

Minutes of the Council meeting held on 8th December 2005 in the PHECC office in Naas, Co. Kildare.

Present: Mr. Paul Robinson – Chairman
Mr. Sean Creamer
Mr. Mark Doyle
Mr. John Duggan
Mr. Martin Gallagher
Mr. Michael Garry
Mr. Pat Gaughan
Mr. Gabriel Glynn
Mr. David Hall
Mr. Pat Hanafin
Mr. Macartan Hughes
Mr. Pat Mc Creanor
Mr. Frank O'Malley
Ms. Julie Woods

Apologies: Prof Gerry Bury
Mr Pat Gaughan
Dr Geoff King

In Attendance: Mr. Barry O'Sullivan – Deputy Director & Registrar
Ms. Sharon Gallagher – Support Officer

1. Chairman's Business

1.1 Academic Certificate

The drafts of the PHECC academic certificates were distributed to members for their review. It was suggested that PHECC's status as the statutory registration body should be included on the certificate. Members were asked to forward any further comments to Barry O'Sullivan.

1.2 Audit Committee

The Chairman informed members that the first meeting of the Audit Committee had taken place on the 21st November and that the reporting structure from the Committee will be directly to the Chairman, who will subsequently present to Council.

1.3 Governance in Public Bodies

Members were informed that the Director and Chairman attended a seminar on Governance in Public Bodies and that papers regarding same will be sent to all members in the New Year.

1.4 Ethics Acts and Public Bodies

The Chairman outlined that the Director will review the extension of the scope of the Ethics Acts particularly regarding any changes that may affect PHECC and will update members at the February meeting. Mark Doyle agreed on the need for this especially in the area of finance and governance.

1.5 Annual Report

It was noted by the Chair that it was necessary to complete the 2005 Annual report at the early stages of 2006. This is to allow for delays which have been experienced during the publication of the 2004 report due to holdups in the Irish translation process.

1.6 Next Meeting

The Chairman informed members that the next Council meeting (February 9th 10.30 am 2006) will focus on the Budget/Service plan.

2. Minutes

Resolution:

That the minutes of the Council meeting held on 11th November 2005 be agreed.

Moved: Frank O'Malley
Carried without dissent

Seconded: Pat Hanafin

3. Capital Funding

Mr Barry O'Sullivan informed members that PHECC were successful in bids for money for the Irish Heart Foundation and the National PCR Information System Project but not the Merit Project.

Resolution:

Council approves expenditure of €250,000 for the National Patient Care Report and €100,000 for the Irish Heart Foundation from additional capital funding received.

Moved: David Hall
Carried without dissent

Seconded: Mick Garry

4. Merit Project

Approval was sought for additional funding for the Merit Project to allow its extension to the East Coast Area which was one of the three areas initially targeted for inclusion in the project and also the Southern Area. Approval was

sought for expenditure of up to €125,000 for the East Coast Area and €65,000 in the Southern Area subject to funding being available.

Resolution:

Council approves additional funding of €125,000 to the Merit Project to allow its extension to the East Coast Area and €65,000 for the Southern Area subject to funding being available.

Moved: Pat McCreanor **Seconded:** Pat Hanafin
Carried without dissent

5. ISIC

The Director's report outlined that ISIC is at an advanced stage in planning its second yearly conference and would be reassured if there was approval from Council for sponsorship along similar lines to previous sponsorships.

Resolution:

Council approves funding ISIC the sum of €20,000 to sponsor the 2006 ISIC conference.

Moved: Macartan Hughes **Seconded:** Sean Creamer
Carried without dissent

6. EMT-A/Advanced Paramedic

As per the Director's report the issue of Advanced Paramedic status on the register was referred to the Accreditation Committee. The Chair of the Accreditation Committee advised that the Committee was in favour of full registration for interns following receipt of formal notification from NATS/UCD of the assessment results and was recommending this option to Council.

Resolution:

Council approves that Advanced Paramedics progress from Intern to full membership on the Register on receipt of formal notification from NATS/UCD of the assessment results.

Moved: Gabriel Glynn **Seconded:** Macartan Hughes
Carried without dissent

7. Application for CPG approval

Following the Accreditation Committee recommendation, the Lifeline Ambulance Service application for use of the current edition of the CPGs/Clinical Handbook was discussed and approved. David Hall left the meeting for the duration of the discussion on this item.

Resolution:

Council approves Lifeline Ambulance Service application to use the current edition of the CPGs/Clinical Handbook subject to appropriate time limit (current edition of CPGs) and the usual requirement to provide additional information and facilitate site visits as PHECC may request from time to time.

Moved: Pat Hanafin
Carried without dissent

Seconded: Gabriel Glynn

The Deputy Director advised that Council policy with respect to the use of the PHECC logo was being formulated. It was agreed that usage of the logo was prohibited until the policy was finalised.

Resolution:

Council approves amending the application process and checklist for use of the CPGs to include an initial application to the Accreditation Committee before approval by Council.

Moved: John Duggan
Carried without dissent

Seconded: Pat Hanafin

8. DFB/RCSI

8.1 Proposal to vary EMT/Paramedic Course

The proposal to vary the experiential component of the EMT/Paramedic Course by DFB/RCSI was discussed and it was agreed by members that the proposal should be returned to Accreditation for additional clarification prior to the next Council meeting. The key issue discussed was the methodology of the experiential training. It was suggested that the caveats recommended by the Accreditation Committee in relation to a trial implementation be included in the Council meeting papers.

8.2 Proposal for EMT-A Training

The proposal to develop an Advanced Paramedic training programme by DFB/RCSI was discussed.

Resolution:

Council approves funding not to exceed €75,000 to support the proposal for DFB/RCSI to develop an Advanced Paramedic training programme subject to contractual arrangements being agreed.

Moved: Sean Creamer **Seconded:** Martin Gallagher
Carried without dissent

9. National Patient Care Report

Barry O'Sullivan updated members that the tender for ePCR had been awarded. It was also suggested that funding may become available for purchasing ruggedised tablet PC's and it would be prudent to have approval for the expenditure should this occur.

Resolution:

Council approves the purchase of up to 100 ruggedised tablet PCs subject to funding being available.

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

10. Director's Report

Mr Barry O'Sullivan highlighted that the Task Force on Sudden Cardiac Death Report is with the Tainaiste and following publication it is expected that there will be some issues to be addressed by PHECC. The PHECC submission for funding in 2006 was included in the Council papers for information purposes for members. There was some discussion on the need for additional office staff.

11. A.O.B.

11.1 Barry O'Sullivan distributed the copies of the draft register letter, Register Application Form and the results of the 11th NQEMT examination for information and review.

11.2 Members were advised that they could return dated PHECC documentation and papers to the PHECC office for confidential shredding.

The Chair wished members and staff best wishes for Christmas and the New Year in addition to complimenting and thanking them on their attendance and achievements during 2005.

