



Pre-Hospital Emergency Care Council

Annual Report 2010

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Introduction

The Pre-Hospital Emergency Care Council (PHECC) is an independent statutory agency charged with responsibility for standards, education and training in 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.

Council Functions

PHECC's main functions are

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

Strategic Plan 2011-14

Following clarification received in December 2010 from the Department of Health and Children regarding our position (see page 2) vis-a-vis our intended subsuming, we will publish our next Strategic Plan for the period 2011-14 in the coming months. 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 and is available on our publications page, www.phecc.ie.

Chair's Statement



Mr Tom Mooney, Chair

You will recall that the Minister for Health and Children, Mary Harney, T.D., announced a major programme of agency rationalisation in the health sector in October 2008. As part of this plan, it was envisaged that PHECC would be fully integrated into the Health and Social Care Professionals Council (HSCPC) by 2011.

Having further considered the issues at hand the Department of Health and Children, in a recent correspondence to myself as Chair of Council, has stated that the 'Minister has decided that PHECC should continue to operate in its present form for a further period.' In light of the other commitments which the HSCPC is currently engaged in the Minister 'considers that the best approach will be to review the [integration] situation again in three years' time with the aim of preparing the appropriate legislation to integrate PHECC into the HSCPC after that stage.'

On behalf of Council I welcome this clarity and look forward to planning the continued provision of a quality pre-hospital emergency care guidance and regulation service to both community members and practitioners alike.

May I take this opportunity to thank Council, PHECC's committee members, the PHECC team, Registrants and all those involved in improving pre-hospital emergency care standards throughout the country, for your valued input and continued cooperation.

We look forward to a further three years of working together.

A handwritten signature in dark ink, appearing to read 'Tom Mooney'. The signature is written in a cursive, flowing style.

Tom Mooney, Chair

December, 2010

Council Membership

Summary of membership changes during 2010

Mr Frank Mc Clintock resigned in April 2010

Membership at 31st December, 2010

Mr Tom Mooney	Chair
Ms Valerie Small	Vice Chair
Mr Frank O'Malley	Paramedic, HSE Chair, Clinical Care Committee
Mr Cathal O'Donnell	Medical Practitioner Chair, Medical Advisory Group *
Mr Michael Garry	Healthcare Management Consultant Chair, Accreditation Committee
Mr Tom Tinnelly	Paramedic
Mr Michael Dineen	Paramedic
Mr Gerry Tuohy	Paramedic
Ms Patricia FitzPatrick	Recognised Institution Representative
Mr Macartan Hughes	Recognised Institution Representative
Vacancy	HSE
Mr Barry O'Brien	HSE
Ms Karen Healy	HSE
Dr Conor Egleston	Medical Practitioner
Dr Zelig Gaffney	Medical Practitioner
Ms Mary McClelland	Occupational Health Advisor
Mr Michael Brennan	Consumer Representative (Patient Focus)

* Mr Cathal O' Donnell resigned as Chair of the Medical Advisory Group in December 2010.

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 during 2010

There were no changes in membership of the Clinical Care Committee in 2010.

Membership at 31st December, 2010

Mr Frank O'Malley	Chair, Council Member
Mr Tom Mooney	Chair, Council
Ms Valerie Small	Vice Chair, Council
Mr Cathal O'Donnell	Chair, Medical Advisory Group *
Mr Michael Garry	Chair, Accreditation Committee
Mr Tom Tinnelly	Paramedic
Mr Michael Dineen	Paramedic
Mr Terence Moran	Consumers Representative (Patient Focus)
Ms Brigid Sinnott	Irish Heart Foundation
Ms Mary McClelland	Council Member
Mr Shay Power	Dublin Fire Brigade
Mr Pat Grant	HSE National Ambulance Service

*Mr Cathal O' Donnell resigned as Chair of the Medical Advisory Group in December 2010.

Accreditation Committee

Terms of reference

- *To make recommendations on the recognition of training institutions for the education and training of pre-hospital emergency care responders and practitioners*
- *To make recommendations on the approval of the content of education and training courses run by recognised training institutions*
- *To assess annually the suitability of the educational and training in pre-hospital emergency care provided by an institution recognised by the Council for that purpose*
- *To make recommendations, not less than once in every three years, on the standards of theoretical and practical knowledge required for qualifications in pre-hospital emergency care*
- *To make recommendations on the establishment and maintenance of the NQEMT examinations*
- *To establish and maintain the Terms of Reference and membership of its sub-committees*
 - *Examination Quality Committee*
 - *Appeals Sub Committee*
- *To make recommendations on the establishment and maintenance of the PHECC Register*
- *To make recommendations on the assessment of equivalence of professional qualifications in pre-*

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

hospital care obtained inside and outside the state

- *To make recommendations on the approval of pre-hospital emergency care service providers for the implementation of CPGs.*

Summary of membership changes during 2010

Dr Ted Fleming resigned from the Accreditation Committee in November 2010.

