

**Minutes of the Council meeting held on the 14th December 2006, Marriott Johnstown House Hotel, Enfield, Co Meath.**

Present	Mr Paul Robinson, Chairman Mr Mark Doyle Mr John Duggan Mr Frank O'Malley Mr Gabriel Glynn Mr Pat Hanafin Mr David Hall Mr Martin Gallagher Mr Sean Creamer Mr Pat Gaughan
Apologies	Ms Julie Woods Mr Macartan Hughes Prof. Gerry Bury Mr Pat McCreanor Mr Michael Garry
In attendance	Dr Geoff King, Director Mr Barry O'Sullivan, Deputy Director & Registrar Ms Patricia Leng, Assistant to Director & Council Secretariat

**1. Chairman's Business**

**1.1 Financial Statement.** The Chairman spoke to the Financial Statement which was included with the meeting papers. Statements would in future be provided to Council at the end of June, September and December.

**1.2 Report of the Audit Committee.** The Chairman congratulated the Audit Committee on their work and stated that the Committee was working well and provided very good assurance to Council that our systems of accounting and control were effective. The meeting also acknowledged with thanks the contribution made by Ms Sylvia O'Mahony to the work of the Audit Committee.

**Resolution: That Council have reviewed and are satisfied with the effectiveness of the system of internal financial control.**

**Moved** Mr Martin Gallagher  
Carried without dissent

**Seconded** Mr Sean Creamer

**1.3 Next Council Meeting.** It was agreed to hold the next Council Meeting in February and that a list of Council Meeting dates for 2007 would be circulated. It was agreed that no meeting would take place in January or August.

**2. Minutes**

It was noted that the death of Mr Cole was not acknowledged in the minutes and that a letter of condolence should be sent to his family.

**Resolution:**

**That the minutes of the Council Meeting held on the 9<sup>th</sup> November 2006 be agreed.**

**Moved** Mr Frank O'Malley

**Seconded** Mr Sean Creamer

Carried without dissent

**3. Standards**

Council referred to the extract from the minutes of the Accreditation Committee meetings.

**Extract from the Accreditation Committee minutes – Nov. 1<sup>st</sup> and draft minutes from the 7<sup>th</sup> Dec. 2006**

**Resolution 1:** The Accreditation Committee recommends to Council the standards of theoretical and practical knowledge required for qualifications in pre-hospital emergency care be assessed from time to time, as occasion may require, but in any event not less than once in every three years.

**Resolution 2:** The Accreditation Committee recommends to Council for approval the Emergency Medical Technician Education and Training Standard subject to the decision to

- (i) reword item 31 as outlined,
- (ii) revise point 1.4.1 on page 14 to read "Outline the pertinent sections of current relevant legislation, highlighting....."
- (iii) incorporate MAG decisions,
- (iv) include the topics of deliberate self harm and complementary therapies,
- (v) incorporate care of the elderly as outlined.

It is also recommended to Council that close monitoring of the manual handling section of training is required in view of the concern regarding Items 35 and 36.

**Resolution 3:** The Accreditation Committee recommends to Council for approval the Paramedic Education and Training Standard subject to the decision to

- (i) revise point 1.4.1 on page 58 to read "Outline the pertinent sections of current relevant legislation, highlighting....."
- (ii) include the section on Patient care delivery and complimentary therapies as per EMT level and the topics under item 45,
- (iii) incorporate MAG decisions,
- (iv) clarify the term mentorship,
- (v) incorporate care of the elderly as outlined.

It is also recommended to Council that close monitoring of the manual handling section of training is required in view of the concern regarding Items 35 and 36. In addition it is also recommended to Council that close monitoring of the Professional Development (Unit 9) is required in view of the concern regarding Item 51 and 52.

**Resolution 4:** The Accreditation Committee recommends to Council for approval the rules for the recognition of institutions and approval of EMT, Paramedic and Advanced Paramedic courses subject to the decision to

- (i) make the affiliation between the recognised institution and an Irish tertiary Medical or Nursing school mandatory for Paramedic and Advanced Paramedic courses only,
- (ii) revise point 13 on page 128 to read "Evidence of patient contact through completion of PCRs or equivalent evidence to Council's satisfaction will be required",
- (iii) revise point 27 on page 129 to read "An institution has the right to appeal a non approval decision of the Accreditation Committee to Council",
- (iv) revise point 8 on page 133 to read "The student tutor ratios must not exceed 6/8 students per qualified tutor per syndicate,
- (v) Make three years registration as a Paramedic a prerequisite entry criterion for the AP standard.

**Resolution:**

**That the recommendations of the Accreditation Committee be approved.**

**Moved** Mr Sean Creamer  
Carried without dissent

**Seconded** Mr Gabriel Glynn

The Chairman paid tribute to the Chairman of the Accreditation Committee and to Pauline Dempsey for their work on the development of the Standards.

**4. Register**

**4.1 Fitness to Practise:** Comprehensive feedback on the draft “Registration Rules” and draft “Rules of Procedure Governing Inquiries into Allegations of Professional Misconduct and Unfitness to Practise” was received from the Chairman. In addition some typographical errors have been noted.

Council Members agreed to provide any additional feedback to the office by the end of December.

The Director undertook to engage with the Chairman and our solicitors to finalise both drafts.

**Resolution:**

**Council approves the Rules subject to incorporation of feedback as appropriate to the Chairman’s satisfaction.**

**Moved** Mr David Hall  
Carried without dissent

**Seconded** Mr Frank O’Malley

The Registrar briefed Council on the consultation process to guide the formation of Fitness to Practise Committees and circulated correspondence and a questionnaire sent out to all members of the Register. The results of the questionnaire will be brought back to Council.

**4.2** The Registrar distributed a list of 24 names for awarding of NQEMT Certificates and for entering on the PHECC Register, after which approval the number on the Register will total 1311.

**Resolutions:**

- 1. Council approves that the individuals listed be awarded the NQEMT Certificate (Paramedic).**
- 2. Council approves the names of the individuals listed be entered in the appropriate divisions of the PHECC Register (Paramedic).**

**Moved** Mr Pat Gaughan  
Carried without dissent

**Seconded** Mr David Hall

Mr David Hall offered his congratulations to Mr Sean Creamer and Mr Macartan Hughes, Council Members, on attaining their Advanced Paramedic Certificates and Registration.

**4.3** The Registrar asked for Council’s approval that Mr Brian Bruno continues as Tutor in the Advanced Paramedic Division for a further twelve months.

**Resolution:**

**Council approves Mr Brian Bruno to remain on the Register for a further twelve months as Tutor in the Advanced Paramedic Division.**

**Moved** Mr David Hall  
Carried without dissent

**Seconded** Mr Gabriel Glynn

Mr O'Sullivan advised the meeting that the number of people seeking registration was decreasing and that it was intended to invite people to join the Register from those Private, Voluntary and Auxiliary Organisations who have CPG approval.

**5. Strategic Plan**

Discussion ensued around the feedback received on the draft Strategic Plan.

