

# Strategic Plan 2006 –2009

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# **Strategic Plan**

**2006 –2009**

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This document evolved from the conclusions and recommendations of:  
**The Strategic Planning Workshop**  
25<sup>th</sup>/26<sup>th</sup> May 2006

**Council Functions Objectives:**

1. To ensure training institutions and course content in First Response and Emergency Medical Technology reflect contemporary best practice.
2. To ensure pre-hospital emergency care responders and practitioners achieve and maintain competency at the appropriate performance standard.
3. To sponsor and promote the implementation of best practice guidelines in pre-hospital emergency care.
4. To source, sponsor and promote relevant research to guide Council directions and the development of pre-hospital emergency care.
5. To recommend other pre-hospital emergency care standards as appropriate.



**MISSION**

The Pre-Hospital Emergency Care Council protects the public by specifying, promoting and monitoring standards of excellence for the delivery of quality pre-hospital emergency care for people in Ireland.



**Council Governance Objectives:**

1. To ensure that Council is governed in a best practice framework.
2. To ensure that Council, its functions and processes remain current and relevant to the development of contemporary pre-hospital emergency care.

**Administrative Support Objectives:**

1. To maintain appropriate administration and information systems to provide a professional level of support for Council functions.
2. To ensure a highly professional and efficient workforce.
3. To maintain an adequate level of funding to meet current and future requirements.

**VISION**

That people in Ireland receive the best possible pre-hospital emergency care.

## Council Functions

## Objective 1

***To ensure training institutions and course content in First Response and Emergency Medical Technology reflect contemporary best practice.***

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### Strategies

1. Publish Standards for the education and training in First Response and Emergency Medical Technology at the levels of:
  - Cardiac First Responder
  - Emergency First Responder
  - Emergency Medical Technician
  - Paramedic
  - Advanced Paramedic.
2. Publish Standards for the education and training of Controllers.
3. Implement a rigorous accreditation process for the recognition of instructors / tutors and training institutions, and the approval of course content in relation to the new Standards.
4. Align the Standards as appropriate to incorporate the Occupational First Aid Certificate, a Standard auspiced by the Health and Safety Authority (HSA), in the training continuum.
5. Align the Standards as appropriate to the National Framework of Qualifications of the National Qualifications Authority of Ireland (NQAI).
6. Ensure congruence with EU Directives and position Council to become a designated Competent Authority.
7. Pursue recognition of the National Examination and the National Qualification in Emergency Medical Technology in other jurisdictions at the levels of:
  - Emergency Medical Technician
  - Paramedic
  - Advanced Paramedic.
8. Promote the development of innovative approaches to education and training in First Response and Emergency Medical Technology.

## Council Functions

## Objective 2

***To ensure pre-hospital emergency care responders and practitioners achieve and maintain competency at the appropriate performance standard.***

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### Strategies

1. Develop and implement National Examinations at the levels of:
  - Cardiac First Responder
  - Emergency First Responder
  - Emergency Medical Technician
  - Paramedic
  - Advanced Paramedic.
  
2. Develop and implement a process for recognition of qualifications obtained inside and outside the State at the levels of :
  - Emergency Medical Technician
  - Paramedic
  - Advanced Paramedic.
  
3. Implement the Register of Pre-Hospital Emergency Care Practitioners at the levels of:
  - Emergency Medical Technician
  - Paramedic
  - Advanced Paramedic.
  
4. Develop and implement a Fitness to Practice Committee to support the Register.
  
5. Develop and implement a Continuing Professional Development framework to support the Register
  
6. Develop and implement cross border working arrangements in consultation with the HSE and Northern Ireland Ambulance Service.
  
7. Explore the feasibility and merit of awarding a National Qualification in Emergency Medical Technology to medical practitioners.

## Council Functions

## Objective 3

***To sponsor and promote the implementation of best practice guidelines in pre-hospital emergency care.***

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### Strategies

1. Develop and implement Clinical Practice Guidelines (CPGs) to support practice at the levels of:
  - Cardiac First Responder
  - Occupational First Aider
  - Emergency First Responder
  - Emergency Medical Technician
  - Paramedic
  - Advanced Paramedic
  - Medical Practitioners.
2. Incorporate “treat and referral” and “treat and discharge” in the CPGs as appropriate.
3. Incorporate equipment recommendations in the CPGs as appropriate.
4. Refine and develop the approval process for the implementation of CPGs by pre-hospital emergency care providers.
5. Periodically review the regulations and schedules that apply to the administration of medications and recommend amendments as required to authorise appropriate administration by members of the PHECC Register.
6. Develop and implement pre-arrival advice guidelines for the use of Ambulance Services, Afterhours General Practitioner Co-operatives and other agencies as appropriate.
7. Investigate the merits of priority despatch systems and make generic recommendations on their implementation.
8. Contribute to the development and implementation of best practice First Responder and Public Access Defibrillation models in keeping with the ‘Chain of Survival’.
9. Develop capability bypass protocols in certain specialist care areas of pre-hospital emergency care.

