Conor Deasy
David Menzies
Tess O'Donovan
Shane Knox
Thomas Keane
Patrick Fleming
Martin Dunne
Mick Molloy – Teleconference
Jason van der Velde - Teleconference

Apologies:

Stephen Brady
Patrick Plunkett
Jimmy Jordan
Richard Lodge, PHECC Director

In attendance:

Con Foley, Chair Compliance and Audit Committee
Brian Power, PHECC PDO
Ricky Ellis, PHECC PDO
Kathleen Walsh, PHECC PDO
Jacqueline Egan, PHECC PDO
Karen O'Neill, Council Secretariat
Claire Finn, PHECC Staff Representative

1. Chair's Business

The Chair welcomed attendees to the meeting and noted apologies received. The Chair extended her best wishes to Richard Lodge who was unable to attend the meeting due to illness and thanked Brian Power for deputising in his absence.

2. Minutes and Matters Arising

2.1 Draft Minutes February 2019

The draft minutes were presented for consideration and the following amendments noted;

Amendment to the attendance record as a true reflection of attendees on the day

Item 3.1 Brexit, Par 1, Line 3: 'EU Directive' replaces 'automatic'

Item 3.2 Financial Predictions, Par 3, Line 2: 'CFRI' replaces 'CRF'

Item 3.2 Financial Predictions, Par 3, Line 3: 'Insert 'EMS' before 'Gathering'

Item 5.2 Protected Title, Line 2: 'how legislation could be developed' reflects the discussion more accurately

Resolution: That the Council approve the Minutes of the meeting of February 2019 subject to the agreed amendments.

Proposed: Patrick Hanafin
Carried without dissent

Seconded: Tess O'Donovan

2.2 Matters Arising

- 2.2.1** Brian Power confirmed that the Director is currently waiting on confirmation of a date from Martin Dunne for the follow-up meeting between NAS Senior Management Team and representatives of the Priority Dispatch Committee.
- 2.2.2** Regarding the Fitness to Practice case in relation to the MMA incident, Brian Power noted that there was no document to be tabled at the meeting, however, the Director is currently progressing the case and the Registrar has initiated proceedings against the three PHECC practitioners in this regard.
- 2.2.3** A letter to The Minister for Health seeking a meeting in respect of legislation deficits has been delivered and an acknowledgement received.
- 2.2.4** The Director is currently obtaining alternative quotations for the HR Review to ensure compliance with procurement requirements.
- 2.2.5** Discussions are ongoing between the Director and the design consultants in relation to PHECC's Strategy Document 2019-2021.
- 2.2.6** The first two scheduled progress reviews of the Civil Defences CPG Licence extension will take place on 28th March 2019.
- 2.2.7** There has been a request for PHECC to address issues of operational practices by a licensed CPG provider in relation to event management. The licensed CPG provider who made this request has decided not to renew their PHECC licensed CPG provider approval. They have been invited to raise any taxation concerns regarding specific operators directly with the Revenue Commissioners as this is outside of PHECC's remit. Martin Dunne looked for clarity on whether they will continue to supply clinical services at events. It was agreed that Ricky Ellis will write to the organisation in question to determine if they will continue to supply clinical services at events as a non-licensed CPG provider.
- 2.2.8** A summary of grant requests received to date and a draft proposal of guidelines for grant assessment will be tabled at the April Council meeting.

Regarding item 3.1 on the Directors Report

Con Foley referenced the protected disclosure issue and advised the meeting that the findings were that there was no case to answer. However there were a number of recommendations made in the course of the Report, one of which was that in addition to approving any new Memoranda of Understandings [MOUs] with overseas organisations, that the Department of Health be notified of the existence of such MOUs.

Mr. Foley proposed therefore, that the Director be given delegated authority to liaise with HCPC in relation to a MOU in the event of a disorderly Brexit, which would revert the UK to third country/non-EU status, and the Department be notified of same.

Hillery Collins commented that there is a difference between a Northern Ireland and an Ireland MOU compared to an Ireland and UK MOU.

