

**Minutes of the Professional and Regulatory Policy Committee Meeting held virtually on 11 June 2021 via Microsoft Teams.**

**Agenda Item A - Apologies**

Name		Present (Yes/No)
Ms Muireann Ní Shuilleabháin (Chair)		y
Mr Hugo Bonar		y
Ms Nicola Cantwell		n
Dr Ailis Quinlan		n
Prof Brian Kirby		part
Mr Sean Reilly		y
Ms Ann Sheehan		y
Mr Paul Turpin		y
<b>Members of PSI staff in attendance:</b>		
Mr John Bryan		
Mr Niall Byrne		
Mr Pádraig Corbett		
Ms Éilis Crimmins		
Ms Ciara Dooley		
Ms Damhnait Gaughan		
Dr Cora Nestor		
Ms Úna Ní Chárthaigh		
Ms Lesley Nugent		
Ms Cora O'Connell		

## **Agenda Item B - Declaration of Interests**

### **Issue**

The Chair invited members of the Committee to declare any conflicts of interest regarding any of the items scheduled for discussion at the meeting before it commenced.

### **Information**

There were no declarations of interest from Committee members.

## **Agenda Item C – Approval of meeting agenda**

### **Issue**

The Committee was asked if they were content to proceed with the meeting as per the agenda.

### **Information**

A copy of the meeting agenda had been circulated in advance of the meeting.

### **Decision Approved, and/or Action Requested**

The Committee agreed to proceed with the meeting agenda.

## **Agenda Item D – Approval of minutes**

### **Issue**

Approval of the Minutes of the Professional and Regulatory Committee meeting held on 9 April 2021.

### **Information**

The Chair noted that the draft minutes of the Professional and Regulatory Committee Meeting held on 9 April 2021 had been circulated to Committee members in advance of the meeting and that no amendments had been received.

### **Decision Approved, and/or Action Requested**

The Committee approved the minutes of the meeting held on Friday, 9 April, on the proposal of Hugo Bonar and seconded by Paul Turpin.

## **Agenda Item E – External Response to COVID-19 Pandemic**

### **Issue**

The Committee was provided with an update on the PSI external response to COVID-19 pandemic including an update on the available training courses for the approved COVID-19 vaccines and the roll-out of COVID-19 vaccinations in community pharmacies. An update on the PSI's external response to COVID-19 was circulated in advance of the meeting.

### **Information**

The Committee was informed that the COVID-19 vaccination programme will now expand to include community pharmacies, which will commence week of 14 June with the administration of the Janssen vaccine for the completion of over 50s. The Committee was informed that the HSE has confirmed that approximately 1000 pharmacies will be participating in this part of the COVID-19 vaccine programme.

The Committee was also informed that the PSI has been working with the HSE and IPU via a vaccination programme subgroup group to develop comprehensive and supportive operational guidance on how COVID-19 vaccination services will operate in community pharmacies. The PSI will be writing to superintendent pharmacists in the pharmacies, that will be providing the service, to provide support.

The Committee was also informed that the HSE has clarified that a subset of 350 pharmacies will support the extension to further age cohorts, with the Pfizer vaccine a particular focus in supporting local communities that are some distance from the vaccination centres.

### **Decision Approved, and/or Action Requested**

Update noted by Committee.

## **Agenda Item F – Influenza vaccination training requirements for 2021/2022**

### **Issue**

The Committee was asked to reaffirm the modular training pathway applicable for the next influenza vaccination season.

### **Information**

The Committee discussed the Influenza vaccination training requirements pathway for 2021/2022. The Committee was informed that the training requirements for the supply and administration of vaccinations and emergency medicines are reviewed by the PSI in advance of each vaccination season. The Committee was informed that comparator analysis of international training requirements, and a consultation with two key national stakeholders was carried out.

The Committee discussed the comparative analyses, including cost and time implications, and the way in which the training is carried out in other countries. The Committee also discussed the high standards that patients can expect from their pharmacist and the trust that the public place in training requirements for the influenza vaccine being appropriate.

### Decision Approved, and/or Action Requested

The Committee considered the Influenza vaccination training pathway requirements proposed for the 2021/2022 and recommended this to the Council for approval, on the proposal of Ann Sheehan and seconded by Hugo Bonar.

## **Agenda Item G – IIOp ePortfolio Review Policy**

### Issue

The Committee was provided with a memo and the IIOp's ePortfolio Review Policy for 2021/2022 in advance of the meeting.

### Information

The Committee was informed of the proposed changes in the Policy, which include;

1. communications to pharmacists regarding the ePortfolio Review process will be now done by email,
2. review of the ePortfolio submissions will be carried out by the IIOp, which was previously carried out by peer review pharmacists;
3. 5% of submissions to be reviewed against the standards will be reviewed by an external examiner. This was previously carried out by the IIOp.