Membership at 31st December, 2010

Mr Michael Garry	Chair
Mr Tom Mooney	Chair, Council
Ms Valerie Small	Vice Chair, Council
Mr Frank O'Malley	Chair, Clinical Care Committee
Mr Cathal O'Donnell	Chair, Medical Advisory Group *
Mr Gerry Tuohy	Paramedic
Mr Michael Dineen	Paramedic
Mr Barry O'Brien	Management Representative
Ms Ursula Byrne	Education and Training, Nursing
Mr Macartan Hughes	National Ambulance Service College
Mr Terence Kearney	Dublin Fire Brigade/Royal College of Surgeons in Ireland
Prof Paul Finucane	Education and Training, Medical
Dr David McManus	Northern Ireland Ambulance Service
Mr Stephen McMahan	Irish Patients Association
Ms Sarah Cain	Irish Heart Foundation
Ms Patricia FitzPatrick	Council Member

*Mr Cathal O'Donnell resigned as Chair of the Medical Advisory Group in December 2010.

Examination Quality Committee

Terms of reference

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

Summary of membership changes during 2010

The following members were replaced in December 2010: Dr Geoff King, PHECC Director. Ms Pauline Dempsey, PHECC Programme Development Officer. Ms Jacqueline Egan became Chair of the Examination Quality Committee in December 2010. The following joined the Examination Quality Committee in December 2010: Mr Paul Lambert, PHECC Examiner. Mr Michael Garry, PHECC Examiner. Mr Lawrence Kenna, PHECC Examiner. Mr Rod Tobin, PHECC Examiner. Mr Declan Lonergan, PHECC Examiner and Mr Ray Carney, PHECC Examiner.

Membership at 31st December, 2010

Ms Jacqueline Egan	Chair, PHECC Programme Development Officer
Mr Brian Power	PHECC Programme Development Officer
Mr Ricky Ellis	PHECC Examiner
Mr Mark Wilson	Dublin Fire Brigade
Mr David Sherwin	Dublin Fire Brigade/Royal College of Surgeons in Ireland
Prof. Gerard Bury	Professor of General Practice, University College Dublin
Mr Shane Knox	National Ambulance Service College
Mr Ben Heron	PHECC Examiner
Mr Sean Creamer	PHECC Examiner
Ms Julie Woods	PHECC Examiner
Mr Paul Lambert	PHECC Examiner
Mr Michael Garry	PHECC Examiner
Mr Lawrence Kenna	PHECC Examiner
Mr Rod Tobin	PHECC Examiner
Mr Declan Lonergan	PHECC Examiner
Mr Ray Carney	PHECC Examiner

Appeals Committee

Terms of reference

To consider appeals made to the Director.

Summary of membership changes during 2010

Ms Patricia FitzPatrick joined the Appeals Committee as Co-Chair in December 2010.

Membership at 31st December, 2010

Mr Barry O'Brien	Chair
Ms Patricia FitzPatrick	Co-Chair
Mr Gerry Tuohy	Non-examiner Council Member
Mr Michael Dineen	Non-examiner Council Member
Mr Tom Tinnelly	Non-examiner Council Member
Mr Michael Garry	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 during 2010

There were no changes in membership during 2010.

Membership at 31st December, 2010

Mr Con Foley	Chair
Mr Dermot Magan	Finance Specialist
Mr Barry O'Brien	Council Member
Mr Michael Garry	Council Member
Ms Jaqueline Egan	PHECC staff member

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 during 2010

Mr George Little joined the MAG in September 2010 as Medical Advisor representing the HSE Eastern Division. Dr David Menzies joined the MAG in November 2010 as a Medical Advisor representing National Ambulance Service College/University College Dublin. Mr Cathal O' Donnell resigned as Chair of the MAG in December 2010.

