

Minutes

The Public session of the 18th Meeting of the Pharmaceutical Society of Ireland established pursuant to the Pharmacy Act 2007 was held at 10.15am on Tuesday 25th May 2010 at the offices of An Bord Altranais, Blackrock, Co. Dublin.

Council Members present:: Ms. N. Harvey, President, Mr. P. Fahey, Vice-President, Mr. S. Boyle, Ms. L. Clarke, Ms. M. Doherty, Dr. A. Frankish, Dr. P. Gallagher, Ms. C. Hallahan, Mr. E. Hanly, Mr. A. Horan, Ms. I. Kelleher, Ms. D. Larkin, Ms. K. Mulvena, Ms. M. Ní Longáin, Prof. J. Nunn, Ms. R. Purcell

PSI staff in attendance: Dr. A. McLoughlin (Registrar), Ms J. Aylward, Mr. J. Bryan, Ms. B. Chamberlaine, Ms C. Hogg, Ms L. Horgan, Ms. C. McGoldrick, Mr. T. McGuinn, Mr. S. O hAodha, Ms. K. O'Flaherty, Mr. T. Reilly, Dr. C. Stokes.

1. Apologies

Mr. J. Collins, Dr B. Leddy, Dr. J. Hillery, Mr S. Hurley, Asst. Comm N. O'Sullivan

A minute's silence was observed in honour of our late colleague Dr. Joan Warren.

Outgoing Council member Mr. D. O'Loughlin addressed Council prior to the start of the meeting.

The President congratulated Ms. L. Clarke on her recent appointment to Council and welcomed her to her first Council meeting.

2. Declaration of Interests (Appendix A)

The President referred to Appendix A in Council documentation.

“Paragraph 9 of Schedule 1 to the Pharmacy Act 2007, deals with the necessary disclosure of certain interests by members of the Council and by members of its various committees. Those requirements are also reflected in the Code of Conduct adopted for Council members which also requires that they “be honest and open with regard to conflicts of interest (either real or perceived). Members must not use their position for personal gain in either business, political or social relationships. Therefore, a member who has, or may be perceived to have, such a personal interest in a particular matter under consideration should declare that interest, withdraw from all discussions relating to it and take no part in any vote on such matter.”

A copy of paragraph 9 of Schedule 1 to the Act, relating to the disclosure of certain interests is therefore included as Appendix A and all members of the Committee are strongly advised to familiarise themselves with its contents.

3. Election of President and Vice President

Dr. Cheryl Stokes (Presiding Officer) notified Council that there had been one nomination for President (Ms N. Harvey) and one nomination for Vice-President (Mr. P. Fahey). The nominations for the two offices were put to a formal paper vote and the count was conducted by Dr. Stokes with the assistance of the Assistant Presiding Officer, Mr. T. McGuinn. 16 votes were cast and Ms. N. Harvey and Mr. P. Fahey were confirmed as President and Vice President. The President and Vice-President made a brief address to Council and said they both looked forward to continuing in their roles. The Registrar congratulated both Ms. Harvey and Mr. Fahey and welcomed the opportunity to continue working with them on, among other areas, the important upcoming developments in pharmacy practice.

3.2 Draft Minutes of meeting No. 17 – Public : (Appendix C: Sent 18th May 2010)

It was noted that Prof. John Kelly's correct title is Head of School of Pharmacy at the RCSI and the Minutes were amended accordingly.

The draft Minutes of the Public meeting of Public meeting number 17, held on 25th March 2010, were approved.

The Minutes were proposed and seconded by:

1. Ms. M. Ni Longain
2. Dr. P. Gallagher

Action¹: Office of the Registrar

3.3 Approval of the syllabi for the Professional Registration Examinations in May 2010 and November 2010 (Appendix D: Sent 20th May 2010)

Dr. P. Gallagher briefed Council on the Professional Registration Examination Syllabus for May 2010 and confirmed that four candidates had applied to sit the examination.

The syllabus for the Professional Registration Examination Syllabus in May 2010 was unanimously approved by Council.

Dr. P. Gallagher introduced Dr. Aisling O'Leary (Director of Studies for the National Pharmacy Internship Programme (NPIP) at RCSI) to explain the proposed syllabus for the November examination, as there is considerable divergence between the syllabi for the May and November exams. In line with the agreement entered into by the PSI and the RCSI, the RCSI is assisting the PSI in the development of the syllabus, format and examination of the Professional Registration Examination in accordance with Part 5 of the Pharmaceutical Society of Ireland (Education & Training) Rules 2008. The agreement also provides that the syllabus, structure and format of the Examination is subject to the prior approval of the Council of the PSI. The November 2010 sitting will be planned, managed and administered by RCSI on behalf of the PSI.

Dr. O'Leary explained the syllabus for the examination and gave an overview of the NPIP, outlining its modular structure which is based on a defined competency framework designed to ensure the future practitioner is competent to practise safely and skilled in diverse scientific, behavioural and clinical concepts to benefit patient outcomes and health.