**Resolution:**

**Council approves the Strategic Plan 2006 – 2009 subject to incorporation of feedback.**

**Moved** Mr Sean Creamer  
Carried without dissent

**Seconded** Mr Pat Gaughan

**6. Capital Funding**

The Director spoke to the correspondence outlining that Capital Funding of €300,000 had been allocated by the DoHC.

**7. ePCR**

Mr Barry O'Sullivan showed a demonstration video on the ePCR project which gave an overview of the three options which can be used to capture data: ruggedised tablet PC, iPen, & desktop PC. Council was advised that Dubai has contracted to buy the ePCR from Valentia Technology and a licensing agreement between PHECC and Valentia is being developed.

The HSE are actively considering funding national implementation of the ePCR in 2007. Mr Martin Gallagher suggested that thorough evaluation of the ePCR during implementation would be prudent.

Mr Pat Gaughan and Mr Mark Doyle offered their congratulations for the work that has been done to date. These words of congratulations were reiterated by the Chairman who said this was a great boost to PHECC, and added his personal congratulations to the Director, Deputy Director and Staff in moving this project ahead.

**Resolutions:**

**1. Council approves expenditure of €60,000 to complete the ePCR development in preparation for deployment.**

**2. Council approves expenditure of €25,000 to facilitate Microsoft Certification of the ePCR.**

**3. Council approves expenditure of up to €75,000 for the development of the iPen option for the ePCR.**

**Moved** Mr Pat Hanafin  
Carried without dissent

**Seconded** Mr Sean Creamer

## **8. Advanced Paramedic Programme**

### **Resolution:**

**Council approves funding of €150,000 to NATS/UCD for the Advanced Paramedic Programme to facilitate the introduction of Tablet PC's and the ePCR.**

**Moved** Mr Gabriel Glynn  
Carried without dissent

**Seconded** Mr John Duggan

## **9. Medical Oversight**

The proposal to provide funding to UCD for a Medical Oversight Project was discussed.

### **Resolution:**

**Council approves funding of €20,000 establishment and €50,000 for year 1 of the Project noting however that strong views were expressed by Council Members that the need and urgency of the project suggest that 3 years is too long a lead time for the project to be fully implemented.**

**Moved** Mr Pat Hanafin  
Carried without dissent

**Seconded** Mr Pat Gaughan

## **10. Out of Hospital Cardiac Register**

The proposal to provide funding to the Centre for Clinical and Health Services Research and Development ( Department of General Practice, NUI, Galway) to establish a national Out-of-Hospital Cardiac Arrest "OHCA" Register was discussed. Council was advised it was envisaged Dr Peter Wright will direct the project with Prof. Andrew Murphy of NUIG.

### **Resolution:**

**Council approves funding of €20,000 establishment and €125,000 for year 1 of the Project.**

**Moved** Mr Martin Gallagher  
Carried without dissent

**Seconded** Mr Gabriel Glynn

## **11. CPGs for Approval**

### **11.1 Salbutamol CPG for approval**

The Salbutamol CPG as developed by MAG was discussed. A note of caution was expressed by Dr Mark Doyle with regard to "Discharge into care of relatives or friends", which MAG had decided to develop further before implementing in CPGs.

### **Resolution:**

**That Council approve the Salbutamol CPG subject to the amendment as discussed.**

**Moved** Mr David Hall  
Carried without dissent

**Seconded** Mr John Duggan

### **11.2 Applications from Dublin Airport Authority & Medical**

It was recommended to Council by the Accreditation Committee that the applications to use CPG's received from DAA & Medical should be approved. The Director advised the meeting that the same conditions as applied to other successful applicants would apply.

**Resolution:**

**That Dublin Airport Authority & Medical be approved to implement CPG's.**

**Moved** Mr David Hall  
Carried without dissent

**Seconded** Mr John Duggan

**12. Directors Report**

The Directors report was referred to throughout the meeting.

The Director outlined that a proposal for a Research Project would be brought back to the February Council Meeting.

**Resolution:**

**Council approves in principle expenditure of €20,000 for the establishment of a Research Project.**

**Moved** Mr David Hall  
Carried without dissent

**Seconded** Mr Frank O'Malley

**13. AOB**

Mr Pat Hanafin formally thanked PHECC and the Chairman for the sponsorship received for the AAP Conference in November.

Mr John Duggan enquired if there were any plans for national implementation of CPR and AED training in schools. The Director briefed Council on the intentions of the HSE's Sudden Cardiac Death Task Force Implementation Committee.

Mr Sean Creamer expressed concern about access and cost disincentives for individuals and groups wanting CPR and AED training. The Director advised that it is hoped that access and cost will be eased with the implementation of the new CFR Standard but it may take up to the three years of the implementation to see a noticeable difference.

The Chairman wished Members of Council and PHECC Staff best wishes for Christmas and the New Year.

**Signed** \_\_\_\_\_  
**Mr Paul Robinson**  
**Chairman**

**Date** \_\_\_\_\_

**Minutes of the Council meeting held on the 9th November, Boardroom,  
PHECC Offices, Abbeymoat House, Abbey St, Naas, Co Kildare**

Present	Mr Paul Robinson, Chairman Prof. Gerry Bury Mr Frank O'Malley Mr Gabriel Glynn Mr Michael Garry Mr David Hall Mr Macartan Hughes Mr Martin Gallagher Mr Sean Creamer Mr Pat McCreanor Mr Pat Gaughan
Apologies	Ms Julie Woods Mr John Duggan Mr Pat Hanafin Mr Mark Doyle
In attendance	Dr Geoff King, Director Mr Barry O'Sullivan, Deputy Director & Registrar Ms Patricia Leng, Assistant to Director & Council Secretariat

**1. Chairman's Business**

The Chairman advised the meeting that the news article in relation to the Spatial Analysis tender was circulated for information.

Council members were in agreement with the Chairman's suggestion to combine the December Council meeting with an internal launch of the Annual Report/Recognition Event.

**2. Minutes**

**Resolution:**

**That the minutes of the Council Meeting of the 14<sup>th</sup> September 2006 be agreed.**

**Moved** Mr Macartan Hughes  
Carried without dissent

**Seconded** Mr Martin Gallagher

Re: Item 7. European Resuscitation Council. The Director advised that the Dept. was favourably disposed for PHECC to engage the European Resuscitation Council.

Prof. G Bury outlined concerns in relation to our preparedness for implementation of the 2005 ILCOR Guidelines and outlined that we need to ensure that we are better prepared for further changes in Guidelines e.g. 2010.

**Resolution:**

**That Prof. Gerard Bury be PHECC's representative to engage with the European Resuscitation Council.**

**Moved** Mr Pat McCreanor  
Carried without dissent

**Seconded** Mr Pat Gaughan

**3. Standards**

The Director outlined the collation of feedback to Accreditation Committee which is framed within two recommendations for the CFR and EFR Standards.

