

Pre-Hospital
Emergency Care
Council



2007

Pre-Hospital Emergency Care Council

Annual Report

ANNUAL REPORT 2007

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Pre-Hospital Emergency Care Council,

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INTRODUCTION

Introduction

The Pre-Hospital Emergency Care Council (PHECC) is an independent statutory agency charged with responsibility for standards, education and training in the field of pre-hospital emergency care in Ireland.

The Council was established as a body corporate by the Minister for Health and Children by *Statutory Instrument Number 109 of 2000* (Establishment Order) which was amended by *Statutory Instrument Number 575 of 2004* (Amendment Order). These Orders were made under the Health (*Corporate Bodies*) Act, 1961 as amended and brought under primary legislation with the Health (*Miscellaneous Provisions*) Act 2007.

PHECC replaced the National Ambulance Advisory Council (NAAC), which was established by the Minister for Health in May 1998.

MISSION STATEMENT

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

STRATEGIC PLAN 2006-2009

The Strategic Plan links the Mission Statement to Council functions, governance and administrative support objectives. The specific strategies associated with each individual objective are detailed. The Strategic Plan gives clear direction and focus.

The main functions of the Council are:

- To ensure Training Institutions and course content in Emergency Medical Technology reflect contemporary best practice.
- To ensure pre-hospital emergency care providers achieve and maintain competency at the appropriate performance standard.
- To prepare clinical practice guidelines for pre-hospital emergency care.
- To source and sponsor relevant research to guide Council directions and the development of pre-hospital care.
- To prepare standards of operation for pre-hospital emergency care providers to support best practice.
- To establish and maintain a register of pre-hospital emergency care practitioners.
- To recognise those pre-hospital emergency care providers which undertake to implement the clinical practice guidelines.

CHAIRMAN'S STATEMENT

Chairman's Statement

It is with great pleasure that I introduce Council's Annual Report for the year ending 31st December 2007, the eighth since its establishment in 2000.

During 2007, the Director and Staff of Council have worked actively with the Department of Health and Children, with the National Ambulance Service and with other relevant groups and organisations, in a partnership approach, to the development and enhancement of Pre-Hospital Emergency Care.



Mr. Paul Robinson, Chairman

Council continues to be guided by its Strategic Plan 2006-2009. The Audit Committee supports and advises Council on internal control including corporate governance and audit matters. In 2007 the Audit Committee oversaw the implementation of a risk management approach.

Sentinel achievements in 2007 include:

- the continued roll-out of the PHECC register and extension to auxiliary and private organisations; there were 2217 Registrants, 98 Advanced Paramedics, 1947 Paramedics and 172 EMTs at the end of 2007. The buy-in by practitioners, unions and management alike has been overwhelming.
- the establishment of the Critical Incident Stress Management Research Project, in association with the HSE, the National Partnership Forum and NUI Maynooth.
- the implementation of the PHECC Standards that ascribe training and education requirements in 6 levels across the broad range of responders (Cardiac First Response, Occupational First Aid, Emergency First Response) and registered pre-hospital emergency care practitioners (Emergency Medical Technician, Paramedic, Advanced Paramedic).

My appreciation goes out to the members of Council and the various Committees whose commitment and enthusiasm continue to realise the PHECC vision. I would like, on behalf of Council, to thank the Director, Dr Geoff King, the Registrar, Mr Barry O'Sullivan, and all the PHECC team for their hard work and commitment, which has been, and remains, crucial to the progress being made.

Sadly, one Council member died in early 2007 following a short illness and it is important to mark the active and valued contribution Martin Gallagher made to both Council and the Audit Committee.

On behalf of Council, I would like to extend our appreciation to the Department of Health and Children for their continued support and funding, and in particular for the approval for additional staff (2) in 2007. Council is conscious of the tremendous increase in the workload in recent years.

I am conscious that this is the last Annual Report of my Chairmanship having served 2 full terms of 4 years each by mid-2008. It has been a privilege for me to have been appointed and to have worked with so many committed people over the 8 years.

As part of its commitment to best practice in governance, Council will be reflecting on the achievements and challenges of PHECC's first 8 years in early 2008. I have also initiated a review of Council Committee and Working Group roles and membership. Through these means, Council hopes to ensure continuance of governance and a smooth transition to the incoming Council.

COUNCIL MEMBERSHIP

Council Membership

Membership of the Council on the 31st December 2007

Summary of membership changes in 2007: Mr. Martin Gallagher was deceased during his term of membership.