Council commended the syllabus for November and praised its comprehensive nature.

The syllabus for the November 2010 examination was unanimously approved by Council.

1. Prof. J. Nunn
2. Ms. D. Larkin

Action²: Professional Development and Learning

Dr. Gallagher advised Council that in line with the findings from the interim report of the PEARs Project based on stage C – the review of the former pre-registration year – which had been considered by the PEARs Project Steering Group and by the Professional Development & Learning Committee, it was proposed to bring forward the date of the Professional Registration Examination over the coming years. This would also reflect the need to bring the end date of the five-year qualification into line with other EU member states. Therefore, during the course of the interim National Pharmacy Internship Programme (2009-12), the Professional Registration Examination for the 2010-11 cohort of pharmacy interns would be held in mid-October 2011 and the date of this Examination for the 2011-12 cohort would be at the beginning of October 2012. This proposal was noted and agreed by Council.

3.4 Approval of the RCSI Pharmacy Tutor Orientation and Accreditation training course for the 2009/10 academic year (Appendix E: sent 20th May 2010)

Dr. P. Gallagher declared a conflict of interest for Agenda items 3.4 and 3.5 and informed Council that Prof. J. Nunn had deputised as chair for these items at the last meeting of the Professional Development & Learning Committee, before leaving the room.

Prof. J. Nunn informed the meeting that a new training programme for tutors had been developed and delivered by the RCSI on behalf of the PSI for the 2009/10 academic year in the context of the National Pharmacy Internship Programme and as provided for in the Agreement signed by the PSI and the RCSI and that Council is required to approve this new programme for the purposes of the PSI (Education and Training) Rules 2008 (S.I. 493).

Prof. J. Nunn invited Mr. S. Boyle to give an overview of the working group, set up by the Professional Development and Learning Committee to review the tutor training days run by the RCSI for the 2009/10 academic year. The Tutor Pharmacist Course Review Group comprised the following: PD&L Committee members Dr. Tamasine Grimes, Research Pharmacist, Adelaide and Meath National Children's Hospital, Mr. Stephen Boyle, Member of the PSI Council. Mr. Criofan Shannon, a community pharmacist and experienced tutor pharmacist (and also a member of the Professional Conduct Committee). The working group's recommendation had been approved by the PD&L Committee which was submitting the recommendation to Council that the RCSI programme for this academic year meets the standard set by the previous Tutor Pharmacist Training Course run by the PSI in conjunction with the IPA, and in certain aspects has exceeded that standard.

The RCSI Pharmacy Tutor Orientation and Accreditation training course for the 2009/10 academic year was approved by Council. Proposed and Seconded by:

1. Ms L. Clarke
2. Mr. S. Boyle

Action³: Professional Development and Learning

3.5 Decision on next accreditation visit for the BSc(Pharm) programme delivered by the RCSI (Appendix F: Sent 20th May 2010)

Prof. J. Nunn outlined to the meeting that the last statutory accreditation visit to the RCSI in respect of its BSc (Pharm) programme took place in April 2006 and Council had recommended that a return visit be made within four years. However it was proposed to postpone the next accreditation visit for a year. Such extension would be in line with the PSI (Education and Training Rules) 2008 (S.I. 493) which allows for a review by Council at least every five years of an accredited programme. The extension would also allow for the development of the new accreditation process arising from the recommendations contained in report for the Pharmacy Education Accreditation Reviews (PEARs) Project.

Council approved that the next accreditation visit for the BSc(Pharm) programme delivered by the RCSI should take place in 2011. Approved and seconded by:

1. Mr. P. Fahey
2. Ms. R. Purcell

Action⁴: Professional Development and Learning

3.6 Motion No 1: PSI Fees Amendment Rules 2010: Temporary Relocations (Appendix G: Sent 18th May 2010)

In the absence of Dr. J. Hillery, Chairperson of the Registration and Qualification Recognition Committee, Mr. T. McGuinn was invited to address the meeting on this matter. Mr. T. McGuinn indicated that a previous version of the Motion had been presented to Council at their meeting on 26th January last, and the revised version now before Council incorporated changes made by the Department of Health and Children's legal advisers who recommended

the addition of a late fee which would apply in situations where application is made within 60 days of opening and in which case a further €500 would be payable (i.e. a fee of €1500).

The Motion in relation to the PSI Fees Amendment Rules 2010: Temporary Relocations was approved by Council. Proposed and Seconded by:

1. Ms. R. Purcell
2. Dr. P. Gallagher

Action⁵: Registration Unit

3.7 Motion No. 2: Delegation of Council in relation to its functions under section 60 of the Pharmacy Act 2007 (Appendix H: Sent 18th May 2010)

In the absence of Dr. J. Hillery, Chairperson of the Registration and Qualification Recognition Committee, Mr. T. McGuinn was invited to address the meeting on this matter. Mr. McGuinn clarified that this Motion delegated power to the Registrar in relation to the cancellation of the registration of persons to whom the registration applies or who is the owner of a retail pharmacy business to which the registration relates (a) has failed to pay a retention fee or a fee for recording a change in the register, and (b) having been notified at least twice by the Registrar of that failure, continues so to fail.