Signed: _____
Mr. Paul Robinson
Chairman

Date: _____



Minutes of the Council meeting held on 11th November 2005 in the Clybaun Hotel, Salthill, Co. Galway

Present: Mr. Paul Robinson Chairman

Prof. Gerard Bury
Mr. Mark Doyle
Mr. John Duggan
Mr. Pat Gaughan
Mr. Michael Garry
Mr. Gabriel Glynn
Mr. David Hall
Mr. Pat Hanafin
Mr. Macartan Hughes
Mr. Pat Mc Creanor
Mr. Frank O'Malley

Apologies: Mr. Sean Creamer
Mr. Martin Gallagher
Ms. Julie Woods

In Attendance: Mr. Barry O'Sullivan Deputy Director & Registrar
Ms. Marian Spence Council Secretariat

1. Chairman's Business

1.1 Audit Committee

The Chairman informed members that the first meeting of the Audit Committee will be held on the 21st November.

2. Minutes

Resolution:

That the minutes of the Council meeting held on 13th October 2005 be agreed with the amendment that Mr. Pat McCreanor was present.

Moved: Frank O Malley
Carried without dissent

Seconded: Mick Garry

3. Capital Funding

The Chairman informed members that the situation regarding additional funding is being progressed and an update is expected from the Department regarding the additional capital funding allocation before the next meeting.

4. Merit Project

Prof. Gerry Bury expressed his appreciation to PHECC for hosting a successful orientation day for the new Merit staff. He informed members that the tendering procedure for 200 AEDs is in progress. He also advised that expressions of interest had been received from four additional Health Areas to participate in the Merit Project. A development report will be forthcoming for the next meeting.

Resolution:

Council approves funding to support the continuation of the Merit Project by an amount not exceeding €250,000 subject to adequate funds being available.

Moved: Pat Hanafin
Carried without dissent

Seconded: Pat Mc Creanor

5. ISIC

The Deputy Director outlined in his report that ISIC had agreed to develop up to 12 Clinical Practice Guidelines for Medical Practitioners in consultation with the Irish College of General Practitioners and the Merit Project and that that it would be prudent to support this initiative.

Resolution:

Council approves expenditure of €10,000 in support of the ISIC proposal to develop CPGs for Medical Practitioners.

Moved: Pat Gaughan
Carried without dissent

Seconded: Mick Garry

6. EMT-A/Advanced Paramedic

The Deputy Director advised that PHECC had participated in a meeting with NATS/UCD and the Assistant Director, National Hospitals Office in relation to EMT-A/Advanced Paramedic training programme. Members were informed that the meeting had been advised that Council were awaiting a submission from NATS/UCD in relation to supporting Advanced Paramedic training for new training courses post the current agreement.

Prof Bury gave an update on the progress of the first three courses.

The Director's Report emphasised that following a meeting with NATS/UCD and under Council's instructions the recommendations in the first Evaluation Report by Professor Paul Finucane are to be implemented.

It was also considered that it is now timely for Council to contemplate approving expenditure for future training, subject to a satisfactory proposal being received from NATS/UCD and funding being available.

Resolution:

Council approves in principle expenditure of €250,000 towards training of Advanced Paramedics subject to contractual items being agreed and sufficient funds being available from the DoHC allocation.

Moved: Gabriel Glynn
Carried without dissent

Seconded: Pat Mc Creanor

7. Register

The Deputy Director/Registrar circulated the latest edition of the PHECC Voice concerning the Register and informed Members that this had been sent to all EMTs on the PHECC database. Samples of the supporting notices of the Code of Professional Conduct and Ethics, Fitness to Practice Guidelines and the Register were also tabled at the meeting.

The Chairman and members expressed their approval and congratulations with the progress to date. In subsequent discussions there was agreement that the Clinical Care Committee would develop the Continuing Professional Development (CPD) requirements of Register membership as a priority. The emphasis of the Register is one of direct patient care and the associated practice requirements for this. Consideration needs to be given regarding the place on the Register for individuals who are not engaged in or provide direct patient care services. Another issue to be considered is whether the complaints procedure should be amended so as not to require a statutory declaration; this will be considered with the benefit of experience after the Register and complaints process are implemented and an evaluation of the complaints process conducted.

8. Application for CPG Approval

A letter of application from Lifeline Ambulances Service to use the Clinical Practice Guidelines was discussed. Mr David Hall withdrew from the meeting prior to the ensuing discussion due to a potential conflict of interest. Members agreed in principle to the application subject to formal ratification by the Accreditation Committee.

Council agreed that the use of the PHECC logo by any organisation is prohibited and that the Director would give consideration to developing guidelines in relation to this issue.

Resolution:

Council approves in principle Lifeline Ambulance Service's application to use the Clinical Practice Guidelines subject to formal ratification by the Accreditation Committee.

Moved: Pat Gaughan
Carried without dissent

Seconded: Pat Hanafin

9. First Responders

Members discussed correspondence from Mr. Pat Mc Creanor in relation to deployment of First Responders. Mr Mc Creanor withdrew from the meeting prior to the discussion due to a potential conflict of interest. The Chairman agreed this is an important matter for consideration, however funding operations on an individual basis would be outside PHECC's remit. He suggested it may be prudent for the Director to prepare a paper for consideration on the implications for training/funding First Responders on a general/national basis. It was also emphasised that the Task Force on SCD would be reporting shortly and that this would have implications for First Responder schemes.

10. Director's Report

All matters pertaining to the Director's report were discussed during the course of the meeting.

11. A.O.B.

The next meeting will be held on the 8th December 2005.

Signed: _____
Mr. Paul Robinson
Chairman

Date: _____

Minutes of the Council meeting held on 13th October 2005 in the PHECC office in Naas, Co. Kildare.

Present: Mr. Paul Robinson – Chairman
Prof. Gerard Bury
Mr. John Duggan
Mr. Martin Gallagher
Mr. Michael Garry
Mr. Pat Hanafin
Mr. Macartan Hughes
Mr. Frank O'Malley
Ms. Julie Woods

Apologies: Mr. Sean Creamer
Mr. Mark Doyle
Mr. Pat Gaughan
Mr. Gabriel Glynn
Mr. David Hall
Mr. Pat Mc Creanor

In Attendance: Dr. Geoff King - Director
Mr. Barry O'Sullivan – Head of Corporate Services
Ms. Marian Spence – Council Secretariat

1. Chairman's Business

1.1 The Chairman expressed his condolences for Mark Doyle and family on the recent death of his father.

1.2 Audit Committee

The Chairman informed members that the first meeting of the Audit Committee will be organised in the near future.

1.3 Capital Funding

The Director has approached the Department for additional capital funding for the Irish Heart Foundation, the Merit Project and the national PCR Project, which may be forthcoming.

Resolution:

That Council approves that the Director be authorised to progress the expenditure of additional capital funding that may be forthcoming from the

Department, in consultation with the Chairman, and report to the next Council meeting.

Moved: John Duggan
Carried without dissent

Seconded: Julie Woods

2. Minutes

Resolution:

That the minutes of the Council meeting held on 1st September 2005 be agreed

Moved: John Duggan
Carried without dissent

Seconded: Pat Hanafin

3. EMT-A/Advanced Paramedic

The Director informed members that recent discussions with NATS/UCD to progress EMT-A matters were positive. Members discussed current issues and it was agreed the Director liaise with the HSE on operational deployment and integration matters.

Professor Gerry Bury formally praised and thanked the Eastern Region Ambulance Service and Dublin Fire Brigade for their outstanding hospitality in facilitating the internship for the candidates. He also expressed thanks to the Mid-Western and South Eastern Areas for their continuing support. The Chairman suggested that formal thanks be extended to all who assisted after the next meeting which is due to take place in Galway prior to the AAP Conference.