Kathleen Walsh noted that at recent meetings with the Department of Health one of the main concerns is that in the event of the UK leaving the EU they will no longer have access to the IMIS database, therefore details of disciplinary sanctions for HCPC registrants regarding Fitness to Practice cases will no longer be readily available.

Brian Power remarked that if a Fitness to Practice issue arose an individual practitioner could not be held to FTP by another registration body, and so the jurisdiction of the primary registration body would be the country where the Fitness to Practice case takes place. Regarding cross border ambulance services Brian Power noted that any agreement would not be a blanket agreement for all NI practitioners to practice in Ireland but would only involve a

practitioner tasked by NIAS to respond across the border. Martin Dunne noted that SLAs and Operating Procedures are vital.

Shane Mooney observed the current difficulty in locating on the PHECC website details of individuals who have findings against them relating to fitness to practice cases. Claire Finn confirmed that it is PHECC's intention to have this information available on the PHECC website with legal advice currently being sought on what details can be published. Shane Mooney requested that both himself and Patrick Plunkett are kept informed on upcoming FTP cases.

Resolution: That the Council instruct the Director to engage with HCPC in relation to developing a MOU.

Proposed: Martin Dunne
Carried without dissent

Seconded: Shane Knox

2.3 Correspondence

The following correspondence to the Chair was reported;

An acknowledgement letter from the Minister of Health, dated 22nd February 2019, in relation to request to meet regarding the Regulatory Weakness of the Pre-Hospital Emergency Care Council.

A letter of engagement from Comptroller & Auditor General, dated 20th February 2019, in relation to an Audit of 2018 Financial Statements.

A letter from Joint Voluntary First Aid Group, dated 6th March 2019, requesting a meeting.

A letter from DoH to the Chair in relation to protected disclosure.

3. Director's Report

3.1 Report to Council

In the Director's absence, Brian Power provided a report on the following;

3.1.1 Brexit

Issues and meetings relating to Brexit continue, with PHECC's position regarding recognition of qualification remaining unchanged. It was confirmed that if a no deal exit occurs the EU directive regarding recognition of qualification and registration for UK practitioners will no longer apply and they will revert to non-EU status. The EU directive for the provision of temporary and occasional services will also no longer apply to UK registrants from 29th March 2019 in the event of a no deal Brexit.

Discussions with the CEO of HCPC continue in relation to a MOU and recent meetings have highlighted the fact that the legal basis for administering medication in relation to cross border EMS services is unclear. A recent meeting between the Department of Health, the National Ambulance Service and PHECC to reach a sustainable operational position has resulted in discussions regarding potential changes to PHECC's legislation position.

With current activity focused on communication and information, PHECC are working on a simple narrative to appear on the PHECC website in relation to Brexit.

3.1.2 Risk Register

An updated version of the Risk Register will be tabled at the April Council meeting.

3.1.3 Request for assistance with costs of GVF compliance

A request for assistance with the costs of GVF compliance has been received from the Joint Voluntary First Aid Groups together with a meeting request for same. Concern was expressed to ensure that all licensed CPG providers are treated equally and fairly in a transparent manner. Although many of the voluntary service providers are registered charities they compete for business alongside commercial companies at events.

3.1.4 Joint Voluntary First Aid Group

PHECC have been requested to host a meeting location for the Joint Voluntary First Aid Groups to internally review their individual progress with GVF. It was noted that this is not a PHECC meeting, however, Ricky Ellis will deliver a presentation on GVF.

3.1.5 Financial Position

It was confirmed that PHECC has yet to receive a letter of determination for 2019, which has prevented the formalisation and submission of a Business Plan for 2019. Taking into account expenditure for the Irish Heart Foundation Grant and the CPC Programme, and additional income from FAR certification fees, current predictions indicate a small manageable deficit of €30,000-€50,000. Shane Knox stressed that the implementation of the CPC programme needs to be addressed urgently as it is one of our core statutory functions and requested the Director to update on this matter by providing an implementation plan of the CPC Programme at the April Council Meeting.