Membership at 31st December, 2010

1. Medical Advisor – Ambulance Service (generic)

Mr Cathal O’ Donnell	Council Member
Mr Mark Doyle	HSE South Eastern Division
Prof. Stephen Cusack	HSE Southern Division, Medical Advisor
Mr Conor Egleston	HSE North Eastern Division, Medical Advisor
Mr John O’Donnell	HSE Western Division, Medical Advisor
Mr Richard Lynch	HSE Midland Division, Medical Advisor
Mr Fergal Hickey	HSE North West Division, Medical Advisor
Dr Peter O’Connor	Dublin Fire Brigade, Medical Advisor
Mr George Little	HSE Eastern, Medical Advisor
Dr Niamh Collins	Medical Expert
Dr David Menzies	National Ambulance Service College/University College Dublin, Medical Advisor
Vacant	Dublin Fire Brigade/Royal College of Surgeons of Ireland

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

Mr Brendan Whelan	HSE Midland Division
Mr Declan Lonergan	HSE South Eastern Division
Mr Lawrence Kenna	HSE Eastern Division
Vacant	HSE West Division
Mr Paul Lambert	Dublin Fire Brigade

3. Training Institutions accredited by PHECC (generic)

Mr Macartan Hughes	National Ambulance Service College, Director
Mr Martin O’ Reilly	Dublin Fire Brigade/Royal College of Surgeons of Ireland, District Officer

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

Mr Paul Meehan	Northern Ireland Ambulance Service, Regional Training Officer
Dr David McManus	Northern Ireland Ambulance Service, Medical Director

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

Mr Frank O’Malley	Clinical Care Committee
Mr Michael Garry	Accreditation Committee

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

Mr Tom Mooney	Chair
Ms Valerie Small	Vice Chair

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).

Dr Zelig Gaffney	General Practitioner
Prof. Gerard Bury	General Practitioner
Dr David Janes	General Practitioner
Ms Valerie Small	Registered Nurse
Dr Seán Walsh	Consultant in Paediatric Emergency Medicine
Vacant	Anaesthetist

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 during 2010

There were no changes in membership of the Control Working Group in 2010.

Membership at 31st December, 2010

Mr Gabriel Glynn	Chair
Mr Frank O'Malley	Clinical Care Committee, Chair
Mr Brendan Crowley	HSE South East Division, Controller
Mr James Walsh	HSE Southern Division, Controller
Mr William Carolan	HSE Eastern Division, Controller
Mr Pat McCreanor	HSE Eastern Division, Chief Ambulance Officer
Mr William Merriman	HSE Eastern Division, Communication Officer
Mr John Moody	Dublin Fire Brigade, Station Officer/Controller
Mr Hugh O'Neill	Dublin Fire Brigade, Chief Fire Officer
Mr Gabe McClean	Northern Ireland Ambulance Service
Mr Tom Horwell	National Ambulance Service College
Mr Martin O'Reilly	Dublin Fire Brigade, District Officer
Mr Martin Dunne	Eastern Regional Ambulance Service, Assistant CEO



*Dr Geoff King,
Director*

Director's Statement

In the decade that PHECC has been in place, major developments have taken place in the pre-hospital emergency care sector. The reality of PHECC's multi-disciplinary focus, looking at the entire sphere of pre-hospital emergency care (as opposed to 'ambulance services' alone) is a major factor in the progress to date.

Formalisation of the pre-hospital emergency care service profession

- Move from a single-tier ambulance service with one pre-hospital emergency care practitioner 'level' (EMT) in 2001 to six care levels in 2010: CFR, OFA, EFR, EMT, P and AP.
- 6th statutory register established in 2006, with three divisions (and currently 3000 registrants).

Increased scope of practice for paramedics

- EMTs previously only allowed to administer four medicines (Aspirin, Oxygen, Nitrous Oxide, GTN), now up to 35 different medicines can be administered (depending on level of qualification).

Development of a consistent best-practice standard of pre-hospital emergency care across public, private & voluntary sectors

- NQEMT standard and qualification ensures that all paramedics have the same capability and expertise, regardless of where they work/practice
- Dual focus on practitioners and responders, optimising the significant efforts of voluntary responders, complementing professional care, and driving a collaborative pre-hospital emergency care model through integrating different elements of care and care provision
- Development, review, update and issue of more than 250 Clinical Practice Guidelines which guide integrated and best practice across six defined levels of pre-hospital emergency care (three each at responder and practitioner levels)
- Incorporation of pre-hospital emergency care Clinical Practice Guidelines into cardiac and trauma care courses for medical practitioners (and training of more than half - 450 to date - of General Practices in Ireland)
- Development and implementation of standards for responder training and practice for community, occupational settings and co-responding agencies
- Recognition of approximately 40 training institutions providing courses for the six levels of pre-hospital emergency care, including statutory, auxiliary, private and voluntary providers in partnership with the Irish Heart Foundation and the Health and Safety Authority
- Approval of approximately 20 organisations (including statutory, auxiliary, private and voluntary) for the implementation of the CPGs.

Significant role in progressing the National Reconfiguration of the Emergency Medical Services

- Deployment of 200 advanced paramedics. PHECC sets the standard, approves and funds the course conducted by the National Ambulance Service College in affiliation with University College Dublin
- Providing guidance on the optimal deployment of emergency ambulances, advanced paramedics and responders via the commissioning of spatial analysis research

- Development and implementation of key standards: Driving Standards, Emergency Ambulance Standards, EMS Priority Dispatch Standards, Interfacility Transfer Standards, and EMS Call-taker and Dispatcher Standards.

Improved pre-hospital emergency care information

- Improvement and standardisation of pre-hospital emergency care information through the National Patient Care Report with supporting standards, data set and definitions, and the Out-of-Hospital Cardiac Arrest Register established in partnership with the HSE and NUI Galway.

Informing the development of pre-hospital emergency care through research

- Establishment of the Pre-Hospital Research Centre in conjunction with the University of Limerick Medical School
- Implementation of the Critical Incident Stress Management Research Project in association with the HSE, National Partnership Forum and NUI Maynooth.

Current Activities and Key Priorities for the Pre-Hospital Emergency Care Council

- Clinical audit for the pre-hospital environment
- Treat and discharge protocols (supporting National Health Policy through reducing the burden on hospital EDs)
- Development and roll-out of Citizen CPR
- Evidence-based review and updating of CPGs
- Development and implementation of competency-based education and training for practitioners to facilitate credentialing and privileging
- Further development of evidence-based deployment models
- Further development of evidence-based integration of all service providers to improve effectiveness and efficiencies
- Establishment of e-learning capacity to facilitate CPG upskilling for all practitioners (thus greatly reducing training time and costs while simultaneously improving skill levels)
- Development of a comprehensive, national programme of BLS training in schools
- Comprehensive, national participation of auxiliary and voluntary services (e.g. an Garda Síochána, retained Fire Services, etc) as part of an integrated EMS.

In conclusion, I would like to thank the Chair Tom Mooney, and all Council members for their participation on the Board and its committees. I also acknowledge our partners in the pre-hospital emergency care industry for their cooperation and collaboration throughout the year. And finally I wish to thank the PHECC team for their hard work and dedication in making PHECC effective in its mission to protect the public.



Dr Geoff King, Director

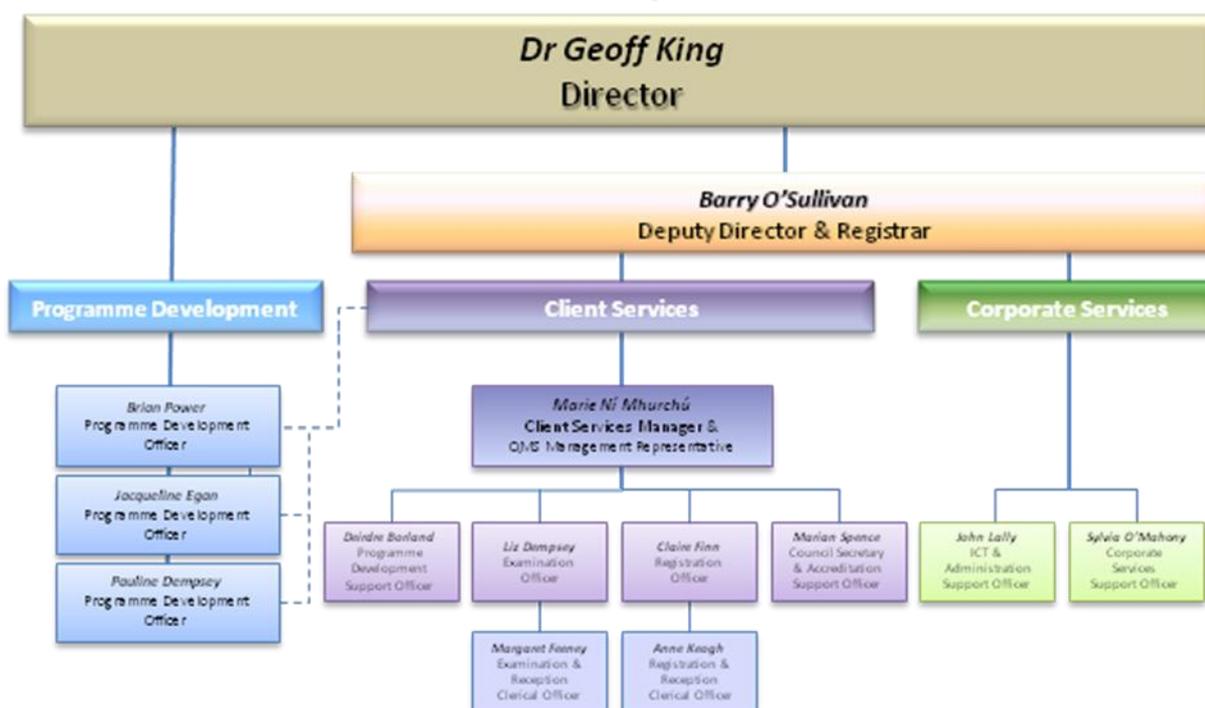
December 2010

PHECC Team and Organisation Chart

Anne Keogh	Registration & Reception Clerical Officer
Barry O’Sullivan	Deputy Director & Registrar
Brian Power	Programme Development Officer
Claire Finn	Registration Officer
Deirdre Borland	Programme Development Support Officer
Dr Geoff King	Director
Jacqueline Egan	Programme Development Officer
John Lally	ICT & Administration Support Officer
Liz Dempsey	Examinations Officer
Margaret Feeney	Examinations & Reception Clerical Officer
Marian Spence	Council Secretary & Accreditation Support Officer
Marie Ní Mhurchú	Client Services Manager & QMS Management Representative
Pauline Dempsey	Programme Development Officer
Sylvia O’Mahony	Corporate Services Support Officer



Organisation Chart December, 2010



Overview of Energy Usage in 2010

Pre-Hospital Emergency Care Council Annual Energy Efficiency Report 2010

Meter Reading MPRN		Day	Night	TOTAL M. Watts
1000296127	Jan-11	65534	51134	
	Jan-10	58378	43889	
	USED	7156	7245	14401
1002961289	Jan-11	24631	28911	
	Jan-10	3384	11893	
	USED	21247	17018	38265
1002961303	Jan-11	67631	46644	
	Jan-10	59355	41935	
	USED	8276	4709	12985



PRE-HOSPITAL EMERGENCY CARE COUNCIL

FINANCIAL STATEMENTS

for

YEAR ENDED 31 DECEMBER 2010

FINANCIAL STATEMENTS

FOR YEAR ENDED 31ST DECEMBER 2010

Composition of the Council and Other Information

Council Members

Mr. Tom Mooney, Chairman	Mr. Michael Brennan
Mr. Michael Dineen	Dr. Conor Egleston
Ms. Patricia FitzPatrick	Dr. Zelig Gaffney
Mr. Michael Garry	Ms. Karen Healy
Mr. Macartan Hughes	Ms. Mary McClelland
Mr. Frank McClintock	Mr. Barry O' Brien
Dr. Cathal O' Donnell	Mr. Frank O' Malley
Ms. Valerie Small	Mr. Tom Tinnelly
Mr. Gerry Tuohy	

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

FOR YEAR ENDED 31ST DECEMBER 2010

Statement of Council Members' Responsibilities

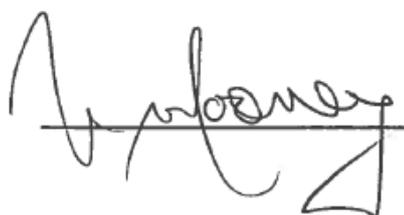
The Council is required by the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Council and of its income and expenditure for that period.

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.

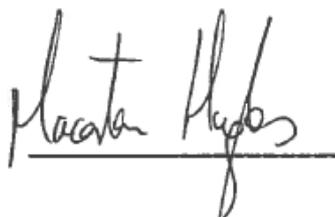
The Council is responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Pre-Hospital Emergency Care Council and enable it to ensure that the financial statements comply with the Order. It is also responsible for safeguarding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

June 2011



Council Member

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.

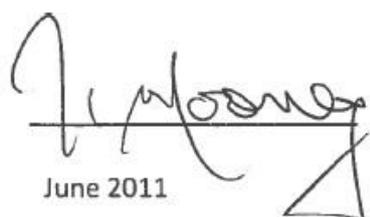
Key Control Procedures

The following is a description of the key processes, which have been put in place by 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 on three occasions during the year. This committee reported to the Council for the year ended 31 December 2010 in January 2011.
- 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, the recommendations made by the Comptroller and Auditor General in the course of audit or in his management letters and both the Risk Framework and the Risk Register.
- 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 2010, 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 2010.



June 2011

Chairman



Director

FINANCIAL STATEMENTS

FOR YEAR ENDED 31ST DECEMBER 2010

Introduction

The Pre-Hospital Emergency Care Council was established by the Minister for Health and Children under Statutory Instrument No. 109 of 2000, the Pre-Hospital Emergency Care Council (Establishment) Order, 2000 and as amended by Statutory Instrument No. 575 of 2004 (Amendment) Order 2004. These Orders were made under the Health (Corporate Bodies) Act, 1961 as amended and confirmed by the Health (Miscellaneous Provisions) Act 2007.

Going Concern Basis of Accounting

The Government in the October 2008 Budget, announced its intention to subsume the Council into the Health and Social Care Professionals Council. Such a change will require legislative modification, in the meantime there is no intention to amend the functions of the Council and it is safe to assume that its existing activities will continue to be carried out. Council does not believe that any adjustment is needed to the financial statements to reflect the proposed subsuming and has prepared the financial statements on a going concern basis.

The main functions of the Council are

- (a) To ensure that Training Institutions and course content in Emergency Medical Technology reflect contemporary best practice.
- (b) To ensure that 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.

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. Other income is accounted for on a receipts basis.

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.

A Capital Income and Expenditure Account is not presented as there was no capital project expenditure nor related allocations from the Department of Health and Children in either this year nor in the preceding year.

(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

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.

(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. The pension levy is paid to the Department of Health and Children.

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

PRE-HOSPITAL EMERGENCY CARE COUNCIL

**INCOME AND EXPENDITURE ACCOUNT
FOR YEAR ENDED 31ST DECEMBER 2010**

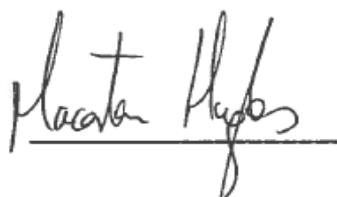
Income	<i>Notes</i>	2010	2009
		€	€
Department of Health and Children Allocation		2,957,553	3,281,000
Other Income	4	560,076	519,491
		<u>3,517,629</u>	<u>3,800,491</u>
Transfer to Capital Fund Account to fund Fixed Assets	18	(20,717)	(18,330)
		<u>3,496,912</u>	<u>3,782,161</u>
Expenditure			
Employee Costs	3	928,757	954,782
Staff Related Expenses	5	114,070	95,515
Accommodation and Establishment Expenses	6	147,159	147,446
Recruitment and Media	7	21,704	8,305
Consultancy and Other Professional Fees	8	88,742	64,507
Examination and Other Related Expenses	9	138,296	170,847
Printing and General Administration	10	281,651	240,097
Information, Communication and Technology	11	44,903	113,207
Council/ Committee Expenses	12	72,117	69,083
EMS R&D, Special Projects, Grants	13	1,619,043	1,803,474
Register Expenses	14	21,739	92,570
		<u>3,478,181</u>	<u>3,759,833</u>
Statement of Movement in Accumulated Surplus (Deficit)			
Surplus (Deficit) for the year		18,731	22,328
Surplus (Deficit) at 1 January 2010		19,484	(2,844)
Surplus (Deficit) at 31 December 2010		<u>38,215</u>	<u>19,484</u>

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 income over expenditure.

On behalf of the Council



Chairman



Council Member

June 2011

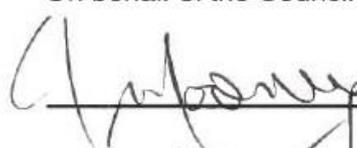
The accounting policies and the notes form part of these financial statements.

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

**PRE-HOSPITAL EMERGENCY CARE COUNCIL
BALANCE SHEET
FOR YEAR ENDED 31ST DECEMBER 2010**

	<i>Notes</i>	2010 €	2009 €
Fixed Assets	17	25,064	34,795
Current Assets			
Cash in Bank		44,469	125,432
Debtors and Prepayments	16	69,204	75,186
		113,673	200,618
Current Liabilities			
Creditors and Accruals	15	75,458	181,134
Net Current Assets		38,215	19,484
Total Assets less Current Liabilities		63,279	54,279
Financed By			
Capital Fund Account	18	25,062	34,794
Surplus(Deficit) on Income and Expenditure Account		18,732	19,485
Reserves brought forward		19,485	
		63,279	54,279

On behalf of the Council



Chairman
9 June 2010



Council Member

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

**PRE-HOSPITAL EMERGENCY CARE COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
FOR YEAR ENDED 31ST DECEMBER 2010**

1. Period of Account

These Financial Statements cover the year from 1 January 2010 to 31 December 2010.

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 2010 was fourteen. The actual complement was 14 permanent, 2 Temporary Staff. Pension levies of €55,855 have been deducted and paid over to the Department of Health and Children. The aggregate employee costs were

	2010	2009
	€	€
Staff Salaries (Gross)	792,429	798,797
Employers PRSI	56,229	56,426
Contract/Temporary Staff	78,948	73,140
Superannuation	1,151	26,419
	<u>928,757</u>	<u>954,782</u>

4 Other Income

	2010	2009
	€	€
Registration Fees	42,220	49,685
Interest Income	252	147
Accreditation and Examination Fees	122,154	69,774
Superannuation Contributions	197,038	113,465
Training Manuals and DVD sales	67,886	108,630
Health Services National Partnership	40,000	51,115
Certificate Income	53,408	90,365
Post and packaging fees	3,406	2,962
Clinical Practice Guidelines sales	33,712	18,333
Other Income	0	15,015
	<u>560,076</u>	<u>519,491</u>

5 Staff Related Expenses

	2010	2009
	€	€
Staff Travel and Subsistence	79,135	74,777
Staff Training and Development	34,868	19,793
Staff Other Expenses	67	945
	<u>114,070</u>	<u>95,515</u>

6 Accommodation & Establishment Expenses	2010	2009
	€	€
Office Rent and Charges	119,494	121,244
Electricity (Light and Heat)	9,908	9,213
General Maintenance	6,344	5,345
Cleaning	4,561	4,271
Catering / Kitchen Supplies	6,853	7,373
	<u>147,160</u>	<u>147,446</u>

7 Recruitment & Media Expenses	2010	2009
	€	€
Media and Recruitment	21,704	8,305
	<u>21,704</u>	<u>8,305</u>

8 Consultancy and Other Professional Fees	2010	2009
	€	€
Legal Fees	2,821	2,915
Consulting and Professional Fees- Miscellaneous	51,101	4,811
Consulting Fees - Finance	8,974	8,662
Internal Audit	5,641	5,399
Audit Fees	7,520	7,520
Consulting Accreditation Assessments	12,685	35,200
	<u>88,742</u>	<u>64,507</u>

Included in consulting and professional fees is an amount of €36,915 in respect of a review of the implications of the Government decision to subsume the Council into the Health and Social Care Professionals Council. While the Department of Health was aware of the review, the Council did not seek its formal approval as required by SI No 109/2000. The Council has sought retrospective approval from the Department.

9 Examinations & Other Related Expenses	2010	2009
	€	€
Examination Board Venues	6,695	4,000
Exam Analysis and Secondment	24,875	93,844
External Examiners	106,726	73,003
	<u>138,296</u>	<u>170,847</u>

10 Printing and General Administration	2010	2009
	€	€
Stationery	15,219	13,627
Telephone & Mobiles	23,730	23,292
Postage & Couriers	46,717	39,616
Office Equipment	1,735	4,890

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

Printing / Annual Reports / Certificates	146,797	124,997
Insurance	3,725	3,451
Copiers/ Service Contracts etc	11,468	9,801
Library/ Information Services	21,763	9,055
Bank Interest and Charges	1,643	1,710
Sundries	0	1,495
Membership of Bodies	8,854	8,163
	<u>281,651</u>	<u>240,097</u>

11 Information, Communications & Technology

	2010	2009
	€	€
Software and Peripherals.	(1,516)	92,016
ICT Licences and Support	46,419	21,191
	<u>44,903</u>	<u>113,207</u>

12 Council/Committee Expenses

	2010	2009
	€	€
Council Members	17,137	28,638
Council Matters	17,847	651
Accreditation Committee	3,190	3,949
Clinical Care Committee	1,548	2,674
Medical Advisory Group	7,056	12,355
Other Working/ Advisory Groups	25,339	20,817
	<u>72,117</u>	<u>69,083</u>

13 EMS R&D, Special Projects & Grants

	2010	2009
	€	€
Irish Heart Foundation	102,000	102,000
Capacity Building - Scanning Project	10,000	33,180
E PCR Initiative	176,245	258,488
Conference Sponsorship	25,000	5,854
Spatial Analysis Research	9,379	120,673
Advanced Paramedic Development Funding	610,000	389,393
Immediate Care Integration	0	160,000
University of Limerick CPR Project	150,000	237,666
Cardiac First Response (CFR) Upskilling & DVD	0	4,640
eLearning Project	24,996	75,528
National College of Ireland Maynooth CISM Project	112,390	122,274
Training Standards Review	14,085	44,894
Out of Hospital Cardiac Arrest Register	114,755	126,349
Paramedic Up Skilling Programme	1,423	105,466
Citizen CPR Project	268,770	0
Special Projects Miscellaneous	0	17,069
	<u>1,619,043</u>	<u>1,803,474</u>