4. DFB/RCSI

Members noted correspondence from DFB/RCSI requesting approval to run a New Entrant Course and a Conversion Course. The Accreditation Committee has recommended Council approves the courses.

The recent site and paper audit visit to Dublin Fire Brigade was successful and the Accreditation Committee has recommended DFB/RCSI progress to full recognition as a training institution.

Resolutions:

(1) That Council recognise DFB/RCSI as a training institution.

(2) That Council approves the planned New Entrant and Conversion Courses to be run by DFB/RCSI.

Moved: Gerry Bury
Carried without dissent

Seconded: Julie Woods

5. Merit Report

The third Merit Report was distributed with the meeting papers. There was general consensus that the Merit Project was making excellent progress. Members discussed the GP/EMT attitude survey. The Chairman suggested it was a timely piece of research to inform HSE policy.

Pat Hanafin advised Council that the HSE Southern Area had given its approval for the Merit Project to engage the Dingle Peninsula.

6. Draft Standards

Additional supporting documents to assist the consultation process for the Draft Standards were circulated with the meeting papers.

7. CLEAR

Members noted a report on Barry O Sullivan's recent visit to the Council for Licensure, Enforcement and Regulation (CLEAR) in Phoenix Arizona and discussed the benefit for PHECC of benchmarking its activities against international standards, assessment and registration bodies.

8. Draft Annual Report

A draft of the Annual Report was circulated to Members for feedback. This will be refined and published in the coming weeks.

9. Director's Report

9.1 AAP Conference

There was general agreement for the Chairman's suggestion that a formal invitation by PHECC and the Chair of the AAP be extended to Professor Brendan Drumm, CEO of the HSE, Pat Mc Loughlin, Deputy CEO/National Director of National Hospitals Office and Frank Mc Clintock, Assistant National Director, Ambulance Service to the AAP Conference.

9.2 Irish Mountain Rescue

Members endorsed the response by the Director to correspondence from IMRA.

9.3 Health Research Board – Research Proposal

The outline of a proposal to the Health Research Board to evaluate key challenges to Ireland's ambulance services was circulated with the meeting papers. This proposal is being driven mainly by the Department of General Practice UCD with the support of Pat Mc Loughlin, HSE and PHECC. Prof. Bury

reminded members that this will be one project competing with a number of others for grants. Members offered support for the initiative and wished Prof. Bury well in the process.

10. A.O.B.

The next meeting will be held on the 11th November in the Clybaun Hotel in Galway.

Signed: _____
Mr. Paul Robinson
Chairman

Date: _____

Minutes of the Council meeting held on 1st September 2005 in the PHECC office in Naas, Co. Kildare.

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

Apologies: Mr. Pat Mc Creanor

In Attendance: Dr. Geoff King - Director
Mr. Barry O'Sullivan – Head of Corporate Services
Ms. Marian Spence – Council Secretariat

1. Chairman's Business

The Chairman congratulated Barry O Sullivan on being selected as the health sector candidate for consideration for the Leaders for Tomorrow Programme.

2. Minutes

Resolution:

That the minutes of the Council meeting held on 28th July 2005 be agreed.

Moved: John Duggan
Carried without dissent

Seconded: Macartan Hughes

3. EMT-A/Advanced Paramedic

Correspondence to the Department regarding application for a Group Authority Licence was circulated with the meeting papers, as well as correspondence from the Department advising that the Amendments to the Medicinal Products Regulations had been signed.

The Director advised that matters raised at the last Council meeting are being followed up on. It is important at this meeting for Council to formally approve the Register and the CPG-As on the agenda later.

4. Register/ Professionalisation

4.1 Rules

The draft policy of rules for the Register was discussed. Some minor wording changes were agreed (under "Re Registration": substitution of "may be" for "is", 2nd paragraph; insertion of "not" 3rd paragraph). The Director outlined two further resolutions to ensure the smooth enactment of the Register.

Resolutions:

(a) That Council approves the policy for the Register incorporating wording changes agreed at the meeting.

(b) That Council approves the 16 cohort 1 Advanced Paramedic trainees to join the Register as Interns in the Advanced Paramedic Division limited to (i) six months (ii) practice under supervision; subject to having completed assessments to date successfully according to agreed progression criteria.

(c) That Council approves Ian Rizzoli and Brian Bruno to join the Register as Tutors in the Advanced Paramedic Division limited to (i) 12 months and (ii) the supervision of Interns; subject to a satisfactory review of their qualifications and experience.

Moved: Gabriel Glynn
Carried without dissent

Seconded: Frank O Malley

4.2 ID Card

Members discussed the pros and cons of ID Cards for identification of pre-hospital emergency care practitioners and agreed in principle to the concept of this method of identification. One suggestion was that new uniforms could also incorporate pockets to hold this card. The Chairman suggested liaising with the HSE on any matter relating to a national uniform.

Barry O Sullivan informed members that the Register will go live from Monday 5th September.

5. National PCR Implementation

5.1 Minneapolis Visit

Information on the briefing session on the 17th August conducted by Aarron Reinhert, Project Manager, MNStar in Minneapolis on data collection systems was circulated with the meeting papers. There was general consensus that this was a valuable exchange of

information to inform future national development of data collection in Ireland and possible integration of the PHECC PCR and e-PCR system.

6. Merit Project

Members noted the 2nd report of the Merit Project and discussed the funding request for the HSE Mid-Western Area. There was general agreement to proceed with this request subject to the parameters as outlined in previous correspondence to Merit.

Prof. Bury advised that an additional funding request for the East Coast may be forthcoming. The Director outlined that any future allocations will be subject to funds being available and Council could not give any assurance at this time.

David Hall commented that the unit price of the AEDs was expensive; Gerry Bury advised members that all procurements will be subject to a competitive tendering process depending on the scale of the purchase.

Resolution:

That Council approve the funding request from the Merit Project as outlined in the meeting papers subject to qualification regarding the procurement process and pricing of the AEDs.

Moved: Frank O Malley
Carried without dissent

Seconded: Pat Hanafin

6.3 Correspondence – Dr. Fanning

Members discussed correspondence outlining a concept proposal for GP/Ambulance Service integration from Dr. Micheál Fanning in Dingle. It was considered the Dingle proposal was consistent with Merit objectives and the possibility should be explored of it being progressed as an extension of the Merit Project.

Resolution:

Council approves that Merit be approached to consider progressing the concept proposal from Dr. Micheál Fanning as part of the Merit Project subject to approval from the HSE Southern Area.

Moved: Pat Hanafin
Carried without dissent

Seconded: Martin Gallagher

7. AAP Conference

The Director spoke to members about the arrangements that had been agreed with the AAP regarding the conference. The date for the November Council meeting will be arranged to coincide with the conference.

Resolution:

Council approves funding of €15,000 in support of the AAP Conference in November 2005.

Moved: David Hall

Seconded: Gabriel Glynn

Carried without dissent

8. Draft Standards

A consultation draft of Standards was tabled at the meeting. The Director recommended that Members review thoroughly and detailed feedback is welcome. He informed members that the Cardiac First Responder Standard had been widely consulted on and minor amendments made; a draft instructor standard had been added; this standard had been recommended at the MAG meeting for Council to consider approving its implementation on a trial basis in the statutory ambulance services.

Resolution:

That Council approve the implementation of the Cardiac First Responder Standard on a trial basis in the statutory ambulance services.

Moved: John Duggan

Seconded: Pat Hanafin

Carried without dissent

9. CPGs/Clinical Handbook

9.1 CPG-As for approval

CPG-As approved by MAG on the 31st August to facilitate the EMT-As during their internship were tabled at the meeting; MAG has recommended them for Council approval. The Director informed members it is not planned to publish these until after the experience of their use in the internship can be taken into account. The approval by Council of the Register, and the CPGs completes the authority loop for the Medicinal Products Regulations.

Resolution:

That Council approves the CPG-As as recommended by the MAG.

Moved: John Duggan

Seconded: Pat Gaughan

Carried without dissent

10. Director's Report

The Director informed members that PHECC had hosted recent meetings with both the Department of Health & Children and the Chief Ambulance Officers as an update on PHECC initiatives.

The Director advised members that he had initiated discussions with the DoHC in regard to the need to increase the staffing allocation to the PHECC office. There has been no increase since establishment and programme development is proceeding while client services are rapidly increasing as a consequence of implementation of programmes

once developed e.g. NQEMT Examinations now for EMT & EMT-A Registration. Gabriel Glynn reinforced from his experience as Chair of the CWG that the office is working to capacity.

It is planned to formally engage the DoHC on this matter. The Chair suggested that an outline proposal and rationale should be brought to Council for formal consideration.

11. A.O.B.

11.1 Selection Process for EMT-A

John Duggan enquired about the system of selection for the 3rd cohort for the EMT-A Programme. The Chairman advised the Director to engage with the HSE to determine how this should be progressed.

11.2 Deployment of EMT-A

Gerry Bury enquired about planning and moreover, his concern regarding lack of planning for the deployment of EMT-A. The Chairman advised it would be appropriate for the Director to engage with the HSE on this matter as well as bringing to the attention of the HSE other operational issues raised in correspondence by Gerry Bury at the last Council meeting.

The next meeting will take place on the 13th October.

Signed _____
Mr Paul Robinson
Chairman

Minutes of the Council meeting held on 28th July 2005 in the PHECC office in Naas, Co. Kildare.

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. Pat Mc Creanor
Mr. Frank O'Malley
Ms. Julie Woods

Apologies: Prof. Gerard Bury
Mr. Martin Gallagher
Mr. Pat Gaughan

In Attendance: Dr. Geoff King - Director
Mr. Barry O'Sullivan – Head of Corporate Services
Ms. Marian Spence – Council Secretariat

1. Chairman's Business

The Chairman congratulated Julie Woods on her recent marriage and welcomed Sean Creamer back after his recent illness.

Members were formally advised that the Chairman, Pat Gaughan and Martin Gallagher, have vacated their previous positions within the HSE in accordance with the transition arrangements agreed with former CEOs of health boards. All three will remain in their Ministerial appointed posts on Council.

1.1. C&AG Report

The C&AG report was circulated with the meeting papers and members noted the content. The Chairman acknowledged the work of Barry O' Sullivan in this matter.

Resolution:

That Council note the C&AG Report on the PHECC financial statements for 2004.

Moved: Julie Woods
Carried without dissent

Seconded: Mick Garry

1.2 Date of Next Meeting

The Chairman's suggestion that the next meeting take place on the 1st September to facilitate sign-off of the rules for the Register was agreed. The October meeting will revert to the agreed second Thursday of each month.

2. Minutes

Resolution:

That the minutes of the Council meeting held on 5th May 2005 be agreed.

Moved: Pat Hanafin
Carried without dissent

Seconded: John Duggan

3. EMT- A/Advanced Paramedic

3.1 Resumption of Courses

Members noted the schedule of dates for the re-commencement of the EMT-A/Advanced Paramedic Programme.

3.2 Evaluation Report

The 1st Report on the EMT-A/Advanced Paramedic Programme by Prof. Paul Finucane was circulated with the meeting papers. The Chairman suggested that Prof. Finucane be invited to make a presentation on his next report to a Council meeting.

Concerns were highlighted about aspects of the Distance Learning component of the programme. The concerns were acknowledged by the NATS Director Macartan Hughes who informed members that the 3rd course will address the recommendations outlined in the Report. He reminded members that the taught element of the programme is likely to receive more favourable comments in the evaluation. Members acknowledged generally that the Report was well written and reflected the views of the candidates on the programme.

The Chairman suggested that constructive criticism was a welcome part of the process for quality. He reminded Members that the Report related to only part of the course. He informed all that it was prudent to have regular evaluation reports to highlight issues and facilitate development.

Resolution:

That the Director takes into account the NATS/UCD Report and progresses the implementation of the recommendations in the EMT-A/Advanced Paramedic Evaluation Report within the funding agreement for the developmental courses.

Moved: Mick Garry
Carried without dissent

Seconded: Julie Woods

3.3 DFB/RCSI Partnership

The correspondence from DFB/RCSI advising intent and seeking support to develop an EMT-A Programme was discussed. The Chairman advised that any Programme developed would have to be approved by the Accreditation Committee.

Resolution:

That DFB/RCSI is supported in principle to develop an EMT-A/Advanced Paramedic Programme subject to a formal proposal outlining timeframes and costs being submitted to Council.

Moved: Gabriel Glynn
Carried without dissent

Seconded: Julie Woods

3.4 Deployment: Prof. Bury's Correspondence

Members noted correspondence from Prof. Gerry Bury regarding deployment of EMT-A/Advanced Paramedics. The Chairman advised members that some of the issues raised were operational and outside PHECC's remit. He suggested that further discussion on the issues should be deferred until Professor Bury was present. In the meantime the Director should engage Professor Bury further on those issues within PHECC's remit.

4. Register/Professionalisation

Barry O' Sullivan gave a verbal report on his recent 'professionalisation tour' of the HSE Areas and DFB. He reported a generally positive response with some concerns expressed in particular about access to cardiac training, re-validation and re-certification and access to other training as part of Continuing Professional Development.

The Register will need to be in place early September to facilitate the Advanced Paramedic internship. The Advanced Paramedic Division of the Register will be the priority for the office for the next three months. It is anticipated the following

three months will concentrate on the Paramedic Division and a major recruitment drive.

4.1 Composition of Register Committees

A draft outline of possible composition of the membership of the Register Committees was tabled at the meeting. Members discussed the suggested options.

4.2 Fees for Register

Members also discussed the matter of fees for the PHECC Register. It was agreed the fee be fixed initially at €10 annually to be paid by the individual on the PHECC Register and subject to periodic review by Council.

Resolution:

(a) That the Membership of the Committees as per the paper attached to the minutes be agreed in principle.

(b) That a registration fee of €10 be charged to individuals joining the PHECC Register subject to periodic review by Council.

Moved: Frank O Malley
Carried without dissent

Seconded: David Hall

5. National PCR Implementation

The Director acknowledged the support of Gabriel Glynn in progressing matters on this project in the Western area. Samples of the Patient Care Report Guide were distributed at the meeting as well as the PCR Guide and CDs of the supporting video. Council Members were encouraged to attend the presentation by the data Project Manager from Minneapolis in August. There have been late changes to his travel plans and dates will be advised as soon as confirmed.