Membership at 31st December, 2007:**Chairman**

Mr. Paul Robinson
Healthcare Management
Consultant

**Vice-Chairman**

Prof. Gerard Bury
Professor of General Practice,
UCD

**Chair**

Clinical Care Committee
Mr. Sean Creamer
Advanced Paramedic,
HSE Eastern Region
Ambulance Service

**Chair**

Medical Advisory Group
Mr. Mark Doyle
Consultant Emergency Medicine,
HSE South Eastern Area

**Chair**

Accreditation Committee
Ms. Julie Woods
Registered Nurse

**Chair**

Control Working Group
Mr. Gabriel Glynn
Paramedic, HSE Western Area



Mr. John Duggan
Paramedic,
HSE Southern Area



Mr. Pat Gaughan
Healthcare Management Consultant



Mr. David Hall
Company Director,
Private Ambulance Service



Mr. Pat Hanafin
Paramedic,
HSE Southern Area



Mr. Frank O'Malley
Paramedic,
HSE Mid Western Area



Mr. Michael Garry
District Officer,
Dublin Fire Brigade



Mr. Macartan Hughes
Director,
National Ambulance Service College



Mr. Pat McCreanor
Chief Ambulance Officer,
HSE Eastern Region Ambulance Service

COUNCIL COMMITTEES

Council Committees

Council is assisted and advised in fulfilling its statutory functions by its Standing Committees and Working Groups.

Clinical Care Committee

Terms of reference: To consider and advise on operational aspects of clinical care matters for/under consideration by the Medical Advisory Group (MAG), the Accreditation Committee and Council.

Summary of membership changes in 2007: A vacancy arose during 2007 due to the departure of Philip Lane, HSE Project Management Unit.

Membership at 31st December, 2007:

Mr Sean Creamer
Mr Paul Robinson
Prof Gerard Bury
Mr Mark Doyle
Ms Julie Woods
Mr Pat Hanafin
Mr John Duggan
Mr David Hall
Mr Pat Gaughan
Mr David Sherwin
Mr Pat Grant

Chair

Chair of Council
Vice-Chair of Council
Chair Medical Advisory Group
Chair Accreditation Committee
Public Sector Paramedic
Public Sector Paramedic
Consumers Representative
Council Member
Dublin Fire Brigade
HSE National Ambulance Service

Accreditation Committee

Terms of reference: To make recommendations to Council in relation to recognition of Training Institutions for education and training in Emergency Medical Technology.

Summary of membership changes in 2007: No change during 2007.

Membership at 31st December, 2007:

Ms Julie Woods
Mr Paul Robinson
Prof Gerard Bury
Mr Sean Creamer
Mr Mark Doyle
Mr Gabriel Glynn
Mr Frank O'Malley
Mr David Hall
Ms Ursula Byrne
Mr Macartan Hughes
Mr Michael Garry
Prof Paul Finucane
Dr David McManus
Mr Stephen McMahan

Chair

Chair of Council
Vice-Chair of Council
Chair Clinical Care Committee
Chair Medical Advisory Group
Public Sector Paramedic
Public Sector Paramedic
Consumers Representative
Education and Training, Nursing
National Ambulance Service College
Dublin Fire Brigade Training Institution
Education and Training, Medical
Northern Ireland Ambulance Service
Irish Patients Association

Examination Quality Committee

Terms of reference: To quality assure the NQEMT Examination and make recommendations to the appropriate Committee(s).

Summary of membership changes in 2007: Mr. Martin Gallagher was deceased during his term of membership and was replaced by Mr Pat Gaughan (February 2007). Dr Mags Bourke, NASC Medical Advisor/Anaesthetist resigned her position and was replaced by Prof. Gerard Bury.

COUNCIL COMMITTEES

Council Committees

Membership at 31st December, 2007:

Dr Geoff King	Staff member of PHECC
Ms Pauline Dempsey	Staff member of PHECC
Mr Brian Power	Staff member of PHECC
Mr Ricky Ellis	Staff member of PHECC (Dec)
Mr Sean Creamer	HSE Eastern Region Ambulance Service
Mr David Sherwin	RCSI (April)
Mr Mark Wilson	DFB/RCSI (April)
Prof Gerard Bury	NASC/UCD (Dec)
Mr Shane Knox	NASC/UCD

Appeals Committee

Terms of reference: To consider appeals made to the Director on the same day as the examination (practical) and within four weeks of the examination result being made available (theory). A member must not be a member of the Quality Committee for the said examination.

Summary of membership changes in 2007: No change during 2007.

Membership at 31st December, 2007:

Prof Paul Finucane	Chair
Mr David Hall	Non-examiner Council Member
Mr John Duggan	Non-examiner Council Member
Mr Frank O'Malley	Non-examiner Council Member
Mr Gabriel Glynn	Non-examiner Council Member

Audit Committee**Terms of reference:**

- To examine the adequacy of the nature, extent, and effectiveness of the accounting and internal control systems.
- To complement, enhance and support the internal audit function.