14 Register	2010	2009
	€	€
Administration - ID Cards, Licences etc	21,739	91,476
Fitness to Practice Hearing	0	1,094
	<u>21,739</u>	<u>92,570</u>

15 Creditors	2010	2009
	€	€
Amounts falling due within one year		
Trade Creditors	20,856	74,722
Accruals	54,602	106,412
	<u>75,458</u>	<u>181,134</u>

16 Debtors & Prepayments	2010	2009
	€	€
Prepayments	33,931	51,510
Debtors	35,273	23,676
	<u>69,204</u>	<u>75,186</u>

17 Fixed Assets	ICT Equipment	Other Equipment	Totals
Cost			
At 1 January 2010	849,402	189,064	1,038,466
Additions in year	19,023	1,694	20,717
At 31 December 2010	<u>868,425</u>	<u>190,758</u>	<u>1,059,183</u>
Accumulated Depreciation			
At 1 January 2010	823,590	180,081	1,003,671
Charges for the year	26,040	4,408	30,448
At 31 December 2010	<u>849,630</u>	<u>184,489</u>	<u>1,034,119</u>
Net Book Value			
At 31 December 2010	<u>18,795</u>	<u>6,269</u>	<u>25,064</u>
At 31 December 2009	<u>25,812</u>	<u>8,983</u>	<u>34,795</u>

18 Capital Fund Account

	2010	2009
	€	€
Opening Balance 1st January	34,795	49,585
Transfer from Income and Expenditure Account	20,717	18,330
Less:		
Amortisation in line with depreciation - Note 17	30,448	33,120
Closing Balance at 31st December	<u>25,064</u>	<u>34,795</u>

19 Council Members Fees and Expenses

		2010	2009
		€	€
Michael	Brennan	1,865	1,568
Michael	Dineen	1,578	3,858
Conor	Egleston	114	240
Patricia	Fitzpatrick	532	561
Zelie	Gaffney	892	1,465
Michael	Garry	978	1,375
Karen	Healy	1,167	505
Mary	McClelland	363	753
Frank	McClintock	630	4,477
Tom	Mooney	670	1,295
Barry	O'Brien	1,363	2,006
Cathal	O'Donnell	890	861
Frank	O'Malley	2,194	2,891
Valerie	Small	588	860
Tom	Tinnelly	1,285	3,043
Gerry	Tuohy	1,975	2,880
Gerry	Bury	53	0
Total		<u>17,137</u>	<u>28,638</u>

Council Members are not in receipt of Fees for their services as council members.

**20 Directors Remuneration Package
for the year ending 31 December 2010**

	2010	2009
	€	€
Annual Basic Salary - PO Civil Service Rate	103,472	111,883
Medical Director's Allowance	17,416	18,009
Total Remuneration Package	<u>120,888</u>	<u>129,892</u>

The Director is not in receipt of any pension benefits other than the standard entitlements under the Local Government Superannuation Schemes and no bonus was paid to the Director in 2010

21 Superannuation Deductions*for the year ending 31 December 2010*

On the 2nd of Sept 2010, DoHC instructed that Superannuation deductions from staff be treated as income thereby reducing the level of Exchequer funding required. Council adjusted and reduced the cash drawdown by €203,477 from the initial allocation for 2010 of €3,161,000 in order to make provision to comply with this instruction relating to Superannuation income.

22 Council Members – Disclosure of Transactions

Council adopted procedures in accordance with guidelines issued by the Department of Finance in relation to the disclosure of interests by Council members and these procedures have been adhered to in the year. There were no transactions in the year in relation to the Council's activities in which Council members had any beneficial interest.

23 Lease Obligations*for the year ending 31 December 2010*

Council's office premises are held under an operating lease which is due to expire on 30 Sept 2012, the annual rent is charged to the income and expenditure account.

24 Annual Energy Efficiency Report*for the year ending 31 December 2010*

The energy usage at the Council's office premises for the year ending 31 December 2010 was 65,651 M.Watts.

25 Approval of Financial Statements

The Financial Statements were approved by the Council on 9 June 2011.