**Resolution:**

**That the recommendations of the Accreditation Committee for the CFR & EFR Standards be approved i.e.**

**(i) Council approves the Cardiac First Responder Standard**

Note: The healthcare practitioners/professional level is to be closely monitored because of concern raised.

**(ii) Council approves the Emergency First Responder Standard**

Note: EFR assessment is to be closely monitored because of concern raised.

**Moved** Mr Mick Garry  
Carried without dissent

**Seconded** Mr Pat Gaughan

The Director also outlined that approval of the Standards will require the Training Institutions to be reaccruited and to introduce new courses by the end of March 2007. This will need to coincide with the ending of Conversion Courses. The Director advised Council that there were still up to 150 EMT's nationally who had not converted and that a letter would be sent to those EMT's to encourage them to undertake a Conversion Course or failing that to join the Register at EMT level.

**4. CPG's**

**4.1** It was recommended to Council by the Accreditation Committee that the application to use CPG's received from Civil Defence, Medilink, and St. John Ambulance should be approved. The Director advised the meeting that the same conditions as applied to other successful applicants would apply.

**Resolution:**

**That Civil Defence, Medilink, and St. John Ambulance be approved to implement CPGs.**



**Moved** Mr Mick Garry  
Carried without dissent

**Seconded** Mr Pat Gaughan

#### **4.2 Correspondence from Prof. Gerard Bury**

Prof. Gerard Bury outlined the basis for his correspondence regarding UCD's Centre for Immediate Care Services review of the content and delivery of its Immediate Care Courses and the rationale behind the approach to Council.

#### **Resolution:**

**That Council endorse the utilisation of PHECC's Clinical Practice Guidelines as a basis for treatment procedures by Doctors providing such care.**

**Moved** Mr Mick Garry  
Carried without dissent

**Seconded** Mr David Hall

#### **5. Register**

**5.1** Mr. Barry O'Sullivan distributed a list of 138 names for awarding of NQEMT Certificates and for entering on the PHECC Register, after which approval the number on the register will total 1287.

#### **Resolutions:**

**1. Council approves that the individuals listed be awarded NQEMT Certificates (Paramedic, Emergency Medical Technician).**

**2. Council approves the names of the individuals listed be entered in the appropriate divisions of the PHECC Register (Paramedic, Emergency Medical Technician).**

**Moved** Mr Martin Gallagher  
Carried without dissent

**Seconded** Mr Pat Gaughan

**5.2 Internet Kiosks** Mr O'Sullivan outlined the benefits to students in using the internet kiosks proposed for both training institutions. This is an automated system whereby individuals will be able to enrol as a student, apply for examinations, register as a practitioner, and maintain CPD points on line through the Pre-Hospital Emergency Care Information Tool (PHECIT). Approval sought to purchase four units.

#### **Resolution:**

**That approval be granted to purchase four internet kiosks.**

**Moved** Mr Frank O'Malley  
Carried without dissent

**Seconded** Mr David Hall

**5.3 Newsletter** Mr O'Sullivan advised the meeting that the newsletter as circulated to Council Members will be distributed in the next day or so.

## **6. MERIT**

The MERIT Report was included with the meeting papers for information only. The Director spoke about the working group established under MERIT at PHECC's request to develop Standard/generic specifications for defibrillators. Council members again spoke of the high standard of the MERIT Reports.

## **7. Strategic Plan 2006 - 2009**

A draft Strategic Plan was included with the meeting papers for consideration by Council. The Director asked that any comments/suggestions should be forwarded to the PHECC office for collation and consideration at the next Council meeting, when it is hoped the Plan will be formally approved.

## **8. Directors Report**

The Director referred to correspondence from the DoHC regarding the recent personnel changes within the DoHC and the impact this will have on PHECC. The Director advised the meeting that he intends to engage with the new Principal Officer and Assistant Principal Officer by arranging a visit to the PHECC offices. The Chairman advised that it is intended to write a letter of thanks to Mr. Denis O'Sullivan and Mr. Pat Clifford.

Other items of the Directors report were referred to during the course of the meeting.

## **9. AOB**

- 9.1** The Chairman asked that a letter of condolence should be sent to Sylvia O'Mahony on the recent death of her father. Council was also advised that former Council Member Mr Karl Farrell was seriously ill.
- 9.2** Gabriel Glynn asked that the importance of completion of the PCR's should be included in a newsletter.
- 9.3** Council members were reminded that the AAP Conference is on Friday/Saturday 17<sup>th</sup>/18<sup>th</sup> November.

**Minutes of the Council meeting held on the 14th September, Boardroom,  
PHECC Offices, Abbeymoat House, Abbey St, Naas, Co Kildare**

Present	Mr Paul Robinson, Chairman Prof. Gerry Bury Mr John Duggan Mr Pat Hanafin Mr Frank O'Malley Mr Gabriel Glynn Mr Michael Garry Ms Julie Woods Mr David Hall Mr Macartan Hughes Mr Martin Gallagher Mr Sean Creamer
Apologies	Mr Pat McCreanor Mr Pat Gaughan Mr Mark Doyle
In attendance	Dr Geoff King, Director Ms Patricia Leng, Assistant to Director & Council Secretariat

**1. Chairman's Business**

The Chairman opened the meeting by expressing condolences on behalf of Council to Mr Gabriel Glynn on his recent bereavement.

**1.1** The Chairman briefed the meeting on correspondence regarding "The Forum of Chairpersons of State Sponsored Bodies".

**Resolution:**

**Council approves participation in "The Forum of Chairpersons of State Sponsored Bodies" including membership fees.**

**Moved** Mr Pat Hanafin  
Carried without dissent

**Seconded** Mr Frank O'Malley

**1.2** The Chairman briefed the meeting on correspondence regarding "Directors and Officers Liability Insurance". This suggests there is no need to hold a policy and is consistent with earlier informal advice from the Association of Chief Executives of State Agencies that it is not the practice to hold such policies. The Chairman asked for the matter of liability of members travelling to and from meetings be clarified.

## 2. Minutes

### Resolution:

**That the minutes of the Council Meeting of the 13<sup>th</sup> July be agreed.**

**Moved** Mr John Duggan  
Carried without dissent

**Seconded** Mr Frank O'Malley

## 3. Registrars Report

The Registrars Report was delivered in the absence of the Registrar by the Director.

**3.1** The Registrars Report contained a list of 58 Paramedic Practitioners and 2 EMT Practitioners bringing the total on the Register to 1151.

### Resolution:

- 1. Council approves that the individuals listed be awarded NQEMT Certificates (Paramedic, Emergency Medical Practitioner)**
- 2. Council approves that the names of the Individuals listed be entered in the appropriate divisions of the PHECC Register (Paramedic, Emergency Medical Technician).**

**Moved** Mr Frank O'Malley  
Carried without dissent

**Seconded** Mr Pat Hanafin

**3.2 NQEMT Examination Evolution** - Discussions ensued around how best to increase the question banks and the alternatives that are available.