Summary of membership changes in 2007: Mr Martin Gallagher was deceased during his term of membership and was replaced by Mr Pat Gaughan.

Membership at 31st December, 2007:

Mr Con Foley	Chair
Mr Seoirse Ó hAodha	Finance specialist
Mr David Hall	Member of Council
Mr Pat Gaughan	Member of Council
Ms Pauline Dempsey	Staff member of PHECC

COUNCIL COMMITTEES

Council Committees

Medical Advisory Group

Terms of reference: To consider medical matters as referred to it by Council, the Clinical Care or Accreditation Committees or the PHECC office and to report to Council through the Clinical Care Committee.

Summary of membership changes in 2007: Dr Mags Bourke, NASC Medical Advisor/Anaesthetist resigned her position in May 2007 and was replaced by David Janes.

Membership at 31st December, 2007:**1. Medical Advisor – Ambulance Service (generic)**

Mr Mark Doyle	Chair
Mr Stephen Cusack	HSE Southern Area, Medical Advisor
Mr Connor Egleston	HSE North Eastern Area, Medical Advisor
Mr John O'Donnell	HSE Western Area, Medical Advisor
Mr Cathal O' Donnell	HSE Mid Western Area, Medical Advisor
Mr Richard Lynch	HSE Midland Area, Medical Advisor
Mr Fergal Hickey	HSE North West, Medical Advisor
Mr Geoff Keye	HSE Eastern Region, Medical Advisor
Mr Peter O'Connor	Dublin Fire Brigade, Medical Advisor

2. Training and Development Officer – Ambulance Service (generic)

Mr Danny O'Regan	HSE Southern Area, T&D Officer
Mr John Burton	HSE Mid Western Area, T&D Officer
Mr Brendan Whelan	HSE Midland Area, T&D Officer (Acting)
Mr Declan Lonergan	HSE South Eastern Area, T&D Officer
Mr Lawrence Kenna	HSE Eastern Region, T&D Officer
Mr Fergus McCarron	HSE North Western Area, T&D Officer
Mr Michael Seaman	HSE North Eastern Area, T&D Officer
Mr Vincent O'Connor	HSE Western Area, T&D Officer

3. Training Institutions accredited by PHECC (generic)

Mr Macartan Hughes	National Ambulance Service College, Director
Mr Martin O' Reilly	Dublin Fire Brigade, Station Officer

4. Two representatives from Northern Ireland Ambulance Service analogous to (1) & (2)

Mr Brian McNeill	Northern Ireland Ambulance Service, Operations Director
Dr David McManus	Northern Ireland Ambulance Service, Medical Director

5. The Chairs of both the Clinical Care and Accreditation Committees (generic)

Mr Sean Creamer	Chair of Clinical Care Committee
Ms Julie Woods	Chair of Accreditation Committee

6. The Chair and Vice-Chair of Council (generic)

Mr Paul Robinson	Chair of Council
Prof Gerard Bury	Vice Chair of Council

7. One each of Emergency Medicine Physician, General Practitioner, Paediatrician (currently an individual appointment), Anaesthetist, and Registered Nurse where not already a member by way of (1) to (7).

COUNCIL COMMITTEES

Council Committees

Control Working Group

Terms of reference: To recommend to Council on the following:

- Determine the merit in proposing the awarding of National Qualification in Emergency Medical Technology (Controller)
- Identify the essential components of initial training and Continuing Professional Development (that need to be accommodated in drafting curricula)
- Identify other issues in relation to Control that require definition and development and that are within the PHECC's remit and recommend to Council how they might best be progressed.

Summary of membership changes in 2007: No change during 2007.

Membership at 31st December, 2007:

Mr Gabriel Glynn	Chair
Prof Gerry Bury	Professor of General Practice
Mr Sean Creamer	Chair, Clinical Care Committee
Mr Brendan Crowley	Controller, HSE Southern area
Mr Pat McCreanor	Chief Ambulance Officer, HSE Eastern Region
Mr William Merriman	Controller, HSE Eastern Region
Mr John Moody	Sub-Officer/Controller, Dublin Fire Brigade
Mr Hugh O'Neill	Chief Fire Officer, Dublin Fire Brigade
Mr Gabe McClean	Northern Ireland Ambulance Service
Mr Joe Smith	Communications Officer, HSE North Eastern Area
Mr Shane Knox	Training and Development Instructor, NASC

DIRECTOR'S STATEMENT

Director's Statement

In this Annual Report we update our progress and anticipate the challenges for the coming year.



