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## Agenda Item F.1, G.1, K.1, K.2 and M

### Report on material decisions of the Regulatory and Professional Policy Committee

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

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The Regulatory and Professional Policy Committee met on Wednesday, 21 February 2024, at 2 pm. 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#### Agenda Item F.1 - Patient Safety and Quality Initiatives - Draft Guidance on Pharmacy Governance Roles

The Committee heard that this draft guidance provides a principles-based outline of the governance responsibilities of the pharmacy owner, superintendent pharmacist, supervising pharmacist, and all pharmacists involved in the operation of a retail pharmacy business. Four overarching governance principles have been utilised to provide clarity on the differing responsibilities in relation to each pharmacy governance role.

The Committee discussed the draft guidance, acknowledged that it was a useful and timely piece of work, and was pleased to see key details on the roles and responsibilities of pharmacy owners included in the draft guidance.

The Committee is recommending that the PSI Guidance on Pharmacy Governance Roles be approved by the Council.

#### Agenda Item G.1 - Revised Continuing Professional Development Model for Pharmacists - Proposed Practice Review Policy Amendment

The Committee heard that the proposed amendment to the Practice Review Policy follows on from the acceptance by the Council at its meeting on the 14 December 2023, of the recommendations outlined in the Review of the Continuing Professional Development (CPD) Model for Pharmacists in Ireland report. This recommends, among other things, that Practice Review should be removed from the CPD Model for Pharmacists going forward.

The Committee was asked to consider the proposed changes to the IOP Practice Review Policy: this is to align and be congruent with the Council decision of 25 January to suspend the Practice Review Events for 2024. The Committee discussed the Proposed Practice Review Policy Amendment and agreed it was a necessary change.

The Committee is recommending that the Proposed Practice Review Policy Amendment be approved by Council.

## Agenda Item K.1 - MPharm Programme - MPharm Accreditation Standards

The Committee was briefed about the Review of the Accreditation Standards for the Five-Year Master's Degree Programmes in Pharmacy, which commenced in quarter four of 2023.

This review was conducted in the context of the PSI responsibilities deriving from the Pharmaceutical Society of Ireland (Education and Training) (Integrated Course) Rules 2014. As part of the review, a benchmarking exercise against the accreditation standards of international pharmacy programmes and Quality and Qualifications Ireland (QQI) was undertaken, as well as a consultation process with the Schools of Pharmacy.

The review found the Accreditation Standards remain fit for purpose. As a result, no amendments to the Accreditation Standards were recommended.

It was confirmed that should the need arise, a review of the Accreditation Standards can commence prior to the end of the approval period, which is for a maximum of five years.

The Committee agreed that the standards were fit for purpose.

The Committee is recommending that the MPharm Accreditation Standards be approved by Council for a further five years.

## Agenda Item K.2 - MPharm Programme - MPharm Accreditation Policy

The Committee heard that a review of the Accreditation Policy for National Pharmacy Degree Programs (MPharm) commenced in January 2024. The review was undertaken to ensure the policy remains fit for purpose. The Accreditation Policy is used to inform procedures for proposed accreditation visits, with the next visits due to be undertaken in 2025. As part of the review, a consultation process with the current Schools of Pharmacy and potential new Schools of Pharmacy was undertaken. In response to the feedback received through that consultation process, and to feedback received from members of the Professional Standards Team, minor amendments were made to correct factual inaccuracies, provide clarity on the approval and appointment of accreditation team members, and amend the management of the Annual Reporting process to reflect the relevant legislation. The Committee discussed and agreed that the policy was fit for purpose.

The Committee is recommending that the MPharm Accreditation Policy be approved by Council.

## Agenda Item M – Approval of Regulatory and Professional Policy Committee Workplan 2024

The Committee discussed the draft workplan that sets out the key strategic projects from the PSI Service Plan 2024 that will be overseen by the Regulatory and Professional Policy Committee. The Committee noted the indicative schedule of work to be carried out in 2024. The Committee commended the Executive for presenting a dynamic and clear workplan.

The Committee is recommending its Regulatory and Professional Policy Committee Workplan 2024 to Council for approval.

**Agenda for PSI Regulatory and Professional Policy Committee  
held on 21 February 2024 at 2 pm.**

**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
14.00	A	Apologies	Chair
14.02	B	Declaration of Interests (See appendix A below)	Chair
14.03	C	Approval of Meeting Agenda*	Chair
14.04	D	Approval of Minutes – 30 November 2023 meeting*	Chair
14.05	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	Project Health Card Update*	
14.20	F	Patient Safety and Quality Initiatives	J Bryan
	F.1	Draft guidance on pharmacy governance roles and responsibilities*	
	F.2	Project Health Card*	
14.35	G	Revised CPD Model for Pharmacists	D Gaughan/ C O'Connell/ Padraig Corbett
	G.1	Proposed Practice Review Policy Amendment*	
	G.2	Update on CPD Model Development for Pharmacists(*)(**)	
	G.3	Project Health Card Update	

14.50	H	Development of CPD Model for Pharmaceutical Assistants	A Boland
	H.1	Project Update***	
	H.2	Project Health Card Update*	
15.05	I	Emerging Risks to Future Pharmacy Workforce	D Gaughan/ C O'Connell/ A Boland
	I.1	Project Update***	
	I.2	Project Health card update*	
15.20	J	IIOOP Updates	D Gaughan/ C O'Connell
	J.1	Quarterly update on IIOOP operations and developments*	
15.25	K	MPharm Programme	D Gaughan/ A Boland
	K1	MPharm Accreditation Standards*	
	K2	MPharm Accreditation Policy*	
15.35	L	Expert Taskforce – Implementation of Recommendations to Support the Expansion of Pharmacist Roles	D Burns
	L.1	Update on implementation of Recommendation 1: Prescription Extension***	
	L.2	Project Health Card update*	
15.45	M	Approval of Draft Regulatory and Professional Policy Committee Workplan 2024*	Chair
15.55	N	2024 Work Plan Projects – Project Health Cards	
	N.1	Implementation of Policy Development Relating to Pharmacy*	D Burns
	N.3	Pharmacy Act Reform*	D Burns
16.00	O	AOB -Meeting close-  Next meeting date: 11 April 2024	Chair

*We anticipate the meeting should end at approximately 4pm – 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.