### Resolution:

**Council approves inviting register members and the training institutions to formulate and submit MCQ test items with an honorarium of €5 for each test item accepted.**

**Moved** Mr Sean Creamer  
Carried without dissent

**Seconded** Mr Gabriel Glynn

**3.3 Training Documentation Review** – Council welcomed the review. The Director advised that the findings of the review have informed the drafting of relevant components of the new Standards.

**3.4 The Register: Professionalisation - “The Next Step”.** Prof. Bury discussed the makeup of the Committees and that the need for preparation was paramount. Further discussion ensued on how best to appoint members and it was agreed a process of nomination and selection would be appropriate.

Appointees must understand their role is to protect the public rather than be a representative and that absolute confidentiality is a requirement. Preparation may need to include discussion, case law and simulation. It would be prudent to limit members initially so that experience could be consolidated.

#### **4. Standards Update**

An outline of the process for approval of the penultimate Draft Standards which was agreed by the Accreditation Committee on the 5th September was given by the Director. A consolidated copy will be sent electronically to all PHECC Council and Committee Members by Friday 15<sup>th</sup> September. All recipients will have a four week window in which to offer their views and comments. All feedback will be collated and considered by the Accreditation Committee on 1<sup>st</sup> November. All collated feedback and the Accreditation Committee recommendations will be considered at the November Meeting of Council who hopefully will be in a position to “sign off” on the Standards.

Discussion ensued around the implementation of the ILCOR Guidelines and the trial implementation of the Cardiac First Response and Instructor Standard. In addition to the correspondence in the meeting papers an email on the former from Mr Macartan Hughes was circulated and informal feedback on the latter from discussions at the last MAG meeting was given.

#### **Resolution:**

**In future wherever feasible PHECC should advise timelines and deadlines for Standards implementation.**

**Moved** Mr John Duggan  
Carried without dissent

**Seconded** Mr Pat Hanafin

#### **5. Continuous Professional Development**

The Director explained the intention to incorporate the additional skills Paramedics will require to bring them up to the new Standard, as part of CPD, starting with the insertion of LMA/LT and administration of salbutamol.

#### **6. Spatial Analysis Report – HSE North West**

The report was welcomed. Mr Gabriel Glynn and Prof. Gerry Bury suggested the inclusion of some further census and demographic information in future reports. The Director advised that the HSE is planning a local launch of the report in the North West.

#### **Resolution: Council approves:**

- 1. Publication of the HSE North West Report.**
- 2. A tender process for two new reports in the Nth. East & Midlands; to include the feasibility of a national framework / report. .**

- 3. The appointment of Dr David Moore to assist the ePCR Project on a limited consultancy basis (maximum of 8 days at €600 per day + VAT).**

**Moved** Mr Martin Gallagher  
Carried without dissent

**Seconded** Prof. Gerry Bury

## **7. European Resuscitation Council**

As per correspondence in the meeting papers Prof. Gerry Bury outlined the benefits of establishing a formal working relationship with the European Resuscitation Council and that PHECC should consider its position in this regard. There was general agreement. The Chairman suggested that it would be prudent to obtain endorsement to do so from the DoHC before proceeding.

### **Resolution:**

**Council approves in principle establishing a formal relationship with the ERC.**

**Moved** Mr Sean Creamer  
Carried without dissent

**Seconded** Mr Gabriel Glynn

## **8. Clinical Practice Guidelines.**

**8.1** Council considered the application from the Irish Red Cross in the context of the recommendation from the Accreditation Committee.

### **Resolution:**

**Council approves the Irish Red Cross to implement CPG's.**

**Moved** Mr John Duggan  
Carried without dissent

**Seconded** Mr Gabriel Glynn

**8.2** This CPG is needed for the commencement of LMA/LT insertion training for Paramedics as part of CPD upskilling to the new Standard.

### **Resolution:**

**Council approves the CPG Advanced Airway Management - Adult as recommended by MAG.**

**Moved** Mr Pat Hanafin  
Carried without dissent

**Seconded** Mr Frank O'Malley

## **9. Communications Proposal**

Discussion ensued about the Communications Proposal included in the meeting papers.

**Resolution: Council approves:**

- 1. The appointment of Caroline Broadley / Impressions PR on a one day per week basis for three months to assist with some priority Communications /Public Relations issues.**
- 2. Ongoing Communications /Public Relations services be tendered for.**

**Moved** Mr Gabriel Glynn  
Carried without dissent

**Seconded** Mr Martin Gallagher

**10. Directors Report**

The Directors report was referred to comprehensively over the course of the meeting.

**11. Committee / Working Group Minutes**

Council members were advised that approved minutes of all Committee and Working Group Meetings will be included in Council meeting papers. The Director requested Council consider all Council, Committee and Working Group minutes for posting on the website.

**12. AOB**

Mr Pat Hanafin advised that the AAP Conference is to be held on 17/18/19<sup>th</sup> November in Clonmel.

**Minutes of the Council meeting held on the 13th July, Boardroom, PHECC  
Offices, Abbeymoat House, Abbey St, Naas, Co Kildare**

Present            Mr Paul Robinson, Chairman  
                         Prof. Gerry Bury  
                         Mr John Duggan  
                         Mr Pat Gaughan  
                         Mr Pat Hanafin  
                         Mr Frank O'Malley  
                         Mr Gabriel Glynn  
                         Mr Michael Garry  
                         Ms Julie Woods  
                         Mr Mark Doyle  
                         Mr Pat McCreanor  
                         Mr Martin Gallagher

Apologies        Mr David Hall  
                         Mr Macartan Hughes  
                         Mr Sean Creamer  
                         Dr Geoff King, Director

In attendance    Mr Barry O'Sullivan, Deputy Director & Registrar  
                         Ms Patricia Leng, Assistant to Director & Council Secretariat

**1. Chairman's Business**

**1.1** The Chairman briefed the meeting on correspondence received from the C & AG regarding the PHECC Financial Statements - year ended 31st December 2005. The Chairman recommended that the document be referred to the Audit Committee for their comments, and suggested a report back to Council at the October Council Meeting.

**1.2** Following discussion it was agreed to hold the next Council Meeting in September.

**2. Minutes**

**Resolution:**

**That the minutes of the Council meeting held on the 26th May 2006 be agreed.**

**Moved** Mr Frank O'Malley  
Carried without dissent

**Seconded** Mr Pat Gaughan



### **3. Register**

Mr Barry O'Sullivan distributed a list of 357 names for awarding of NQEMT Certificates and for entry on the PHECC Register. The effect of this approval increases the Register membership to a total of 1089.

Mr O'Sullivan also distributed a list of 2 names for entry on the PHECC Register as Tutors, Advanced Paramedic Division. Their membership of the PHECC Register is limited to 12 month duration and accordingly will expire at the end of July 2007.