Dr. Geoff King, Director

I would like to acknowledge the Chair and all Council members for their efforts and their commitment throughout the last year. In conjunction with the dedicated work of the PHECC team a lot has been achieved in 2007:

- PHECC continues to conduct national examinations for Paramedics (the 17th in September) and Advanced Paramedics (the 7th in progress) and during 2007 these have been successfully completed by 108 Paramedics and 38 Advanced Paramedics
- the first Advanced Paramedics in Ireland graduated in 2005 and we now have 98 in number nationally
- statutory service providers are being joined by auxiliary, voluntary and private organisations in becoming recognised by PHECC as training institutions for the delivery of PHECC-approved courses
- the Health and Safety Authority (HSA) has incorporated the PHECC Cardiac First Response (CFR) Standard in the requirements for Occupational First Aid (OFA) Certification
- nine (9) Clinical Practice Guidelines have been published to support the CFR Standard
- the National electronic Patient Care Report (ePCR) is now being implemented in the HSE NE Area
- the national project, Medical Emergency Responders Integration & Training (MERIT) has been rolled out by University College Dublin (UCD) to facilitate appropriate roles for General Practitioners in pre-hospital care, in collaboration with Ambulance Services, and is now active in 7 of 10 HSE areas
- PHECC has continued with its programme of spatial analysis research to guide optimal deployment of ambulances, Advanced Paramedics and Responders
- a Continuing Professional Development (CPD) working group is developing a framework for CPD under the direction of the Clinical Care Committee
- continued engagement occurs with the private, voluntary and auxiliary sectors involved in pre-hospital care
- the PHECC View poster and publication, are helping to explain the role, functions and initiatives of PHECC to the wider community.

PHECC participated in the Task Force on Sudden Cardiac Death and its report continues to be pivotal in guiding PHECC's work programmes.

I wish in this Annual Report to pay particular tribute to the Chairman of PHECC, Mr Paul Robinson, for the leadership he has shown from PHECC's inception in 2000. In this he has been supported by the energy and expertise of the Vice-Chair, the Chairs of Committees and Working Groups and all Members of Council. Through Paul's leadership, and the extraordinary support he has received, major steps have been made to protect the public by advancing pre-hospital care in Ireland.

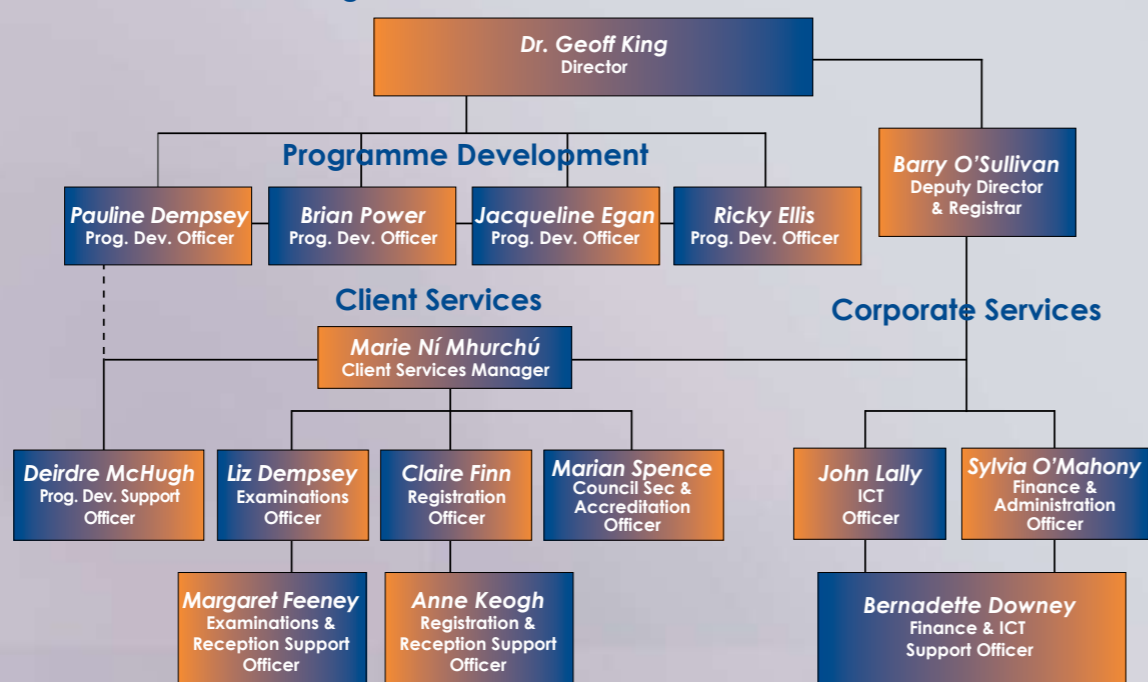
I, the Registrar Barry O'Sullivan and the PHECC team look forward to supporting the new Council in continuing the good work.