6. Merit Project

The 1st quarterly Merit Report was circulated with the meeting papers. The Director informed members that the 2nd report had been received and will be circulated for the next Council meeting.

Members discussed the correspondence regarding a funding request from Merit for the North-West Immediate Care Programme. The Director advised that the request is consistent with Merit objectives as agreed with Council. The Chairman reminded members that Merit are not totally funding the North-West initiative as there is equivalent funding being contributed through the NW HSE Area. There were general comments from members that the Merit Project is progressing well.

The Director advised that previous advice from Council on appropriate acknowledgement of PHECC and the DoHC on equipment purchased would occur and the Director would clarify PHECC's position on the National PCR and item 4.

Resolution:

That Council approve the funding request from the Merit Project as outlined in the meeting papers.

Moved: Mick Garry
Carried without dissent

Seconded: Frank O Malley

7. AAP Conference

The next AAP Conference is to take place in Galway on the 11/12th November. The Director suggested it was prudent for PHECC to offer support and sponsorship as part of the 'professionalisation' agenda and incorporate the Register and the PCR in the agenda of the conference. There was general agreement on the merit of Council becoming involved. It was thought that the AAP potentially could play an increasingly important and changing role in the professionalisation of the ambulance services and EMS in general. David Hall recommended that attendance should be encouraged by non AAP members also; Pat Hanafin agreed this would be done.

Resolution:

That Council supports in principle involvement and sponsorship by PHECC in the forthcoming AAP Conference subject to agreement between PHECC on the overall agenda of the programme.

Moved: David Hall
Carried without dissent

Seconded: Gabriel Glynn

8. CPG/Clinical Handbook

Members noted correspondence from the Irish Society for Immediate Care (ISIC) requesting funding to develop CPGs to facilitate their members working with EMTs. The Director advised that he understood ISIC was particularly interested in developing CPGs for Medical Practitioners in the first instance. The possible crossover with the Merit Project was noted in the ensuing discussion. Members agreed to support the proposal in principle subject to satisfactory clarification with ISIC regarding specifics, costs, timeframe, and that the process will involve the ICGP and Merit. Any CPGs would ultimately need to go through MAG and Council for formal approval.

Resolution:

That Council support in principle the ISIC proposal to develop CPGs applicable to their members.

Moved: Pat Hanafin
Carried without dissent

Seconded: Mick Garry

9. Study Visit to Queensland

A draft report written by Professor Paul Finucane was circulated with the meeting papers. This report offers a comparison between Irish Paramedic and Advanced Paramedic training with similar training in Australia and will contribute to the on-going evaluation of the Advanced Paramedic Programme. The Report was noted by Council.

10. Director's Report

10.1 Recognition Event

The Recognition Event was acknowledged by all who attended as an unqualified success.

The Chairman congratulated Ms. Sharon Gallagher on her recent First Class Honours Masters of Literature. The Director advised that Sharon would present to Council on her thesis at a future meeting; this was welcomed.

10.2 Other Matters

The Director reported that the Spatial Analysis reports for each HSE Area and nationally are nearing completion. The Task Force on Sudden Cardiac Death is finalising its Report. The Standards Project is progressing steadily. The Office has completed a review of the National Examination process and has commenced a review of the Assessment of Equivalence process.

It is intended to more fully brief Council on these initiatives at the next Council Meeting.

11. A.O.B.

11.1 Meeting Starting Time

Members requested that the start time for the meetings revert to the earlier time of 10.30. This was agreed.

11.2 HSE National Ambulance Office

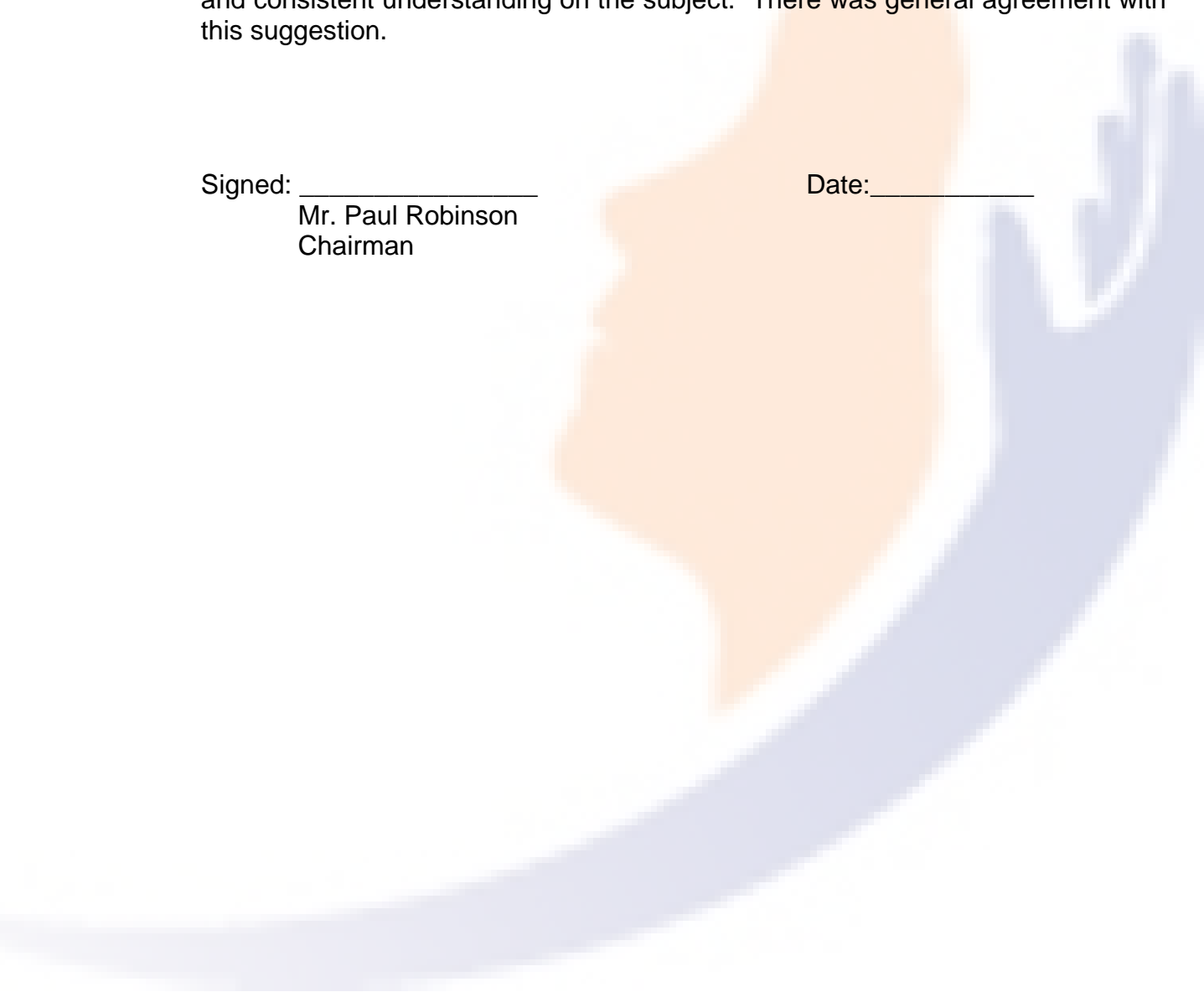
It was suggested that the Director arrange to meet with the new Assistant Director of the HSE National Ambulance Office when appointed at the earliest opportunity.