#### **Resolution:**

**1. Council approves that the individuals listed be awarded NQEMT Certificates (Paramedic, Emergency Medical Technician)**

**2. Council approves that the names of the individuals listed be entered in the appropriate divisions of the PHECC Register (Paramedic, Emergency Medical Technician, Advanced Paramedic)**

**Moved** Mr John Duggan  
Carried without dissent

**Seconded** Ms Julie Woods

### **4. Strategic Planning Workshop**

Mr John Duggan complimented on a well organised workshop. The members agreed for a draft strategy to be drawn up and brought back to Council at the October Meeting.

### **5. Advanced Paramedic Training**

Mr Barry O'Sullivan briefed the meeting on Prof. Paul Finucane's report. Discussion ensued on its content and it was agreed by members that a report on current issues relating to maintaining standards and training should be prepared by the Director and presented to Council at the September meeting.

### **6. MERIT Project**

Formal funding approval was sought for funding for the MERIT Project as approved in principle at the May Meeting.

#### **Resolution:**

**That Council approves funding of €325,000 for the MERIT Project.**

**Moved** Mr Pat Gaughan  
Carried without dissent

**Seconded** Mr Martin Gallagher

## **7. RESUS**

A request for funding of €15,000 was received. It had previously been agreed by Council to approve funding ISIC and RESUS on alternate years.

### **Resolution:**

**That Council approves funding of €15,000 for the RESUS Conference to be held in November 2006.**

**Moved** Mr Frank O'Malley  
Carried without dissent

**Seconded** Mr Michael Garry

## **8. Critical Incident Stress Management**

The report was for information only and the contents were noted by Council.

## **9. HSE North East Report**

The report was for information only and the contents were noted by Council.

## **10. Directors Report**

The Directors report was referred to comprehensively over the course of the meeting.

## **11. AOB**

**11.1** Mr Barry O'Sullivan advised the meeting that PHECC is now subject to Freedom of Information since the 31st May and that three requests had been received to date. Council agreed to give consideration to publishing all Council and Committee meeting minutes on the website.

**11.2** It was agreed to send good wishes on behalf of Council to Mr Paddy McCarthy, EMT, Youghal, Co Cork who received injuries as a result of an assault.

## **Minutes of the Council meeting held on the 26th May, Killashee House Hotel, Naas, Co Kildare**

Present	Mr. Paul Robinson – Chairman Mr. Pat Hanafin Mr. John Duggan Mr. Frank O'Malley Mr. Gabriel Glynn Mr. Pat Gaughan Mr. David Hall Mr. Pat McCreanor Mr Martin Gallagher Mr Mark Doyle
Apologies	Ms Julie Woods Prof. Gerard Bury Mr. Michael Garry Mr. Macartan Hughes Mr. Sean Creamer
In Attendance	Dr. Geoff King – Director Mr. Barry O'Sullivan – Deputy Director & Registrar Ms Patricia Leng - Assistant to Director & Council Secretariat

### **1. Chairman's Business**

The Chairman congratulated the Director and his team for their hard work and dedication in the preparation of the Strategic Planning Workshop. He also congratulated the Council members for their input and conveyed his thanks for their attendance at the workshop.

It was agreed that the next Council meeting would be held on 13<sup>th</sup> July.

### **2. Minutes**

#### **Resolution:**

**That the minutes of the Council Meeting held on the 13th April 2006 be agreed.**

Moved: David Hall  
Carried without dissent.

Seconded; Frank O'Malley

### **3. Register**

Mr Barry O'Sullivan distributed a list of 115 names for awarding NQEMT Certificates and for entering on the PHECC Register, after which approval names on the register will total 732.

Mr O'Sullivan also briefed the meeting that applications to join the register were now being received from DFB. Mr David Hall expressed concern with regard to the Private Ambulances joining the register. Mr O'Sullivan advised the meeting that the Private Ambulances would be invited to join the Register when the DFB applications were processed.

#### **Resolution:**

- 1. Council approves that the individuals listed be awarded NQEMT Certificates (Paramedic, Emergency Medical Technician);**
- 2. Council approves the names of the individuals listed be entered in the appropriate divisions of the PHECC Register (Paramedic, Emergency Medical Technician).**

**Moved**  
Mr Pat Hanafin  
Carried without dissent

**Seconded**  
Mr David Hall

### **4. Application to use CPG's**

The Director answered questions in relation to the submission from the Order of Malta.

**Resolution: Council approves the Order of Malta to implement CPG's on receipt of a recommendation for approval from the Accreditation Committee.**

**Moved**  
Mr David Hall  
Carried Without dissent.

**Seconded**  
Mr Pat Gaughan

### **5. New ILCOR Guidelines**

A draft letter was included in the Meeting Papers for the information of Council.

The Director briefed the meeting on issues in relation to updating software on defibrillators. The letter is to be further considered by MAG before being sent out to the Service Providers and Training Institutions.

#### **6. Sudden Cardiac Death Task Force Report**

The Director advised the meeting that €300.000 annually has been allocated to the implementation of the SCDTF Report. Dr Siobhan Jennings (Population Health), is the responsible HSE individual; a Project Officer has been advertised for; a Steering Group is being formed. The Steering Group will be meeting soon to consider current projects/programmes for funding in the interim while the Project Officer is recruited and established.

**Resolution: Council approves in principle to provide funding for the Merit Project subject to funding being available and subject to the HSE matching the funding.**

#### **Approved**

Mr Pat Hanafin  
Carried without dissent

#### **Seconded**

Mr Frank O'Malley

#### **7. Strategic Planning workshop**

In relation to the draft Standards, the Director advised that key outstanding contributors will be advised that June is the deadline for feedback. It was suggested that a half day session with key stakeholders would be required to tease out and clarify any issues. The Director also advised that MAG is essential to this process.

#### **8. Directors Report**

The Director expressed his thanks to the Council for their attendance and input at the Strategic Planning Workshop and Council meeting.

#### **9 AOB**

No Matters discussed.

Signed \_\_\_\_\_  
Mr Paul Robinson  
Chairman

Date \_\_\_\_\_

## **Minutes of the Council meeting held on the 13th April, Boardroom, PHECC Offices**

Present	Mr. Paul Robinson – Chairman Mr. Pat Hanafin Mr. John Duggan Mr. Frank O'Malley Mr. Gabriel Glynn Mr. Pat Gaughan Ms Julie Woods Mr. David Hall Mr. Michael Garry Mr. Macartan Hughes Mr. Sean Creamer Mr. Pat McCreanor
Apologies	Mr. Martin Gallagher Mr. Mark Doyle Prof. Gerard Bury
In Attendance	Dr. Geoff King – Director Mr. Barry O'Sullivan – Deputy Director & Registrar Ms Patricia Leng - Assistant to Director & Council Secretariat

### **1. Chairman's Business**

The Chairman advised that the proposed date of 9th/10th May for the Governance and Strategic Planning Workshop / Council Meeting be changed to the 25th/26th May. Killashee House Hotel is currently the preferred venue. When confirmation is received members will be advised.

### **2. Minutes**

Mr. Frank O'Malley advised the meeting that the minutes of the February meeting were seconded by Mr. Pat Hanafin and not Mr. Pat O'Malley.

### **Resolution:**

**That the amended minutes of the March 9th meeting be agreed.**

**Moved** Mr. Frank O'Malley  
Carried without dissent.

**Seconded** Ms Julie Woods

### **3. PHECC Register**

Mr. Barry O'Sullivan distributed copies of the PHECC voice and spoke about the ongoing professionalisation agenda. Mr. O'Sullivan also distributed lists of 290 names for awarding of NQEMT Certificates and for entering on the PHECC Register, after which approval the total names on the register will total 618.

#### **Resolutions:**

**1. Council approves that the individuals listed be awarded NQEMT Certificates (Paramedic, Emergency Medical Technician).**

**2. Council approves the names of the individuals listed be entered in the appropriate divisions of the PHECC Register (Paramedic, Emergency Medical Technician).**

**Moved** Ms Julie Woods  
Carried without dissent.

**Seconded** Mr. Gabriel Glynn

Council members requested that percentages be calculated for each HSE Region of the number on the register as a proportion of the potential numbers that could join the register.

### **4. Ongoing training of Advanced Paramedics**

The Director briefed the meeting on the NATS/UCD funding proposal and recommended that Council approve this proposal. He advised that a recent visit to Scotland and early comparisons with their Paramedic course suggests that the Ireland (NATS / UCD) course, albeit longer, has much more emphasis on basic sciences and assessment skills which are particularly relevant to "treat and discharge" initiatives and community practitioner models of Ambulance service delivery. A contract, similar to the original, would be drafted but would contain additional clauses covering matters outlined in the Directors Report as well as clauses relating to insurances and the C & AG on the advice of the Audit Committee.

#### **Resolution**

**Council approves funding as outlined subject to sufficient funding being available over the timeframe of the courses.**

**Moved** Mr. Michael Garry  
Carried without dissent.

**Seconded** Mr. Frank O'Malley

### **5. DFB/ RCSI.**

Ms Julie Woods outlined the background to the DFB / RCSI proposal to vary the experiential component of the Paramedic course and the consideration of same by Council (once) and the Accreditation Committee (twice) to date. Extracts of these meetings were circulated to members. The draft minutes of the recent Accreditation Committee meeting includes a recommendation to Council that Council approves the variation in the context of a transitional process subject to:

- a defined time limit

- to coincide with the approval / implementation of the new Standards currently in draft under consultation.

The Director advised that:

- Suggestions in relation to the learning objectives as made by the Accreditation Committee would be incorporated;
- Experience on fire tenders only would be considered in the first instance; for a maximum period of 8 weeks of the experiential requirement;
- Approval would be on a site by site basis subject to evidence of: anticipated (prospective) and actual (retrospective) exposure; role specification of the trainee within the fire tender crew; and appropriate supervision and mentoring arrangements.

Council was reassured that it was not DFB / RCSI's intention, or the PHECC office's intention, to allow fire tenders to be considered as being equated to Ambulances for the purposes of experiential training.

**Resolution:**

**That Council approves the variation in the context of a transitional process subject to:**

- a defined time limit
- to coincide with the approval / implementation of the new Standards currently in draft under consultation.

**Moved** Mr David D Hall  
Carried without dissent.

**Seconded** Pat McCreanor

## **6. Application to use CPGs**

It was recommended to Council by the Accreditation Committee that the application from the Defence Forces should be approved. The Director advised the meeting that the same conditions as applied to other successful applicants would apply.

**Resolution:**

**That the Defence Forces be approved to implement CPGs.**

**Moved** Mr. David Hall  
Carried without dissent.

**Seconded** Mr. Pat McCreanor

## **CPG- A 4 CPG-A 55**

The Director advised the meeting that Dr Mags Burke had recommended changes to the Anaphylaxis CPG-As. These changes had been drafted and agreed to by MAG and CCC and are recommended to Council for approval, subject to Dr Mags Burke's agreement with the specifics of the changes made.

**Resolution:**

**That Council approves the CPG-As as amended subject to Dr Mags Burke's agreement.**



**Moved** Mr Pat Hanafin  
Carried without dissent.

**Seconded** Mr Frank O'Malley

### **7. New ILCOR Guidelines**

The Director outlined the background to MAG's recommendation that Council take a proactive approach to the implementation of the new ILCOR guidelines in anticipation of:

- (i) the incorporation of the new guidelines in e.g. AHA courses; and
- (ii) the CPG's currently being revised.

#### **Resolution:**

**That services be written to regarding early and staged implementation of the new ILCOR guidelines.**

**Moved** Mr. John Duggan  
Carried without dissent.

**Seconded** Mr. Macartan Hughes

### **8. Assessment of Equivalence**

The Director advised the meeting that Accreditation has approved a revised process and that "conversion" courses are nearing the end of their usefulness. Council will be asked at some time later in 2006 to approve a new policy consistent with this. Council asked that individuals in the statutory Ambulance services who had not done a conversion course be written to advising:

- of this with a view to giving them a final opportunity to consider undertaking such a course before year end; and
- should they not intend doing so, inviting them to join the register at EMT level and of the requirement to be Cardiac and CPG current.

### **9. Merit Project**

The latest Merit report was included in the meeting papers for information only. Discussion took place around the provision of services in rural areas. The Director drew comparisons between Ireland and Scotland in terms of demographics and geographical settings.

Correspondence from the HSE to Dingle in relation to their proposed collaborative service model (GPs and Ambulance service) were circulated at Mr Pat Hanafin's request.

A paper written by Noel Carmody and Mark Dixon on GP involvement in defibrillation was circulated; it is to be presented at the ERC Conference in May. The Director outlined that the paper is of particular note not only because of the content but that data was derived from information extracted from the new PCR's. Noel Carmody is key trainer in the Midwest for the implementation of the new PCR's and Mark Dixon is half time Project Officer for the Merit Project responsible for the Midwest.

### **10. Sudden Cardiac Death Task Force Report**

It was agreed that consideration of this report and its recommendations would be deferred until the Strategic Planning Workshop.

### **11. Irish Heart Foundation**

The Director advised the meeting that this was a work in progress and will be ready for further consideration at the Strategic Planning Workshop.

### **12. Annual Report**

The Chair requested members to forward any suggested amendments to the office. He also advised that the draft would be provided to members electronically to facilitate this.

### **13. Directors Report**

The Director had already comprehensively referred to items of his report over the course of the meeting.

### **14. AOB**

No matters discussed.

Signed \_\_\_\_\_  
Mr Paul Robinson  
Chairman

Date \_\_\_\_\_

**Minutes of the Council meeting held on 9th March 2006 in the Offices of HSE West, Manorhamilton, Co. Leitrim.**

**Present:** Mr. Paul Robinson – Chairman  
Mr. Sean Creamer  
Mr. Mark Doyle  
Mr. John Duggan  
Mr. Michael Garry  
Mr. Gabriel Glynn  
Mr. David Hall  
Mr. Pat Hanafin  
Mr. Macartan Hughes  
Mr. Frank O'Malley  
Mr. Pat McCreanor

**Apologies:** Prof Gerry Bury  
Mr. Martin Gallagher  
Mr Pat Gaughan  
Ms. Julie Woods

**In Attendance:** Dr Geoff King - Director  
Mr. Barry O'Sullivan – Deputy Director & Registrar  
Ms. Sharon Gallagher – Support Officer

**1. Chairman's Business**

**1.1 Ethics Acts for Public Bodies**

The Chair advised that the "Guidelines on Compliance with the provisions of the Ethics in Public Office Acts (Public Servants)" and the "Codes of Conduct (Civil Servants)" would be available for members to review individually.

**2. Minutes**

**Resolution:**

**That the minutes of the Council meeting held on 9th February 2006 be agreed.**

**Moved:** Frank O'Malley  
Carried without dissent

**Seconded:** Pat O'Malley

**3. Financial Matters**

### 3.1 Draft business plan

The Director discussed the draft business plan in the context of the previous 2005 plan and proposed that the 2006 plan be in the same format with the same level of detail. The Chair recommended that in addition a quarterly report on expenditure for Council would be adequate.

**Resolution:**

**The 2006 business plan as presented be approved by Council.**

**Moved:** Gabriel Glynn      **Seconded:** Pat McCreanor  
Carried without dissent

### 3.2 Review of Fees

The Director discussed with members the additions to, and increases in some of, the items in the Schedule of Fees for institutions and individuals as included in the meeting papers. Mr. Macartan Hughes asked if the individual fees could be collected in the schools/institutions on behalf of PHECC; the Director advised that would be permitted. There was general agreement on the fees outlined.

**Resolution:**

**The Schedule of Fees 2006 be approved by Council.**

**Moved:** Pat Hanafin      **Seconded:** David Hall  
Carried without dissent

### 3.3 Draft Financial Statements

The draft Financial Statements as provided in the meeting papers were discussed and the issue of FRS 17 was explained by Mr. Barry O'Sullivan.

**Resolution:**

**The Financial Statements be approved by Council subject to there being no material change by the C&AG and acknowledging that no provision had been made for FRS 17.**

**Moved:** Macartan Hughes      **Seconded:** Pat McCreanor  
Carried without dissent

It was discussed that another Council member was required to sign the final Financial Statements 2005; Mr David Hall agreed to co-sign with the Chair Mr Paul Robinson.

## 4. PHECC Register

Mr Barry O'Sullivan distributed and spoke on the document summarising the breakdown of numbers on the PHECC register. He also distributed the lists of names for awarding of NQEMT Certificates and for entering on the PHECC Register.

**Resolutions:**

**(1) Council approves that the individuals listed be awarded NQEMT Certificates (Emergency Medical Technician, Paramedic, Advanced Paramedic)**

**(2) Council approves the names of the individuals listed be entered in the appropriate divisions of the PHECC register (Emergency Medical Technician, Paramedic, Advanced Paramedic)**

**Moved:** Michael Garry      **Seconded:** Frank O'Malley  
Carried without dissent.

The Chairman commented very positively on the high number signing up to the PHECC register.

**5. Sudden Cardiac Death Task Force Report –**

The Task Force Report was distributed to members and it was agreed that this agenda item would be deferred to the next Council meeting.

**6. Irish Heart Foundation**

The options, feasibility and implications of PHECC developing a partnership with the Irish Heart Foundation were discussed as per the meeting papers. There was general agreement that this partnership be developed.

**Resolution: Council approves the development of a partnership between PHECC and the Irish Heart foundation.**

**Moved:** Pat Hanafin      **Seconded:** Frank O'Malley  
Carried without dissent.

Mr. Mark Doyle requested that the relationship between PHECC and ACLS be included as part of this process. It was agreed that this would be considered and returned to at the next Council meeting.

**7. DoHC Response to C&AG 1997 Report**

The Chair outlined that the DoHC are seeking updates on developments based on the C&AG 1997 Report. Since PHECC had not been established in 1997 the DoHC have requested an update since PHECC's establishment in 2000. The Chair commented that from reading the report PHECC have already significantly

addressed each issue highlighted. Mr Pat Hanafin also complimented Council members and PHECC staff on the high achievements of PHECC to date.

There was general agreement that this report/update to the DoHC should be included as a key component in the Council workshop revising the Strategic Plan.

### **8. Medical Advisor Appointment:**

The Director, Deputy Director and Support Officer withdrew from the meeting at the request of the Chair whilst members discussed the issue of the of the Medical Advisor appointment which is due for review in May 2006.

The minutes of this discussion was kept by the Chairman. Council discussed the matter.

#### **Resolution:**

**That Dr Geoff King be appointed as Medical Advisor to the Pre-Hospital Emergency Care Council, subject to the following:**

- 1. The appointment is personal to Dr King and is in addition to and separate from his substantive appointment as Director.**
- 2. The qualifications, particulars of office and job description of the post of Director are not amended in any way by this appointment.**
- 3. This appointment will not be a precedent for future appointments of either Director or Medical Advisor.**

**Moved** Sean Creamer  
Carried without dissent

**Seconded** Mark Doyle

### **9. Director's Report**

The following papers were distributed to members for their information:

- Cardiac First Response letter – feedback from Dr Peter Wright;
- Draft Cardiac First Response Report;
- Terms of reference for PHECC Services Gateway reference group;
- Examination results - there was general agreement on the presented layout and format for future exam results;
- Draft CPGs 1a-1d (incorporating the re-alignment project's revision of CPGs with the different pre-hospital clinical levels flagged). The Director outlined that it was anticipated that this 3<sup>rd</sup> edition of CPGs will be brought to Council for ratification later in 2006.

Mr David Hall enquired about a curriculum for First Responder Programmes and he suggested that an expert group be established to accelerate development of First Responder training. Mr David Hall also volunteered to furnish the PHECC

Office with components of a curriculum which has already been developed which could assist the process.

**AOB**

Mr Barry O'Sullivan informed members that the NQEMT Certificates will be available in approximately one month. He also distributed the current issue of the PHECC Voice (newsletter). Members commented on the high standard of the content and the presentation of the newsletter. The Chair recommended a copy of same be sent to the Chief Medical Officer in the DoHC who would have keen interest in the current developments by PHECC, most especially in the area of standards.

**11. Spatial Analysis Presentation**

Mr David Moore and Craig White presented a brief report of the Spatial Analysis study on the HSE - North West ambulance service.

Mr Frank McClintock; (Assistant National Director, Ambulance Hospitals Office, Health Service Executive) joined the Council members for the presentation.

At the conclusion of the presentation the presenters exited the meeting and an informal discussion ensued between the members and Mr McClintock on the implications of the study and potential for further research on the Irish National Ambulance Service.

Next Meeting – 13 April 2006 in Naas.

**Minutes of the Council meeting held on 9th February 2006 in the PHECC office in Naas, Co. Kildare.**

**Present:** Mr. Paul Robinson – Chairman  
Prof Gerry Bury  
Mr. Sean Creamer  
Mr. Martin Gallagher  
Mr. Michael Garry  
Mr. Gabriel Glynn  
Mr. David Hall  
Mr. Pat Hanafin  
Mr. Macartan Hughes  
Mr. Frank O'Malley  
Ms. Julie Woods

**Apologies:** Mr. Mark Doyle  
Mr. John Duggan  
Mr Pat Gaughan  
Mr. Pat McCreanor

**In Attendance:** Dr Geoff King - Director  
Mr. Barry O'Sullivan – Deputy Director & Registrar  
Ms. Sharon Gallagher – Support Officer

**1. Chairman's Business**

**1.1 -1.2 Governance in Public Bodies**

The report of the Conference on "*Governance of State Agencies: Best Practice*" in the meeting papers and a presentation the Director attended on the "*Ethics Acts and Public Bodies*" were discussed. The Director will prepare a paper on the latter. The Director advised that the need for Council Members to hold indemnity insurance was being explored. It was suggested by the Chair and there was general agreement by members that Council convene over a day and a half around the May 12<sup>th</sup> meeting date for a workshop on Governance and the development of the new Strategic Plan for the next number of years.



### 1.3 Statement of Internal Financial Control

The Statement on System of Internal Financial Control was reviewed and discussed.

**Resolution:**

**That the Statement on System of Internal Financial Control be approved.**

**Moved:** Martin Gallagher **Seconded:** Pat Hanafin  
Carried without dissent

### 1.4 Next meeting

There was general agreement to convene the March 9th meeting in the North West as the NW Spatial Analysis Study will be presented to the HSE NW Ambulance Service on that date, and a presentation can also be given to Council.

### 1.5 Annual Report

The 2004 Annual report was distributed to members, the Chair outlined that PHECC will bring the draft 2005 Annual Report to Council for review in April to avoid similar delays in the Irish translation and printing this year.

### 1.6 ISIC Conference

It was noted by the Chair that the ISIC conference is scheduled for 8<sup>th</sup> and 9<sup>th</sup> June in Galway; he suggested that Council convene the June meeting to coincide in Galway to facilitate attendance at the conference.

## 2. Minutes

**Resolution:**

**That the minutes of the Council meeting held on 8th December 2005 be agreed.**

**Moved:** Frank O'Malley **Seconded:** Gabriel Glynn  
Carried without dissent

The Director informed members that the special meeting of the Accreditation Committee to further consider the proposal from DFB re experiential training was not convened as DFB decided to further develop the proposal for presentation to the next scheduled Accreditation meeting.

## 3. Financial Matters

The letter of determination was tabled. The Director advised that the DoHC have advised that the draft Service Plan can be submitted after the March 9th Council meeting.

## 4. EMT-A/ Advanced Paramedic

### 4.1 Evaluation

The Draft Evaluation Report – Module 2 of the EMT-A /Advanced Paramedic course was discussed (Appendix C was distributed to members for information only, all copies were returned after the meeting for confidentiality/privacy reasons). The report on module 3 (the Internship) will be available in mid March. The Director stated that NATS/UCD should be congratulated on the positive progress on Advanced Paramedic training.

The Chair outlined that this report is part of a series and that PHECC look forward to the outstanding components and the consolidated report at the end.

The Director outlined that PHECC will forward the report to Mr Frank McClintock, Assistant Director (Ambulance), the HSE National Hospital's Office, and the Department of Health and Children for their information. He also highlighted that a summary of the report would be included in a future Newsletter.

### 4.2 Funding

The Director outlined that additional funding of €60,000 was provided to the NATS/UCD EMT-AP Programme for the additional 6 candidates in cohort 3.

### 4.3 CPG-As

The Director presented the CPG-As (which incorporate changes suggested by the first two cohorts of Advanced Paramedics).

### **Resolution:**

**Council approves the updated CPG-As subject to MAG and CCC ratification.**

**Moved:** Prof Gerry Bury  
Carried without dissent

**Seconded:** Julie Woods

## 5. PHECC Register

### 5.1 NQEMT Certificates/Registered Practitioners Licence

Barry O'Sullivan distributed and spoke on the draft NQEMT Certificates and Registered Practitioners Licence and the document outlining the PHECC Register of Pre-Hospital Emergency Care Practitioners.

### **Resolutions:**

**(1) Council approves that the individuals listed be awarded NQEMT Certificates (Emergency Medical Technician, Paramedic, Advanced Paramedic).**

**Moved:** David Hall  
Carried without dissent

**Seconded:** Michael Garry

**(2) Council approves the names of the individuals listed be entered in the appropriate divisions of the PHECC Register (Emergency Medical Technician, Paramedic, Advanced Paramedic).**

**Moved:** Julie Woods  
Carried without dissent

**Seconded:** Michael Garry

**(3) Council approves the issue of annual Registered Practitioner Licences to members on the PHECC Register.**

**Moved:** Julie Woods  
Carried without dissent

**Seconded:** Sean Creamer

It was noted by Julie Woods and agreed by members that the PHECC Mission Statement should be used on the back of the practitioner's licence card. The issue of alternative wording of the Mission Statement will be further discussed at the Strategic Planning Workshop.

#### 5.2 Training Institutions – Course titles / terminology

**Resolution:**

**Council approves that the Training Institutions henceforth amend their course titles from “EMT” to Paramedic and from “EMT-A” to Advanced Paramedic.**

**Moved:** Sean Creamer  
Carried without dissent

**Seconded:** Frank O'Malley

#### **6. Merit Project**

An update on the funding for the Merit Project was included in the meeting papers.

#### **7. National PCR**

A summary of the training and rollout of the PCR and e-PCR was distributed and discussed. Pat Hanafin suggested that registered post should be used when forwarding PCRs to a central location.

#### **8. Medical Advisor Appointment:**

The Director, Geoff King, Deputy Director and Registrar Barry O'Sullivan and Support Officer, Sharon Gallagher were requested by the Chair to exit the meeting at this point whilst members discussed the issue of the renewal of the Medical Advisor appointment which is due for review in May 2006.

## 9. Director's Report

The Director outlined that the Report of the Sudden Cardiac Death Task Force will be released at the end of this month. He advised that Council will get a summary of recommendations of interest to PHECC on the same day as the report is released.

## 10. AOB

10.1 Mr Pat Hanafin raised concerns on the issues of statutory support for the deployment of the Advanced Paramedics. The demoralising and deskilling effect on recent graduates was highlighted by Prof Bury. It was agreed that the Chair write formally to the HSE requesting support for the deployment of Advanced Paramedics within the statutory Ambulance Services.

The issue of Morphine Licences was also discussed. Martin Gallagher recommended the report by Mr Tom Mc Guinn, / the GMS Payments Board on the use of controlled drugs in Ireland as a guidance document.

**Moved:** Gerry Bury  
Carried without dissent

**Seconded:** Pat Hanafin

Signed: \_\_\_\_\_  
Mr. Paul Robinson  
Chairman

Date: \_\_\_\_\_