The Committee was informed that proposed changes to the Review Policy, if accepted, would introduce changes to the service level agreement associated with the contract for the delivery of the IIOp, and will introduce cost savings.

The Committee discussed the exemptions from the ePortfolio review and highlighted the need to make this clearer for pharmacists who have never engaged in the ePortfolio review process. The Committee asked that availability of an Extenuating Circumstances Process be made clearer in the document for those engaging in the ePortfolio review process

### Decision Approved, and/or Action Requested

The Committee considered the ePortfolio Review Policy for 2021/2021 and recommended this to the Council for approval, on the proposal of Hugo Bonar and seconded by Brian Kirby.

## **Agenda Item H – Draft report on the use and learn for the COVID Operational Standards**

### Issue

The Committee was provided with the overview report and presentation on findings and learnings from the current use-and-learn phase for the COVID-19 Operational Standards.

## Information

The Committee discussed the draft report. The Committee was informed that the PSI carried out fieldwork testing in 41 pharmacies during the current 'use and learn' period of the Operational Standards. The Committee was informed that an overview report has been produced which provides the key learnings and observation from the visits and an overview of the development of the PSI COVID-19 Operational Standards for pharmacies. The Committee welcomed the report and discussed the key focus areas in the report, particularly on breaks for pharmacists.

The Committee thanked the Executive for the work in drafting this report.

## Decision Approved, and/or Action Requested

The Committee considered the Overview Report on the COVID-19 Operational Standards for Pharmacies and recommended this to the Council for approval, on the proposal of Hugo Bonar and seconded by Ann Sheehan.

## **Agenda Item I – 2021 Committee Workplan**

### Issue

The Committee was provided with an update on the projects included in its 2021 Committee workplan, including the review of the PSI's Regulatory Risk Statement, developing a revised Core Competency Framework for Pharmacists, review of the CPD Model and on the reform of the Pharmacy Act. The Committee was also provided with an update on the implementation of Falsified Medicines Directive.

## Information

The Committee was provided with an update of the projects it is overseeing in 2021. The Committee was informed that six projects are currently on track, one project is on amber status (but not at-risk), and one project is due to commence in Q4 of 2021.

- Regulatory Risk Statement

The Committee was informed that international research is ongoing in relation to the management of regulatory risk, and a meeting with the College of Veterinarians of Ontario has taken place. Meetings are also being conducted internally in relation to the data the PSI holds, which will inform the development and design of structures to be put in place to operationalise the Risk Statement.

- Core Competency Framework (CCF) for Pharmacists

The Committee was informed that the Steering Group has held four meetings and an external chair has been appointed. The Committee was also informed that an EOI was recently issued to pharmacists and stakeholders seeking interest from persons who wish to participate as part of working groups to support the project.

- Review of the CPD model

The Committee was informed that a survey was issued to pharmacists and over 500 responses were received. A survey report is currently being compiled. The Committee was also informed that stakeholder engagements is now being progressed with key stakeholders as part of the on-going scoping exercise.

- Advance reform of the Pharmacy Act

The Committee was informed that this project was suspended in 2020 due to COVID-19. The Committee was informed that the project has recommenced in 2021 and currently a SWOT analysis is being undertaken to understand the challenges encountered with the current Act which will inform the PSI's position on the need for reform of the Act. The Committee discussed the three "pillars" contained in the current Act and the drivers for change.

- Implementation of Falsified Medicines Directive

The Committee was informed that a meeting of the National Safety Features Oversight Group took place on 13 June, to discuss the end of the 'use and learn' period. The Committee was informed that the PSI has made contact with the pharmacies who have not yet engaged with the scanning process, and those who have limited engagement with the process. The Committee discussed that safety patient safety aspect and the need for pharmacy's' engagement in this area.

### Decision Approved, and/or Action Requested

Updates noted by Committee.

## **Agenda Item J – AOB and Plus-Delta**

### Issue

Any other business and Plus Delta feedback.

### Information

The Committee was informed that a review of the Council and Committees effectiveness is currently underway and that Cheryl Stokes will contact Committee members to organise a workshop.

The Chair noted that this was Hugo Bonar's last meeting. The Chair, Committee members and the executive thanked him for his valuable contributions over the last number of years.

### Plus Delta

Plus +	Delta Δ
Good lively discussion from all members of the committee  Finished on time with sufficient time given to all agenda items  Summary at close of meeting, regarding what was recommended to go to council, was helpful	Virtual environment is tiring and more difficult to engage in discussions
Good meeting, well chaired.	Like to see reform of the Pharmacy Act as a full item on a future agenda.
There was good in-depth discussion.	

**The meeting concluded at: 11.50am**

**Signed by:**

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**Chair**

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**Date**