11.3 PHECC Newsletter

Gabriel Glynn suggested that it may be helpful to display posters of the recent PHECC Voice highlighting the Register in Ambulance Stations to facilitate wide and consistent understanding on the subject. There was general agreement with this suggestion.

Signed: _____
Mr. Paul Robinson
Chairman

Date: _____



Minutes of the Council meeting held on 5th May 2005 in the River Court Hotel Kilkenny.

Present: Mr. Paul Robinson – Chairman
Mr. Mark Doyle
Mr. John Duggan
Mr. Martin Gallagher
Mr. Gabriel Glynn
Mr. David Hall
Mr. Pat Hanafin
Mr. Frank O'Malley
Ms. Julie Woods

Apologies: Mr. Sean Creamer
Mr. Michael Garry
Mr. Pat Gaughan
Prof. Gerard Bury
Mr. Macartan Hughes
Mr. Pat Mc Creanor

In Attendance: Dr. Geoff King - Director
Mr. Barry O'Sullivan – Head of Corporate Services
Ms. Marian Spence – Council Secretariat

1. Chairman's Business

2. Minutes

Resolution:

That the minutes of the Council meeting held on 14th April 2005 be agreed.

Moved: Pat Hanafin
Carried without dissent

Seconded: John Duggan

3. Review of Internal Financial Controls

The Internal Audit Report for the 10 month period to end October 2004 was circulated with the meeting papers.

Resolution:

That Council adopt the Internal Audit Report.

Moved: David Hall
Carried without dissent

Seconded: Mark Doyle

4. EMT-A

Members were informed that the Amendments to the Medicinal Products Regulations are now in Brussels. This process is expected to be completed by the end of July. Thereafter the Amendments require to be signed by the Minister of Health & Children before becoming law in Ireland.

The Director advised that the Department has been briefed that there are cost implications in relation to the suspension of Course 1 and the deferment of Course 3. The Director sought Council's approval for some discretion to advance this matter to avoid any further potential delays.

Resolution:

That the Director in consultation with the Chairman may approve additional funding, not exceeding €25,000, be provided to NATS in affiliation with UCD, in relation to the suspension of Course 1 and the deferment of Course 3 of EMT-A training.

Moved: Gabriel Glynn
Carried without dissent

Seconded: Frank O'Malley

5. Register

A draft PHECC Voice newsletter comprehensively detailing the Register ("EMS Professionalisation") was tabled at the meeting. The Deputy Director, Barry O Sullivan informed members that it is proposed to follow up the circulation of the newsletter with visits to all HSE areas and DFB. It is also proposed to write to all candidates on the PHECC database and others employed as EMTs in statutory Ambulance Services for formal feedback. The Chairman suggested the National Partnership Forum may be able to advise further on broader circulation.

Members discussed the draft and some amendments were suggested and agreed. It was advised that all comments and suggestions were welcome prior to finalisation. Barry was congratulated on the layout of the newsletter.

6. Dataset, definitions and Glossary of Terms

A draft Dataset, definitions and Glossary of Terms was circulated with the meeting papers. The Chairman suggested it may be prudent to engage the HSE and in particular HeBE regarding this matter.

Resolutions:

That the Director engages with HeBE to progress Naming/ Numbering Conventions.

Moved: Pat Hanafin
Carried without dissent

Seconded: Julie Woods

That the Dataset, definitions & Glossary of Terms be approved subject to review after 12 months experience with implementation.

Moved: David Hall
Carried without dissent

Seconded: Gabriel Glynn

7. Proposed Study Visit to Australia

A paper was tabled in which the Director outlined a proposal to lead a delegation to Queensland Australia in June analogous to a study visit to Minneapolis in Minnesota last year. This study visit will focus on Pre-hospital Emergency Care/Ambulance Services. The Director advised that it is intended Prof. Paul Finucane accompany the delegation. It was agreed that the Directors of the two Training Institutions be invited also.

Resolution:

That Council approves a study visit to Queensland Australia in June with a delegation as outlined.

Moved: David Hall
Carried without dissent

Seconded: Julie Woods

8. Director's Report.

The Director tabled his report for the meeting.

8.1 Control Working Group

It was suggested that an update from Philip Lane be sought on the current review of Control Centres by HeBE.

The Director sought Council's advice on how to progress the drafting of a Standard for the training of Controllers. It was agreed an Expression of Interest to the services would be the best initial approach.

There was general support to progress the Clinical Control Guidelines.

8.2 Draft EMT-A Evaluation Report

The Director informed Members that a draft report produced by Prof. Paul Finucane was both detailed and insightful and will contribute positively to the EMT-A course developmental process. It has been presented to NATS and UCD and some early dialogue has occurred. The final report including the training institution response will be brought to Council.

9. A.O.B.

David Hall informed Members of the upcoming Ambex Conference which will take place on the 30th June/1st July. It was agreed that any members interested in attending should contact the Director in the first instance.

Moved: David Hall
Carried without dissent

Seconded: Pat Hanafin

Signed: _____
Mr. Paul Robinson
Chairman

Date: _____

**Minutes of the meeting held on 14th April 2005 in the office of the Council,
Abbey Moat House, Abbey Street, Naas, Co. Kildare**

Present: Mr. Paul Robinson – Chairman
Prof. Gerard Bury
Mr. Mark Doyle
Mr. John Duggan
Mr. Michael Garry
Mr. Pat Gaughan
Mr. Gabriel Glynn
Mr. David Hall
Mr. Pat Hanafin
Mr. Macartan Hughes
Mr. Pat Mc Creanor
Mr. Frank O'Malley
Ms. Julie Woods

Apologies: Mr. Sean Creamer
Mr. Martin Gallagher

In Attendance: Dr. Geoff King - Director
Mr Barry O'Sullivan
Ms Sharon Gallagher

1. Chairman's Business

1.1 Audit Committee

Resolution:

That the Charter of the Audit Committee be amended to be consistent with the statement on the system of internal financial control contained in the Financial Statements i.e. the Committee will (be appointed by and) report to Council.

Moved: Michael Garry
Carried without dissent

Seconded: Pat Gaughan

1.2 Launch of Annual Report

The internal launch of the annual report was discussed and is to proceed in Kilkenny in May, date to be finalised, along with the May Council meeting

2. Minutes

Resolution:

That the minutes of the Council meeting held on 10th March 2005 be agreed with the amendment that Mr. Pat McCreanor was present.

Moved: Frank O Malley **Seconded:** John Duggan
Carried without dissent

3. Financial Statements

Resolution:

That the Financial Statements for the period ending 31 December 2004 be adopted by Council subject to no material change by the C&AG.

Moved: Pat Hanafin **Seconded:** Pat McCreanor
Carried without dissent

Pat Hanafin agreed to co-sign the Financial Statements as Council Member.

4. Office Lease

Resolution:

That the signing of a new 5 year lease for the PHECC office as outlined be approved.

Moved: David Hall **Seconded:** Frank O'Malley
Carried without dissent

5. EMT-AP

The recent correspondence regarding delays in the implementation of the amendments to the Medicinal Products Regulations was discussed at length with members expressing serious concern at developments. Professor Bury emphasised the extensive and serious effect that this delay has caused the EMT-AP training programme and the participants. It was agreed the Chair would formally write to the Secretary General to inform him that the EMT-AP course has been suspended potentially resulting in increased costs, fragmented implementation and evaluation of the course, and detrimental effects to the course participants.

The Chair suggested that urgent communication is needed from PHECC regarding the current situation to the 1st cohort candidates, Chief Ambulance Officers and the Chief Officers of the HSE-Areas.

6. Register

Barry O’Sullivan gave a presentation on the PHECC register along the lines of which had been presented to the seminar held with SIPTU on the 13th April. Council members and the Director congratulated Mr O’Sullivan on his work regarding the draft Code of Professional Conduct and Ethics, the Fitness to Practice provisions, and the Registration process.

There was general consensus that the next step was to engage the EMTs on the ground. Mr O’Sullivan advised that a dedicated PHECC Newsletter on the subject and a detailed letter to EMTs followed by a visit to the HSE regions is planned as well as posting information on the website.

Prof Bury recommended a change to the wording on the draft document on page 2 of the document item 4.2.2 – bullet point 5, should read “high standard” instead of “highest standard”. The Chair reiterated that the document was a draft work in progress and that general and specific comments or suggestions are welcome.

7. Resus 2005

The letter requesting sponsorship for the “All Ireland Resuscitation Conference and Competition 2005” from Mr Mark Dixon was discussed.

Resolution:

That Council approves sponsorship to a maximum of €10,000.

Moved: David Hall
Carried without dissent

Seconded: Frank O’Malley

Director indicated that he would submit draft guidelines on applications for sponsorship for consideration at a future meeting

8. The Director’s report.

The Director briefly advised that issues regarding EMT-AP and the PHECC Register had been currently occupying the office’s time.

Signed: _____

Mr. Paul Robinson
Chairman

Date: _____

**Minutes of the meeting held on 10th March 2005 in the office of the Council,
Abbey Moat House, Abbey Street, Naas, Co. Kildare**

Present: Mr. Paul Robinson – Chairman
Mr. John Duggan
Mr. Gabriel Glynn
Mr. David Hall
Mr. Pat Hanafin
Mr. Macartan Hughes
Mr. Frank O'Malley

Apologies: Prof. Gerard Bury
Mr. Sean Creamer
Mr. Mark Doyle
Mr. Martin Gallagher
Mr. Michael Garry
Mr. Pat Gaughan
Mr. Pat Mc Creanor
Ms. Julie Woods

In Attendance: Dr. Geoff King - Director
Marian Spence – Council Secretariat

1. Chairman's Business

1.1 Committee Membership

Members noted changes to the membership of the Accreditation and Clinical Care Committees.

2. Minutes

That the minutes of the Council meeting held on 10th February 2005 be agreed.

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

3. Audit Committee

The Chairman advised that the Charter may need to be amended to reflect greater assurance to Council. The Director undertook to seek advice on this.

4. EMT-A/Advanced Paramedic

Correspondence related to the Clinical Indemnity Scheme for EMT-A/Advanced Paramedics during internship and for First Responders Schemes was circulated. It is envisaged that the latter will encourage linkage to the Health Area Ambulance Services.

5. Draft Standards – CPR/AED

Members were circulated the Cardiopulmonary Resuscitation (CPR) and Advisory External Defibrillator (AED) draft for the New Standards. The work for this project was done mainly by Dublin Fire Brigade and refined by Pauline Dempsey, Programme Development Officer in PHECC. This is the first time that an Irish Standard for CPR/AED training has been proposed. This document will be widely circulated in a consultative process to refine the draft.

6. Director's Report

6.1. Internal Launch of the Annual Report

At the Chairman's request an appropriate event is being considered to mark the launch of the PHECC Annual Report and recognise the efforts of both Council and staff throughout the year.

6.2 EMT-A/Advanced Paramedic Evaluation

The Director informed members that the initial quarterly evaluation report of the EMT-A/Advanced Paramedic Programme from Professor Paul Finucane is expected in April.

There was general discussion about aspects of the EMT-A programme. The Director advised that the evaluation by Prof. Finucane would be thorough and formative rather than summative. The Chairman concluded that the evaluation process is both vital and valuable to identify any issues that need refining.

One Member asked if there is any guidance for EMTs considering doing the EMT-A Course or preparing to do the EMT-A Course. It was thought that the

initial evaluation report may assist in this regard especially as it will be concentrating on the distance learning component in particular.

7. Spatial Analysis

A presentation was given by David Moore, Spatial Planning Solutions and Paul Smith from Active Solutions on current Spatial Analysis research in progress.

8. A.O.B.

Draft copies of the next edition of the PHECC Voice were tabled for information purposes.

Signed: _____

Mr. Paul Robinson
Chairman

Date: _____

Minutes of the meeting held on 10th February 2005 in the office of the Council, Abbey Moat House, Abbey Street, Naas, Co. Kildare

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

Apologies: Mr. Mark Doyle
Mr. Pat Gaughan

Present: Dr. Geoff King - Director
Mr. Barry O'Sullivan – Deputy Director
Ms. Sharon Gallagher – Support Officer

1. Chairman's Business

The Chairman advised that the formation of the Audit Committee will be an agenda item for the next meeting. The membership of Council Committees will be included in the meeting papers also.

2. Minutes

Resolution:

That the minutes of the Council meeting held on 13th January 2005 be agreed.

Moved: Frank O'Malley
Carried without dissent

Seconded: John Duggan

3. Finances

The revised Letter of Determination from the DoHC for 2005 was circulated with the meeting papers.

The Director briefed members on the draft Business Plan for 2005 which includes additional funding for the Immediate Care Integration Project and the National PRF Project. The draft Council Policy on Charging of Fees was also discussed.

Resolutions:

(1) That the Charging of Fees Policy be approved.

(2) That the Business Plan with the Schedule of Fees as an attachment be approved.

Moved: Pat Hanafin
Carried without dissent

Seconded: Michael Garry

4. Medicinal Products Regulations

The draft amendment to the Medicinal Products Regulations was included in the meeting papers and the Director informed members that the amendment is due to go to Brussels next week. At the expiration of the required period of 3 months the Minister for Health and Children will sign. It is expected that it will become law at the end of May to coincide with the completion of the first EMT-A/Advanced Paramedic Course.

5. Register

The Director informed members of the workshop which recently took place with SIPTU/IARC representatives and shop stewards to consult on the Register and on further implementation of the National PRF project. There was general acceptance of the framework presented, the need for a Code of Ethics, and the draft Fitness to Practice Guidelines. The CAOs and the first two cohorts of EMT-A/Advanced Paramedics will now be met with to get further guidance on work required to develop these. Following these consultations, broad engagement of stakeholders will occur.

It was emphasised by Prof Bury that some framework of ethical commitment in clinical practice needs to be in place before the EMT-A/Advanced Paramedics become operational.