PHECC TEAM

PHECC Team

Director	Dr. Geoff King
Deputy Director & Registrar	Barry O'Sullivan
Programme Development Officers	Pauline Dempsey Brian Power Jacqueline Egan Ricky Ellis
Assistant to the Director/ Council Secretary	Marian Spence/Patricia Leng
Client Services Support Staff	Marie Ní Mhurchú Liz Dempsey Claire Finn Deirdre McHugh/Sharon Gallagher Margaret Feeney Anne Keogh Jill Mason
Corporate Services Support Staff	Sylvia O'Mahony John Lally Bernadette Downey

Organisation Structure, December 2007



FINANCIAL STATEMENTS

FOR



Pre-Hospital Emergency Care Council

2007

Annual Report

YEAR ENDED 31 DECEMBER, 2007

FINANCIAL STATEMENTS

Year ended 31 December, 2007

Composition of the Council and Other Information**Council Members**

Mr. Paul Robinson, Chairman	Mr. John Duggan
Prof Gerard Bury, Vice-Chairman	Mr. Mark Doyle
Mr. Sean Creamer	Mr. Michael Garry
Mr. Gabriel Glynn	Mr. Pat Gaughan
Mr. Pat Hanafin	Mr. David Hall
Mr. Macartan Hughes	Mr. Pat McCreanor
Mr. Frank O'Malley	Ms. Julie Woods

Director

Dr. Geoff King

Bankers

AIB
Main St
Naas
Co Kildare

Business Address

Abbey Moat House
Abbey Street
Naas
Co Kildare

Auditor

Comptroller and Auditor General
Dublin Castle
Dublin 2

FINANCIAL STATEMENTS

Year ended 31 December, 2007

Statement of Council Members' Responsibilities

The Council is required by the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Council and of its income and expenditure for that period.

In preparing those financial statements, the Council is required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- comply with applicable Accounting Standards, subject to any material departures disclosed and explained in the Financial Statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Pre-Hospital Emergency Care Council will continue in operation.

The Council is responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Pre-Hospital Emergency Care Council and enable it to ensure that the financial statements comply with the Order. It is also responsible for safeguarding the assets of the Pre-Hospital Emergency Care Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Council

Chairman

Council Member

STATEMENT ON THE SYSTEM OF INTERNAL FINANCIAL CONTROL
Year ended 31 December, 2007**Responsibility for the System of Internal Financial Control**

On behalf of the Pre-Hospital Emergency Care Council (PHECC), we acknowledge our responsibility for ensuring that an effective system of internal financial control is maintained and operated.

PHECC, through the Director, is responsible for monitoring the system of internal control and providing assurances to the Council.

A system of internal control is designed to reduce, rather than eliminate, risk. Such a system can provide only a reasonable and not an absolute assurance that assets are safeguarded, transactions authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely manner.

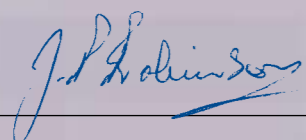
Key Control Procedures

The following is a description of the key processes, which have been put in place by the PHECC to provide effective internal financial control:

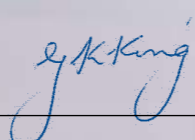
- I. PHECC has an established organisational structure with clearly defined lines of accountability, responsibility and reporting;
- II. The system of internal financial control in PHECC is documented in Quality Management System (QMS) process maps;
- III. PHECC has established procedures around segregation of duties and the authorisation of expenditure;
- IV. TAS and SAGE Financial System are operated by PHECC to facilitate financial accounting practice and provide detailed audit trails on all transactions;
- V. Monthly expenditure and activity is monitored against the business plan. Reports are presented to the Director for consideration and appropriate action;
- VI. A monthly financial position report for the Department of Health and Children is prepared and submitted to the Department;
- VII. An Audit Committee is in place and met three times during the year. This committee reported to the Council on 13th of December 2007;
- VIII. The monitoring and review of the effectiveness of the system of internal control is informed by the report of the Audit Committee, the work of the Internal Auditor, the Executive Managers in our Council who have responsibility for the development and maintenance of the financial control framework, and the recommendations made by the Comptroller and Auditor General in the course of audit or in his management letters;
- IX. Council Members are kept apprised of financial, control and general corporate governance matters via Council meetings which are conducted at regular intervals.

A formal review of the effectiveness of the system of internal control was carried out by an external firm of Accountants during 2007; this practice was reviewed and approved by the Audit Committee and Council.

I confirm that the Council has carried out a formal review of the effectiveness of the system of internal financial controls for 2007.



Chairman



Director

FINANCIAL STATEMENTS
Year ended 31 December, 2007**Introduction**

The Pre-Hospital Emergency Care Council was established by the Minister for Health and Children under the Statutory Instrument No. 109 of 2000, the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 and amended by Statutory Instrument No. 575 of 2004 (Amendment) Order 2004.

The main functions of the Council are:

- (a) To ensure Training Institutions and course content in Emergency Medical Technology reflect contemporary best practice.
- (b) To ensure pre-hospital emergency care providers achieve and maintain competency at the appropriate performance standard.
- (c) To prepare clinical practice guidelines for pre-hospital emergency care.
- (d) To source and sponsor relevant research to guide Council directions and the development of pre-hospital care.
- (e) To prepare standards of operation for pre-hospital emergency care providers to support best practice.
- (f) To establish and maintain a register of pre-hospital emergency care practitioners.
- (g) To recognise those pre-hospital emergency care providers which undertake to implement the clinical practice guidelines.

FINANCIAL STATEMENTS

Year ended 31 December, 2007

Statement of Accounting Policies**(1) Accounting Convention**

The financial statements are prepared on the accruals basis under the historical cost convention in accordance with generally accepted accounting principles, except as indicated below.

(2) Income and Expenditure

The non-capital allocation from the Department of Health and Children is dealt with through the Revenue Income and Expenditure Account. Any part of this allocation applied for capital purposes and resulting in fixed asset additions is transferred to the Capital Fund Account.

Where part of the non-capital allocation is used to fund projects, which also receive capital allocations, the non-capital funding part is taken to the Capital Income and Expenditure Account.

Capital allocations from the Department of Health and Children are dealt with in the Capital Income and Expenditure Account. The balance on this account represents the surplus/deficit on the funding of projects in respect of which capital funding is provided by the Department of Health and Children.

(3) Tangible Fixed Assets

A full year's depreciation is charged in the year of purchase. All Fixed Assets acquired, regardless of the source of funds are stated at cost less depreciation. Depreciation, which is matched by an equivalent amortisation of the Capital Fund Account, is not charged against the Income and Expenditure account.

Depreciation is charged at the following annual rates:

ICT Equipment:	33.3% straight line.
Other Equipment:	20.0% straight line.

(4) Capital Fund Account

The Capital Fund Account represents the unamortised value of funding provided for fixed assets.

(5) Superannuation

By direction of the Minister for Health and Children, no provision has been made in respect of benefits payable under the Local Government Superannuation Schemes as the liability is underwritten by the Minister for Health and Children. Contributions from employees who are members of the scheme are credited to the income and expenditure account when received. Pension payments under the scheme are charged to the income and expenditure account when paid.

These financial statements which are part of the annual report have been submitted to the Comptroller and Auditor General and are awaiting certification.

REVENUE INCOME AND EXPENDITURE ACCOUNT

Year ended 31 December, 2007

Income	Notes	2007	2006
		€	€
Department of Health and Children Allocation		4,116,713	2,812,000
Other Income	4	161,253	132,427
		<u>4,277,966</u>	<u>2,944,427</u>
Transfer to Capital Fund Account to fund Fixed Assets		(12,240)	(51,604)
Transfer to Capital Income and Expenditure Account	17	(701,863)	(212,221)
		<u>3,563,863</u>	<u>2,680,602</u>
Expenditure			
Employee Costs	3	836,924	743,626
Staff Related Expenses	5	76,530	67,839
Accommodation and Establishment Expenses	6	103,840	111,232
Recruitment and Media	7	43,042	67,524
Consultancy and Other Professional Fees	8	37,222	30,999
Examination and Other Related Expenses	9	49,195	57,284
Printing and General Administration	10	185,809	94,619
Information, Communication and Technology	11	100,171	53,690
Council/ Committee Expenses	12	146,951	73,320
EMS R&D, Special Projects, Grants	13	1,973,918	1,408,183
		<u>3,553,602</u>	<u>2,708,317</u>

Statement of Movement in Accumulated Surplus (Deficit)

Surplus (Deficit) for the year	10,261	(27,715)
Surplus at 1 January 2007	(14,856)	12,859
Surplus (Deficit) at 31 December 2007	(4,595)	(14,856)

With the exception of Fixed Asset Depreciation and Amortisation which is dealt with through the Capital Fund Account, all recognised gains or losses have been included in arriving at the excess of expenditure over income.

On behalf of the Council

Chairman

Council Member

The accounting policies and the notes form part of these financial statements.

CAPITAL INCOME AND EXPENDITURE ACCOUNT

Year ended 31 December, 2007

	Opening Balance	Income			Expended Total
		Opening Surplus/Deficit 1st January 2007	DoHC Capital Funding	Non Capital I & E Account	
Project	€	€	€	€	€
Spatial Analysis	0	161,863		161,863	161,863
MERIT	0	390,000		390,000	390,000
DFB ICT ePCR	0	150,000		150,000	150,000
Fixed Assets	0		12,240	12,240	12,240
Total	0	701,863	12,240	714,103	714,103

Analysis of Capital Expenditure for the year ended 31 December 2007

Capital Expenditure resulting in fixed asset additions

€12,240

Capital Expenditure not resulting in fixed asset additions

Grants to Other Agencies:

Spatial Analysis 161,863

MERIT 390,000

DFB ICT ePCR 150,000

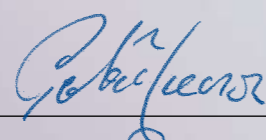
€701,863

Total Capital Expenditure**€714,103**

On behalf of the Council



Chairman



Council Member

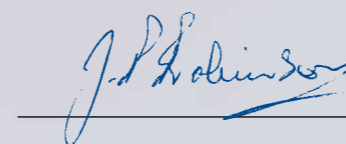
The accounting policies and the notes form part of these financial statements.

BALANCE SHEET

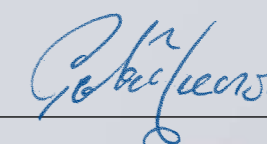
Year ended 31 December, 2007

	Notes	2007 €	2006 €
Fixed Assets	16	128,831	371,239
Current Assets			
Cash in Bank		71,932	31,249
Debtors and Prepayments	15	38,374	87,490
		<u>110,307</u>	<u>118,739</u>
Current Liabilities			
Creditors and Accruals	14	115,901	133,594
Net Current Assets		(5,595)	(14,855)
Total Assets less Current Liabilities		<u><u>123,236</u></u>	<u><u>356,384</u></u>
Financed By			
Capital Fund Account	17	128,831	371,239
Surplus(Deficit) on Income and Expenditure Account		(5,595)	(14,856)
Surplus(Deficit) on Capital Income and Expenditure Account		0	0
		<u><u>123,236</u></u>	<u><u>356,384</u></u>

On behalf of the Council



Chairman



Council Member

The accounting policies and the notes form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December, 2007

1. Period of Account

These Financial Statements cover the year from 1 January 2007 to 31 December 2007.

2. Administration

The Department of Health and Children provided direct funding to the Pre-Hospital Emergency Care Council (PHECC).

3. Particulars of Employees and Remuneration

The total staff complement, as approved by the Minister for Health and Children at 31 December 2007, was fourteen. The actual complement was 14 permanent, 2 Contract Staff and 1 Temporary Staff. The aggregate employee costs were:

	2007	2006
	€	€
Staff Salaries (Gross)	667,374	621,246
Employers PRSI	47,656	45,918
Contract Staff	94,247	41,718
Temporary Staff	27,647	34,744
	<u>836,924</u>	<u>743,626</u>

4 Other Income

	2007	2006
	€	€
Registration Fees	333	38,170
Interest Income	26,877	232
Accreditation and Examination Fees	34,829	13,427
Superannuation Contributions	99,214	80,598
	<u>161,253</u>	<u>132,427</u>

5 Staff Related Expenses

	2007	2006
	€	€
Staff Travel and Subsistence	62,819	57,271
Staff Training and Development	13,226	10,569
Staff Other Expenses	485	0
	<u>76,530</u>	<u>67,839</u>

6 Accommodation & Establishment Expenses

	2007	2006
	€	€
Office Rent & Charges	81,498	81,498
Electricity (Light & Heat)	9,285	9,052
Office Refurbishment		8,633
General Maintenance	2,203	4,036
Cleaning	3,355	2,760
Catering / Kitchen Supplies	7,500	5,253
	<u>103,840</u>	<u>111,232</u>

The Council is an independent statutory agency with responsibility for standards, education and training in the field of pre-hospital emergency care.

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December, 2007

7 Recruitment & Media Expenses

	2007	2006
	€	€
Media and Recruitment	43,042	67,524
	<u>43,042</u>	<u>67,524</u>

8 Consultancy and Other Professional Fees

	2007	2006
	€	€
Legal Fees	6,448	5,263
ICT Consultancy	0	3,025
Consulting and Professional Fees - Miscellaneous	11,060	5,503
Consulting Fees - Finance	9,488	7,133
Internal Audit	2,226	2,395
Audit Fees	8,000	7,680
	<u>37,222</u>	<u>30,999</u>

9 Examinations & Other Related Expenses

	2007	2006
	€	€
Examination Board Venues	1,050	1,070
Exam-Equipment / Analysis	9,990	19,522
External Examiners	38,155	36,692
	<u>49,195</u>	<u>57,284</u>

10 Printing and General Administration

	2007	2006
	€	€
Stationery	16,293	17,419
Telephone & Mobiles	20,034	19,276
Postage & Couriers	25,275	21,043
Office Equipment	7,028	5,968
Printing/Annual Reports/Certificates	88,643	17,987
Insurance	3,525	3,455
Copiers/ Service Contracts etc	6,983	353
Library and Information Services	6,548	3,535
Bank Interest and Charges	1,161	1,002
Sundries & Petty Cash	2,605	2,094
Membership of Bodies	7,714	2,487
	<u>185,809</u>	<u>94,619</u>

11 Information, Communications & Technology

	2007	2006
	€	€
Software and Peripherals	28,461	24,896
ICT Licences and Support	71,709	28,794
	<u>100,171</u>	<u>53,690</u>

The Council is an independent statutory agency with responsibility for standards, education and training in the field of pre-hospital emergency care.

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December, 2007

12 Council/Committee Expenses

	2007	2006
	€	€
Council Members	62,599	34,704
Council Matters	12,560	12,252
Accreditation Committee	6,140	2,477
Clinical Care Committee	2,829	2,202
Medical Advisory Group	13,544	9,557
Other Working/Advisory Groups	49,280	12,128
	<u>146,951</u>	<u>73,320</u>

13 EMS R&D, Special Projects & Grants

	2007	2006
	€	€
Irish Heart Foundation	113,000	113,000
Capacity Building - Scanning Project	112,387	20,509
ePCR Initiative	372,925	50,820
Conference Sponsorship	60,000	35,000
Spatial Analysis Research	0	13,854
Advanced Paramedic Development Funding	501,880	850,000
Immediate Care Integration	250,000	325,000
ISIC CPD Development	10,000	0
University of Limerick Clearing House Project	125,000	0
Cardiac First Response (CFR) Up-skilling & DVD	231,198	0
Internet Kiosks	31,198	0
Control Training Report	70,000	0
National College of Ireland Maynooth CISM Project	95,703	0
	<u>1,973,291</u>	<u>1,408,183</u>

14 Creditors

	2007	2006
	€	€
Amounts falling due within one year		
Audit Fees	8,000	7,680
Trade Creditors	44,953	46,344
Accruals	67,548	79,570
	<u>120,501</u>	<u>133,594</u>

15 Debtors & Prepayments

	2007	2006
	€	€
Prepayment	38,374	39,967
Debtors		47,523
Total Debtors & Prepayments	<u>38,374</u>	<u>87,490</u>

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December, 2007

16 Fixed Assets

for the year ending 31 December 2007

	ICT Equipment	Other Equipment	Totals
	€	€	€
Cost or Valuation			
At 1 January 2007	838,798	205,860	1,044,658
Additions in year	12,240	0	12,240
Disposals	60,737	29,077	89,814
At 31 December 2007	<u>790,301</u>	<u>176,783</u>	<u>967,084</u>
Accumulated Depreciation			
At 1 January 2007	489,829	183,591	673,420
Charges for the year	247,762	6,885	254,647
Disposals	60,737	29,077	89,814
At 31 December 2007	<u>676,854</u>	<u>161,399</u>	<u>838,253</u>
Net Book Value			
At 31 December 2007	<u>113,447</u>	<u>15,384</u>	<u>128,831</u>
At 31 December 2006	<u>348,969</u>	<u>22,268</u>	<u>371,237</u>

17 Capital Fund Account

for the year ending 31 December 2007

	2007	2006
	€	€
Opening Balance 1st January	371,237	327,927
Transfer from Income and Expenditure Account	12,240	
	12,240	323,825
Less:		
Amortisation in line with depreciation - Note 16	254,647	280,515
Closing Balance at 31st December 2007	<u>128,831</u>	<u>371,237</u>



NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December, 2007

18 Council Members – Disclosure of Transactions

The Council complies with the Code of Practice for the Governance of State Bodies as issued by the Department of Finance in relation to the disclosure of interests by Council members. During the year 2007 Council did not encounter any transactions which would require disclosure.

19 Approval of Financial Statements

The Financial Statements were approved by the Council on 16 April 2008.