## **Council Functions**

## **Objective 4**

***To source, sponsor and promote relevant research to guide Council directions and the development of pre-hospital emergency care.***

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### **Strategies**

1. Develop and implement a research framework for pre-hospital emergency care in Ireland.

## Council Functions

## Objective 5

***To recommend other pre-hospital emergency care standards as appropriate.***

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### Strategies

1. Develop and implement the Patient Care Report (PCR), electronic PCR and pre-hospital emergency care information system nationally.
2. Develop and implement an Out-of-Hospital Cardiac Arrest (OHCA) Register.
3. Develop response time standards that incorporate time and clinical need parameters, appropriate to Ireland.
4. Develop a Clinical Audit framework for implementation by pre-hospital emergency care practitioners and providers
5. Develop and implement a Standard for an “Emergency Ambulance” incorporating the skill levels of the crew.
6. Develop and implement a Standard for Driving Training.



## **Council Governance**

## **Objective 1**

***To ensure that Council is governed in a best practice framework.***

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### **Strategies**

1. Comply as appropriate with the Code of Practice for Governance of State Bodies and other guidelines as issued by the Department of Finance (DoF), Department of Health and Children (DoHC) and other relevant bodies.
2. Consolidate the role of the Audit Committee and incorporate a Risk Management approach

## Council Governance

## Objective 2

***To ensure that Council, its functions and processes remain relevant to the development of contemporary pre-hospital emergency care.***

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### Strategies

1. Periodically review the Statutory Instrument and make recommendations every three years and when the need or opportunity arises.
2. Explore the feasibility of seeking primary legislation in the medium term.
3. Review the membership of Council on an ongoing basis and make recommendations as appropriate in regard to the medium and longer term.
4. Review the membership and terms of reference of Council's Committees and Working Groups.
5. Develop and maintain a strategic and effective working relationship with the Department of Health and Children
6. Develop and maintain a strategic and effective working relationship with the HSE and the HSE Ambulance Service.
7. Develop and maintain strategic and effective working relationships with voluntary, auxiliary and community organisations relevant to pre-hospital emergency care.
8. Develop and implement communications and consultation strategies with key partners within the health industry and broader community.
9. Develop and implement a communications strategy to inform the public on matters relating to the functions of Council.

# Administrative Support

# Objective 1

***To maintain appropriate administration and information systems to provide a professional level of support for Council functions.***

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## **Strategies**

1. To implement a Quality Management system to ISO accreditation standard so as to ensure continuous quality improvement in all areas of Council support.
2. Exploit appropriate information and communication technology to maximise benefit in support of Council functions.
3. Promote an appropriate environment within the PHECC office, which fully exploits the intellectual capital of the staff within the organisation.
4. Devolve appropriate authorities and responsibilities to staff at all levels within the office consistent with clearly defined guidelines and delegations.
5. Develop partnerships with key agencies to facilitate smarter working in the implementation of Council functions.

## **Administrative Support**

## **Objective 2**

***To ensure a highly professional and efficient workforce.***

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### **Strategies**

1. Ensure staffing levels and skills base meet current and developing office requirements.
2. Implement effective Human Resource Management strategies (recruitment, orientation, performance appraisal, exit interviews etc) to meet statutory and personnel requirements.
3. Provide staff development and training opportunities to meet current and future job requirements of all staff.
4. Develop internal communications and maintain a productive work environment that enables employees to maximise their contribution to and satisfaction from their role in the organisation.

## **Administrative Support**

## **Objective 3**

***To maintain an adequate level of funding to meet current and future requirements.***

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### **Strategies**

1. Develop and maintain a strategic and effective working relationship with the Department of Health and Children (DoHC).
2. Progressively introduce charging of fees for services provided to individuals and institutions, where appropriate.
3. Explore opportunities for obtaining funds for specific purposes from other sources.