The Director advised that the deadline is the end of May. The distinction between employment issues (i.e. disciplinary matters) and fitness to practice issues was emphasised by members, and how both issues are to be addressed and adhered to needs to be explored further.

Membership of the Fitness to Practice Committee was also discussed and the Director agreed to come back to Council regarding models/options for the above. The Chair requested members to forward recommendations/ideas on membership and/or the Fitness to Practice process to the Director as the smooth and efficient implementation of the Register including the Fitness to Practice Committee is vitally important to PHECC.

6. Building Capacity Project

The Director presented the Patient Care Report (PCR) and requested approval to support the implementation of the PCR in the following HSE regions: North Western Area, Western Area, Mid-Western Area, Southern Area, and Midlands Area in addition to Dublin Fire Brigade. Such a move would provide data collection capability by mid/late 2005. The other HSE regions – Eastern, South Eastern, and North Eastern – already have data collection capability.

Resolution:

That the Patient Care Report (PCR) as presented be approved for implementation in the following HSE regions – North Western Area, Western Area, Mid-Western Area, Southern Area and Midlands Area as well as Dublin Fire Brigade.

Moved: Pat McCreanor **Seconded:** Julie Woods
Carried without dissent

7. Task Force on Sudden Cardiac Death

The Director updated members on the works of the Task Force. The Director drew members attention in particular to Appendix 6 regarding the International evidence in support of rapidly deployable uniformed personnel as First Responders and International experience in identifying high risk facility types; the PHECC office is currently analysing this data further. The other appendix of particular importance was that regarding Clinical Indemnity for First Responders (appendix 12). The position taken by the Clinical Indemnity Scheme is welcome and delineation at First Responder Schemes under the control and supervision of a Health Area Ambulance Service would appear to be prudent.

8. Director's Report

8.1 Merit Project

The project aims of the Merit Project were included in the meeting papers and the Director highlighted the manner of acknowledgement of the PHECC and the DoHC support for the Project. The members suggested that the recognition of PHECC's funding should also be included by means of the PHECC logo on the AEDs/other equipment with appropriate wording e.g. "Purchased with funding from....."

8.2 Spatial Analysis Research

The suggestion by the Director to invite the Consultants on the third generation Spatial Analysis project to present to Council was welcomed.

9. A.O.B.

The Chair informed members that the suggestion for 999/112 signage on ambulances was also being looked at by HeBE.

Signed: _____
Mr. Paul Robinson
Chairman

Date: _____

Minutes of the meeting held on 13th January 2005 in the office of the Council, Abbey Moat House, Abbey Street, Naas, Co. Kildare

Present: Mr. Paul Robinson – Chairman
Mr. Sean Creamer
Mr. Mark Doyle
Mr. John Duggan
Mr. Martin Gallagher
Mr. Gabriel Glynn
Mr. David Hall
Mr. Pat Hanafin
Mr. Macartan Hughes
Mr. Pat Mc Creanor
Mr. Frank O'Malley
Ms. Julie Woods

Apologies: Prof. Gerard Bury
Mr. Michael Garry
Mr. Pat Gaughan

Present: Dr. Geoff King - Director
Mr. Barry O'Sullivan – Deputy Director
Marian Spence – Council Secretariat

1. Chairman's Business

The Chairman briefed members on the new Health Service Executive which became operational on the 1st January. The CEOs of the Health Boards will remain in executive roles for a 6 month transition period.

It was suggested that as a new livery is likely for ambulance vehicles incorporating the HSE logo, it may be an opportune time to suggest incorporating the 999/112 emergency numbers also on ambulance vehicles much like the Gardai confidential number on police vehicles. The Chairman suggested PHECC write to the Health Service Executive on this matter.

2. Minutes

Resolution:

That the minutes of the Council meeting held on 11th November 2004 be agreed with a amendment that Mr. Pat Mc Creanor was present at the meeting.

Moved: Macartan Hughes **Seconded:** Sean Creamer
Carried without dissent

3. Finances

Members noted the letter of determination re the funding allocation for 2005 and the additional funding for the Immediate Care Integration Project and the National PRF Project.

The Director informed members that a draft Service Plan will be prepared for the next meeting.

4. Council Workshop

The report on the Council Workshop was circulated with the meeting papers. The main items covered in the workshop were: review of progress against the Strategic Plan 2002-2005; the implications of the amended Statutory Instrument; the draft Standards; and the draft Data Set and definitions. The Director informed members that Council's strategic directions from the workshop are now being incorporated into works in progress.

It was agreed to include Continuing Professional Development on the list of standards which are of priority to support pre-hospital emergency care.

The Chairman congratulated all involved in the collation of the workshop discussions into a format of valuable concise outcomes.

5. EMT-A

The Director advised that the first draft of the amendment to the Medicinal Products Regulations has been received. This needs to be finalised and apparently has to sit in Brussels for three months before being signed into law here.

A workshop is planned with SIPTU/IARC representatives and shop stewards to consult on the Register and on further implementation of the National PRF project.

6. Director's Report

6.1 Merit Project

The Director attended the first Steering Committee meeting of the Medical Emergency Responders Integration & Training Project (MERIT) in Monaghan on

5th January. The project is actively engaging with the North West and will engage with both the Mid West and the East Coast Area forthwith.

6.2 Task Force on Sudden Cardiac Death

A survey document presented to one of the meetings “First Responder Type Programmes and the Use of AEDs in the Irish Health Boards” by Wendy Keena of the Southern Health Board was circulated to Members for information purposes. The Director envisages substantial material of relevance to Council can be expected from this Task Force. The Director will keep Council informed as appropriate.

6.3 Clinical Handbook

The implementation process for the CPGs/Clinical Handbook in the statutory service providers has commenced and private, voluntary and auxiliary service providers have been invited to apply for approval to use.

6.4 Draft Standards

The consultation process on the draft Standards will commence shortly.

7. A.O.B.

7.1 Article in Northern Standard Newspaper

The Director was commended for sending an informative and supportive response to a demeaning article which appeared in the Northern Standard newspaper.

7.2 EMT-A

Members enquired into the merits of a public acknowledgement of the graduation of candidates on the first EMT-A Programme. The Chairman agreed it would be appropriate to recognise this group in some manner. He suggested the Director liaise with NATS/UCD to progress this matter.

In response to a question on the deployment of the new EMT-A/Advanced Paramedics the Chairman suggested the Director liaise with HeBE initially on this matter.

7.3 Nurse Prescribing Project

A document was tabled at the meeting from An Bord Altranais/National Council for Professional Development of Nursing and Midwifery on “Exploration of the Need for Nurse/Midwife Prescribing”. This project is looking at Independent and Collaborative models of Nurse/Midwife Prescribing. Included also for information

purposes was draft a response from the Irish Society for Immediate Care with their permission.

It was agreed the Director draft a response from PHECC and e-mail this to Members for comments.

7.4 Cardiologist Vacancy on Council Membership

A member enquired regarding the current vacancy for a Cardiologist on Council. The Director informed members that this is being progressed.

7.5 Committees

Council Committee and Audit Committee membership will be finalised shortly.

7.6 Newsletter

The Director advised a newsletter is in draft and will be finalised by the next meeting.

That being all the meeting ended.

Signed: _____
Mr. Paul Robinson
Chairman

Date: _____