Brian Power noted that any increase in FAR certificate fees will be included in the Business Plan, but due to the delay in implementing the increase and the implications of the current ordering supply chain, it is unlikely that any benefits from the increase will be realised until the beginning of Q3 2019. A discussion arose around delays contributing to the implementation of the FAR certificate price increase, with David Menzies urging that the process be accelerated.

Conor Deasy emphasised that the price increase is for the certification of FAR and not for the actual certificate.

Brian Power noted that RIs can still use their existing certificate stock for further course certification however the revised FAR certificate will be required specifically for FAR certification.

Tess O'Donovan pointed out that a revised SLA will be required and so an interim arrangement with the print company may be needed while procurement is being addressed.

Resolution: That the Council charge of €10 for certification of successful FAR candidates will take effect from 1st May 2019.

Proposed: Shane Mooney
Carried without dissent

Seconded: Hillery Collins

3.2 Delegated Decisions of the Director

Kathleen Walsh provided an update on RI and ATI status and course approvals as per the Council papers.

Brian Power referenced the current status of licenced CPG providers as per the Council papers.

4. Clinical Matters

4.1 Naloxone CPG's Update

The Tenth Schedule has been updated to permit intranasal Naloxone administration. This has resulted in a change to the dosage regime which necessitated an update to three CPGs. The revised CPGs were presented in the Council papers.

Resolution: That the Council approve the updated CPGs as presented in Council papers to facilitate the changes to Naloxone route and dose.

Proposed: Conor Deasy
Carried without dissent

Seconded: Patrick Hanafin

5. Quality and Safety

5.1 OHCA Strategy – Submission to HSE Commissioners

Jacqueline Egan provided a summary of the OHCA Strategy contained within the Council papers, including the outcome from the meeting with HSE Commissioners on 14th February 2019 and correspondence received from the Joint Voluntary First Aid Groups in relation to same. Jacqueline emphasised the necessity for PHECC's continued contribution to the Implementation and Governance Group and future meetings. Brian Power referenced proposed PHECC support of the Strategy objectives as detailed in Council papers, and how processes could be developed as a result.

Council commended the recent work of nurse Aoife McGivney who came to the assistance of a bus driver who had suffered a cardiac arrest and Council welcomed the PR opportunity that arose during her segment on the Late Late Show on Friday 8th March, during which PHECC RED cards were distributed, and it was agreed that a letter be sent to the RTÉ in appreciation of raising awareness of CPR.

The importance of PHECCs proactiveness in supporting the OHCA Strategy was emphasised. Engagement in relation to the cardiac arrest strategy with An Garda Síochána and the Local Authority Fire Services was discussed noting the limitations of funding and resource constraints. Further discussion arose around the importance of a community-based approach to improve survival rates of cardiac arrest patients with Shane Mooney suggesting that concentration needs to be placed on making the public aware of the progression symptoms of a heart attack.

It was agreed that the Executive would write to the relevant Government Departments on this matter, namely the Department of Health, the Department of Environment and the Department of Justice. The Local Authority Fire Services and the Garda Commissioner are to be cc on the letter.

Jacqueline Egan agreed to produce a project plan and costings to propose to Council.

5.2 CPG Upskilling Status of Licence CPG Providers - Update

An update on responses received was presented by Jacqueline Egan, noting the issue of supply of information.

Brian Power confirmed that only the 2017 CPGs appear on the PHECC website currently and that all other versions no longer apply to practice.

6. Register

6.1 Register Report

Brian Power gave an overview on the report included in the Council papers.

6.2 AP Programme

Hillery Collins referred to previous discussions regarding quality assurance of the AP programme and he highlighted the need for the presence of a PHECC examiner at AP practical examinations. David Menzies reaffirmed that previous Council devolved the examination to the UCD RI. Shane Knox noted that as funders and accreditors of the programme PHECC are required to evaluate the programme to ensure that standards are maintained.