Motion No. 2: Delegation of Council in relation to its functions under section 60 of the Pharmacy Act 2007, was approved by Council. Proposed and Seconded by:

1. Ms. M. Ní Longáin
2. Ms. C. Hallahan

Action⁶: Registration Unit

3.8 Review of Terms of Reference of Committees (Appendix I: Sent: 18th May 2010)

The Registrar indicated that in line with the PSI's Corporate Strategy, terms of reference of Advisory Committees were currently being reviewed. The terms of reference of the Pharmacy Practice Development (formerly Standards and Practice Committee) were presented to the meeting for approval and those of other Committees would be presented in due course. Terms of Reference would be presented to Council for review annually.

It was noted that the Risk Register will be updated on an ongoing basis and that all Committees will review and consider the risks and related issues.

1. Ms. K. Mulvenna
2. Ms. M. Ní Longáin

3.9 Charter of Audit Committee (Appendix J: Sent 18th May 2010)

The President drew Council's attention to the revised Charter of the Audit Committee and asked for Council's approval of this. The President indicated that there had been no substantive changes to the document.

The Revised Charter of the Audit Committee was approved.

The President then invited Mr. Ray Dolan, Chair of the Audit Committee, to address the meeting. Mr. R. Dolan confirmed that the current Audit Committee has met on four occasions, twice in 2009 and to date twice in 2010. Two more meetings will be held in 2010, on the 7th of July and the 19th of October. The Committee is made up of the following members Mr. Dermot Magan, Ms. Eugenie Canavan, Ms. Michelle Ní Longáin, Mr. Noel Conroy and Mr. John Gloster and is supported by Dr. Cheryl Stokes and Mr. Seoirse OhAodha. Mr. Dolan advised Council that the Committee has reviewed the following areas: Risk Management and Internal Control, Corporate Governance, Internal Audit, Financial Statements and External Audit.

The Registrar assured Council that the recommendations of the Audit Committee are being implemented by the PSI. The President thanked the Audit Committee and Mr. Ray Dolan for their work and informed the Chair that she would like to meet with the Audit Committee at their next meeting.

Action⁷: Registrar's Office

3.10 Motion No. 3 regarding funds transfer to NTMA (Appendix K: Sent 18th May 2010)

Mr. S. O hAodha was invited to address the meeting. Mr. S. O hAodha confirmed that this Motion had been considered by the members of the Administration Finance and Corporate Governance Committee who agreed that PSI management should decide on the most suitable bank for investing funds held by the PSI. This Motion allowed the PSI to open an Account with the National Treasury Management Agency (NTMA). The funds currently reside with a financial institution which is not covered by the Irish Government's guarantee scheme. A discussion ensued as to the merits of investing funds in risk-averse versus low to medium-risk accounts. It was agreed that an investment policy is required as soon as possible in order to balance the preservation of, and maximum return on, the PSI's funds. This issue will be re-considered at the September Council meeting.

Motion No. 3 regarding opening of an account with NTMA was approved. Proposed and Seconded by:

1. Ms. M. M. Ní Longáin
2. Ms. C. Hallahan

Action⁸: Administration and Finance Unit

3.11 Deed of Removal in relation to Retiring Trustee of Pharmaceutical Society Pension Scheme. (Appendix L: Sent 18th May 2010)

This document removes former Council member Mr. Colm Fagan, as a Trustee of the PSI Pension Scheme. Ms. K. Mulvenna has agreed to take on that role.

The Deed of Removal in relation to Retiring Trustee of Pharmaceutical Society Pension Scheme was approved. Proposed and Seconded by:

1. Mr. P. Fahey
2. Mr. S. Boyle

Action⁹: Registrar's Office

3.12 Guidelines on Patient Consultation Areas in Retail Pharmacy Businesses. Public Consultation on draft 'Guidelines on Patient Consultation Area': Appendix M(i). Guidelines on Patient Consultation Areas in Retail Pharmacy Businesses: Appendix M(ii). Council briefing note: Appendix M(iii). (Sent: 18th May 2010)

Ms K. Mulvenna confirmed that substantive responses had been received to the initial documents and changes made by the Committee were reflected in the documents. She drew attention to the briefing note for Council, included in the documentation. Ms K. Mulvenna identified two key issues arising from the consultation process: (a) naming of the consultation area as Patient Consultation Area, and (b) Implications for continued registration process. Ms K. Mulvenna acknowledged the hard work of Committee and PSI staff on this project.

The Registrar stressed the importance of this document in enhancing the role of the pharmacist in ensuring quality patient care. He highlighted discussions with Dr. