
Agenda Item J.1

Report on material decisions of the Regulatory and Professional Policy Committee

From: Rory O'Donnell, Chair of the Regulatory and Professional Policy Committee

The Regulatory and Professional Policy Committee met on Thursday, 30 November 2023, at 10am. The meeting was held online via MS Teams.

The agenda items below refer to the matters before Council for decision.

The full agenda for the Committee meeting can be found in Annex 1, and this highlights the additional items discussed and items that were for information only.

Agenda Item E.2 - Operationalisation of Third Country Qualification Recognition Route - Application fee waiver policy – eligibility

The Committee were provided with the memo in advance of the meeting. The Committee discussed the application fee waiver policy and agreed it was a necessary change.

The Committee is recommending that the application fee waiver policy be approved by Council.

Agenda Item I.2 - Report of the Review of the Continuing Professional Development Model (Pharmacists)

The Committee were afforded two opportunities to review drafts of the report for the Review of the Continuing Professional Development Model - the first at a dedicated meeting on 16 November, and the second at the 30 November meeting.

Feedback from the Committee on 16 November was that in general the recommendations within the report were appropriate and the premise thereof were accepted; however, some rephrasing of the recommendations should be considered to enhance clarity. The Committee also recommended a number of updates to the body of the report. Committee agreed that the key deliverables required from the report were met with reference to the tender request.

Two versions of the updated report were circulated to the Committee members at the meeting of 30 November 2023, one with tracked changes and the other a clean version to illustrate the updates implemented.

The Committee is recommending that the report of the Review of the Continuing Professional Development Model (Pharmacists) be accepted, and the recommendations therein approved by Council.

Agenda Item K.2 - Annual Workplan – IOP - decision to recommend to Council

The Committee was provided with the IOP Annual Work in advance of the meeting. The Committee discussed the Workplan and noted the areas highlighted for Continuous Professional Development initiatives were relevant and beneficial for the profession. The Committee considered the costings of some of the courses in relation to attendance levels, and mooted that increased promotion of these courses by the Executive may help improve attendance levels. The Committee asked if there was any flexibility in making changes to the Workplan. The Committee was advised that there was flexibility available if necessary.

The Committee is recommending that the IOP Annual Work be approved by Council.

Agenda Item L - Annual Reports from Schools of Pharmacy

The Committee were provided with the memo and annual reports from the three schools of pharmacy in the State in advance of the meeting. The Committee discussed the reports and noted the respective reviews of the Chairs of the Accreditation Panels. No matters which affect the on-going accreditation of the schools of pharmacy were noted. The Committee welcomed the rising student enrolment figures, stating that this is significant in light of the Workforce Intelligence Report findings.

The Committee notes to Council that the annual reports have been received by the Registrar, from the schools of pharmacy, as required under the legislation.

**Agenda for PSI Regulatory and Professional Policy Committee
held on 30 November 2023 at 10am.**

The meeting will be in hybrid format held at PSI House and on Microsoft Teams.

Colour code: Red—for decision; Green—for discussion; Blue—for information

Agenda Notation: * - document provided in advance; ** - will be presented in slide deck at meeting;
*** - verbal update

Indicative time	Item and descriptor		Presenter
10.00	A	Apologies	Chair
10.02	B	Declaration of Interests (See appendix A below)	Chair
10.03	C	Approval of Meeting Agenda*	Chair
10.04	D	Approval of Minutes – 16 November 2023 meeting*	Chair
10.05	E	Operationalisation of Third Country Qualification Recognition Route	J Bryan
	E.1	Update on operationalising the TCQR route process leading to registration as a pharmacist*	
	E.2	Application fee waiver policy – eligibility*	
	E.3	Project Health Card Update*	
10.25	F	Update on advancing our actions to contribute to Ireland’s second National Action Plan on Antimicrobial Resistance 2021-2025 (known as iNAP2)*	D Burns/O Carroll
10.30	G	Patient Safety and Quality Initiatives	J Bryan
	G.1	Guidance for Pharmacy Governance Roles***	
	G.2	Delineation of Retail Pharmacy Businesses***	
10.45	H	Development of CPD Model for Pharmaceutical Assistants	A Boland
	H.1	Update on the implementation of the CPD Model for PAs***	

11.00	I	CPD Model for Pharmacists	D Gaughan/ C O'Connell
	I.1	Memo on Review of CPD Model for Pharmacists*	
	I.2	Report of the Review of the Continuing Professional Development Model (Pharmacists)*	
11.45	J	Update on Accreditation Standards for CPD Programmes Project***	A Boland
12.00	K	IOP Updates	D Gaughan/ C O'Connell
	K.1	Quarterly update on IOP operations and developments*	
	K.2	Annual Workplan – IOP - decision to recommend to Council*	
12.10	L	Annual Reports from Schools of Pharmacy*	A Boland
12.20	M	2023 Work Plan Projects – Project Health Cards	
	M.1	Community Pharmacy - Standards Based Regulatory Model*	J Bryan
	M.2	Update on Emerging Risks to the Future Pharmacy Workforce project*	D Gaughan
	M.3	Advance Reform of the Pharmacy Act*	D Burns
	M.4	Development of a Patient Experience Programme*	D Burns
12.40	N	Proposed meeting dates for 2024 <ul style="list-style-type: none"> • Thursday, 15 February • Thursday, 11 April • Thursday, 6 June • Thursday, 19 September • Thursday, 28 November 	Chair
	N.1	AOB -Meeting close-	

We anticipate the meeting should end at approximately 12.50pm – Rory O'Donnell, Chair of the Regulatory and Professional Policy Committee.

APPENDIX

Pharmacy Act 2007 Schedule 1, Section 9: Disclosure of certain interests

9. (1) In this paragraph— “connected relative”, in relation to a person, means a spouse, a man and woman who are not married to each other but are cohabiting as husband and wife, parent, brother, sister, child or spouse of a child of the person;

“meeting” means a meeting of the Council or of a committee of the Council;

“member” includes a member of a committee of the Council;

“specified matter” means—

- (a) an arrangement to which the Council is a party or a proposed such arrangement, or
- (b) a contract or other agreement with the Council or a proposed such contract or agreement.

(2) A member present at a meeting where a specified matter arises who, otherwise than in his or her capacity as a member, has an interest in that matter—

- (a) shall at the meeting, disclose that fact and the extent of the interest,
- (b) may not influence or seek to influence a decision to be made in relation to the matter,
- (c) shall absent himself or herself from the meeting or that part of the meeting during which the matter is being discussed,
- (d) may not vote on a decision relating to the matter, and
- (e) may not take part in any further deliberation of the Council or any of its committees relating to the matter.

(3) For the purposes of this paragraph, but without prejudice to the generality of *subparagraph (2)*, a member shall be regarded as having an interest in a matter if a connected relative of that member or a nominee of either of them has such an interest.

(4) The disclosure shall be recorded in the minutes of the meeting and, for as long as the specified matter is being dealt with by the meeting, the member making the disclosure may not be counted for the purposes of determining the presence of a quorum for the meeting.

(5) The question of whether a member’s course of conduct, is or would be a contravention of *subparagraph (2)* shall be determined by the chair, whose decision shall be final, and the particulars of the determination shall be recorded in the minutes of the meeting.

(6) Where the member referred to in *subparagraph (4)* is the chair, the meeting shall choose another member to chair it for the purposes of the determination.

(7) If satisfied that a member has contravened *subparagraph (2)*, the Minister may remove the member from office and that person is then disqualified from office.