Resolution: That the Council instruct that a member of the PHECC Exam Quality Committee attend the AP practical examinations.

Proposed: Hillery Collins
Carried without dissent

Seconded: Shane Knox

Extensive discussions relating to content and delivery of the AP Programme resulted in a request for the Executive to seek further information from the AP Programme Director.

Further discussion arose relating to timelines of the tender process and the importance of ensuring that there is no disruption to the flow of qualified AP's into the industry. Shane Knox noted the need for the standard to be reviewed and updated where necessary. A query was raised by Conor Deasy regarding the need for third party involvement in reviewing the standard and he suggested that a small group with some external expertise could perhaps carry out this work in a shorter timeframe. Jacqueline Burke reiterated previous advice on the need for an education expert to support the Education & Standards Committee. She also expressed concern that this issue was not an agenda item for this meeting. The Chair also requested that the Executive seek clarification on PHECC's role in funding this programme going forward.

Resolution: That the Council direct the Executive to tender for the AP Programme to commence in August 2020, to current standards and CPGs, this will cover a minimum of 3 courses with an option to conduct further courses if required.

Proposed: Hillery Collins
Carried without dissent

Seconded: Tess O'Donovan

7. Risk

Developments in the Risk Register were noted and will be addressed in more detail at the next Council Meeting.

Council suspended for lunch. Note that Martin Dunne, Pat Hanafin, and Thomas Keane left the meeting at this time.

8. Governance and Finance

8.1 Annual Report 2017

Con Foley referenced the report included in the Council papers for information.

Resolution: That the Council approve the 2017 Annual Report

Proposed: Shane Knox
Carried without dissent

Seconded: Fiona McDaid

8.2 C & AG Certificate 2017 Accounts

Con Foley referenced the correspondence from the C & AG included in the Council papers noting the key point regarding pensions being the basis of the Qualified Opinion on Financial Statements and outlining assurances given.

8.3 Council Effectiveness Reviews Comparison

Con Foley thanked all of those who responded to the Board Evaluation Report which resulted in the production of a Council Effectiveness graph comparing performance in 2018 vs 2017. The comparison demonstrated an overall improvement however a 25% reduction in Council responses was noted.

Con Foley will provide further commentary on feedback received at the April Council meeting.

The Chair requested that the Executive provide a list of IPA events/courses that may be of interest to Council at the April Council meeting highlighting the invaluable networking opportunities these events provide.

9. Education & Standards

9.1 QRF Summary Costings

Kathleen Walsh provided a summary of the QRF implementation and projected costings of same. A discussion arose in relation to the assessment fee of €840 proposed for QRF panel members with Shane Knox querying whether a set assessment fee was appropriate when the number of days required to conduct an assessment can vary. Kathleen Walsh agreed to review costings.

9.2 Examiner Panel Terms of Reference

The proposed amendment to the Examiner Panel Terms of Reference was noted.

Resolution: That the Council approve the updates to the Examiner Panel Terms of Reference.

Proposed: Shane Mooney
Carried without dissent

Seconded: Patrick Fleming

10. A.O.B

Conor Deasy suggested that Council extend a meeting invitation to Mr. Keith Sinnott, the recently appointed National Clinical Director for Trauma Services. Brian Power agreed that a meeting would be beneficial as PHECC need to set clear national standards for Trauma Bypass for inclusion in CPGs and to ensure that all licensed CPG providers are informed. Shane Knox suggested that this was an operational matter and was outside the remit of PHECC.


Council acknowledged the 2nd anniversary of the loss of Rescue 116 off the coast of Blacksod, Co. Mayo and remembered all crew members recovered and still missing.

Council also remembered previous PHECC employee Marie Ní Mhurchú whose 7th anniversary occurs today.

The meeting concluded at 3.30pm approximately.

The next Council meeting will take place in PHECC offices on Thursday 11th April at 10.00am.

Signed:



Jacqueline Burke
Chairperson

Date:

11/04/2019