

**MINUTES
PHECC Council Meeting**

14th April 2016

Present

Tom Mooney (Chair)
Shane Mooney
Shane Knox
Patrick Plunkett
Martin Dunne
Michael Brennan
Mick Molloy (via teleconference)

Apologies

Valerie Small
Glenna Woods
Michael Dineen
Cathal O' Donnell

In attendance

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

1. Chair's Business

- 1.1. Closed Session
- 1.2. Open Session

The Chair opened the meeting and acknowledged apologies.

2. Minutes & Matters arising

- 2.1. Draft minutes March meeting and matters arising

Resolution:

That Council approves the minutes for the meeting held in March 2016.

Proposed: Shane Mooney
Carried without dissent

Seconded: Shane Knox

3. Director's Report

The Director verbally introduced items on the report.

SI 449 Medicinal Products (Prescription and Control of Supply) – Education and Training Standards - Update

The Director reported that external assistance will be required to advance and conclude this work for Q2 and may involve expressions of interest/tendering process before this Council ends in June.

UL Paramedic Studies application - update.

The Director confirmed that meetings are ongoing with the recognised institution; Paramedic Studies, Graduate Entry Medical School, University of Limerick (GEMS) in relation to progressing the Paramedic

Course which is currently conditionally approved on the basis of meeting all PHECC requirements. The Education and Standards Committee were apprised of these developments at its meeting. Subsequent to full submissions of all requirements by GEMS Council will be asked to consider this matter at the June meeting.

Members were also updated on the current status of the Responder Alert Application (RAapp). It was reported that discussions are ongoing between the developers of the RAapp and NAS; PHECC are currently in the process of organising a meeting with all three parties.

Other agenda items included in the report were addressed later in the meeting.

3.1. Delegated decisions

The report for delegated decisions was included for information. The Director outlined the detail on each and member noted this item.

4. **Governance and Finance**

4.1. C & AG Management Letter 2014

The Management Letter from the C&AG in relation to the 2014 financial statements was included for information. Members noted this item.

4.2. Audit of Financial Statements 2015

The C&AG letter of engagement and instructions for the Audit of Financial Statements 2015 which introduces a change in the manner in which the financial statements are to be presented in accordance with the introduction of a new standard (FRS 102).

The Deputy Director explained the changes required for the 2015 financial statements. It was acknowledged this is a substantive piece of work. The 2014 accounts will also need to be reconfigured to show these changes to enable comparisons between years. Members noted this item.

5. **Registration Matters**

5.1. National Vetting Bureau

Correspondence from the National Vetting Bureau was included for information. Members were informed that it is anticipated the National Vetting Bureau (Children and Vulnerable Persons) Act 2012 will commence at the end of this month. PHECC are a Scheduled Organisation as defined in Schedule 2 of the Act, and are required to notify the National Vetting Bureau in writing of Specified Information as defined in the Act. In relation to licenced service providers, section 21 - Retrospective Vetting of all staff will be also be introduced once the Act is commenced over a period of time. It was confirmed this is a matter for employers to ensure staff are vetted.

5.2. Register Update

The report containing the names for awarding of the NQEMT along with a list of names for entering in the appropriate division on the Register was included in the meeting papers and noted by Council.

5.3. Fitness to Practice – Update

It was reported that the Preliminary Screening Committee has met recently and recommended two individuals go forward for full fitness to practice hearing. Prof. Pat Plunkett agreed to Chair this committee.

6. Information and Standards

6.1. PCR Information Standard 2016

The PCR Information Standard 2016, as recommended by the Medical Advisory Committee (MAC) was included for consideration. It was noted that the Ambulatory Care Report Information Standard (ACR), which includes Event data elements will be considered by the MAC at the next meeting.

Resolution:

That Council approves the PCR Information Standard 2016 as presented.

Proposed: Mick Molly

Seconded: Shane Mooney

Carried without dissent

7. Clinical Governance Matters

7.1. CPGs for approval

A total of 8 updated CPGs as recommended by the Medical Advisory Committee for consideration by Council.

Resolution:

That Council approves the 8 CPGs as presented.

Proposed: Shane Knox

Seconded: Martin Dunne

Carried without dissent

8. Quality and Safety

8.1. CISM eLearning – for information

A verbal report was provided on the background and update on progress of this project. The Chair commented that this work has progressed well over the period of Council.

9. Education and Standards

9.1 Continuing Professional Competence for all PHPs registered with PHECC in Ireland

The report on the Continuing Professional Competence for all PHPs registered with PHECC in Ireland was included in the papers for information. The Director confirmed it is going to the Education & Standards committee in May and will be brought back to Council at the June meeting.

9.2 Educational Entry Requirements for Courses Leading to the Award of NQEMT Paramedic and NQEMT Advanced Paramedic in Ireland

The report commissioned through RCSI to determine the efficacy of 6 leaving certs passes as an entry criteria was included in the papers. This item was previously raised at Council. The report concluded that the current criteria be maintained. Following discussion It was suggested it may be prudent that the RPL policy of recognised institutions with approval for Paramedic training to

facilitate people who do not meet the basic entry level leaving certificate criteria to enable access to the Paramedic Course.

Martin Dunne, as National Director of the HSE/NAS advised Council that this matter is near resolution stage and no further action by Council is anticipated at this time.

10. AOB

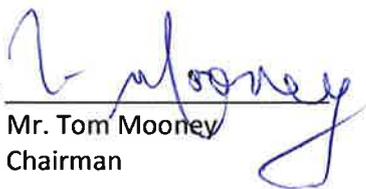
10.1 Recent Boxing Tragedy

The Director updated members on the recent media coverage of the boxing tragedy in Dublin and any possible implications for registered practitioner(s) involved. He confirmed that the Registrar would need time to fully investigate formally. It was suggested it may be timely to liaise with the Sports Council on sports events. It was confirmed that the subgroup of MAC is currently doing work on this and it can be examined further in this forum.

There being no further business the meeting closed. The Chair confirmed that the May meeting will be deferred. The next and final meeting for this Council will take place on the 8th June in Killarney as part of the EMS Gathering event.

Signed: _____

Mr. Tom Mooney
Chairman



Date: _____

