

## Minutes Council Meeting

10<sup>th</sup> September 2015

### Present:

Tom Mooney (Chair)  
David Maher  
Michael Brennan  
Michael Dineen  
Stephen Brady  
Shane Knox  
Valerie Small  
Shane Mooney  
Cathal O' Donnell (via teleconference)  
Patrick Plunkett

### Apologies:

Glenna Woods  
Mick Molloy  
Martin Dunne  
Barry O'Brien

### In Attendance:

Peter Dennehy, Director  
Barry O'Sullivan, Deputy Director  
Marian Spence, Council Secretariat  
Brian Power, Programme Development  
Jacqueline Egan, Programme Development

### 1. Chair's Business

The Chair opened the meeting and acknowledged apologies. He expressed sincere condolences on behalf of himself, Members, Director and staff to Prof. Patrick Plunkett on the recent sad death of his daughter Noirín (RIP).

### 2. Minutes & Matters arising

#### 2.1. Draft minutes July meeting

### Resolution

**Council approves the minutes for the meeting held on 9<sup>th</sup> July 2015.**

**Proposed:** Valerie Small

**Seconded:** Shane Knox

Carried without dissent

### 3. Governance

#### 3.1. Update Whistle-blower Policy

An updated Whistle-blower Policy was included for information. The Director reported that since June 2014 PHECC is required to put in place a Whistleblowing Policy which meets the requirements of the Protected Disclosures Act 2014, however guidance notes remain pending from the Department of Public Expenditure and Reform and the Policy being presented to Council today will be amended to comply with the Guidance if necessary. Members noted this item.

#### 3.2. Schedule of Fees Policy; exam fees

Council were asked to consider the matter of refunding fees for exam viewings and rechecks where candidates were successful in having their appeal upheld.

Council approved the revision of the Council Policy & Schedule of Fees and the subsequent amendments to the related Viewing and Recheck Policy, regarding a successful candidate being refunded exam viewing and/or recheck fee, when a complaint about a test item (exam question) and or exam mark is upheld.

**Proposed:** Michael Dineen  
Carried without dissent

**Seconded:** David Maher

### 3.3. Annual Report 2014

The 2014 Annual Report was included for formal approval of Council.

#### **Resolution:**

**Council approved the 2014 Annual Report.**

**Proposed:** Valerie Small  
Carried without dissent

**Seconded:** Stephen Brady

## **4. Finance**

### 4.1. & 4.2 Public Spending Code and PHECC Quality Assurance Report

New correspondence relating to the Public Spending Code in addition to the accompanying PHECC quality assurance report were discussed.

## **5. Education and Standards**

### 5.1 Quality Review Framework - draft reports

The first seven draft on-site review reports were included in the papers for consideration by Council. A discussion ensued on the QRF process in 2015 to date and planned for subsequent 2 years. The Chair expressed satisfaction that the cycle of on-site reviews to recognised institutions has commenced in line with Councils past requests.

#### **Resolution:**

**Council approved the seven draft Recognised Institution Quality Standards Review On-Site Reports**

**Proposed:** Michael Dineen  
Carried without dissent

**Seconded:** Shane Mooney

## **6. Register**

### 6.1. Register Update

The report containing the names for award of the NQEMT along with a list of names for entering in the appropriate division on the Register was included and noted by Council. The Registrar demonstrated sample electronic CPG familiarisation modules. Discussions followed around the differentiation between *familiarisation with* and *privileging to implement* CPGs. There was agreement that a confirmation methodology along with an appropriate disclaimer regarding privileging needs to be included into the system and brought back to Council.

### 6.2. Regulatory developments

Council noted a report from the Professional Standards Authority on regulatory developments in the UK highlighting potential changes or developments in healthcare regulation in the future.

### 6.3. CPC

The CPC survey reports were included for information. Once finalised both of these reports will form the basis of further consultation with the profession on CPC development.

## **7. Clinical Governance**

### 7.1 Interim Report 2014 CPG implementation

As requested at a previous Council meeting, an interim report showing the status on upskilling of the 2014 CPGs at the midway point was included for information. Brian Power highlighted the merits of the exercise and requested members to consider if it would be worthwhile to request service providers submit information again in December. There was agreement that this would be useful to continue the momentum for upskilling training.

### 7.2 Consultation on proposals to introduce independent prescribing by paramedics in the UK

A consultation document on proposals to introduce independent prescribing by paramedics across the UK was included for information. A discussion ensued on this community based initiative and its relevance to the Irish context. Various views were expressed including, the need for awareness of such initiatives albeit at a low level presently to ensure pre-hospital progression at all levels.

## **8. Research**

### 8.1 Centre for Prehospital Research – Interim Report

The Centre for Prehospital Research – Interim Report was included for information. The Director confirmed he had met with key people in the centre and acknowledged the good work to date with budget well managed.

## **9. Directors Report**

The Director provided a verbal report to Council and highlighted items in the report not included under an agenda item. He gave an update on the electronic data collection projects which are currently under way for i) the National Transport Medicine Programme (NTMP) and ii) voluntary and auxiliary organisations. In addition he referred to the review of the information standards which is presently taking place. He informed members that a rigorous interview process had been followed to fill the current two administrative vacancies. Candidates had been selected and PHECC is awaiting formal take up of these positions. The Chair expressed congratulation to Dr. Shane Knox on his recent PhD achievement. Shane thanked PHECC for all the support which contributed to this success.

### 9.1 Delegated decisions

A summary report of decisions delegated to the Director was included. Members noted this item.

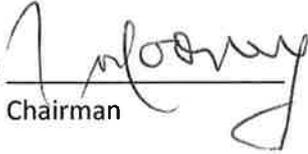
### 9.2 FAQs relating to implementation of individual health identifiers; for information

FAQs relating to implementation of individual health identifiers was included for information.

## **10. AOB**

The educational eligibility standard for entry onto the paramedic course was established by Council in 2007. In discussions the adequacy or relevance of the current standard was queried and the Chair requested the executive to prepare a report on the appropriate educational eligibility standard for paramedic training for consideration at a future Council meeting.

There being no other business the meeting concluded. The next meeting is scheduled for 8<sup>th</sup> October 2015.

Signed:   
Chairman

Date: 12/11/2015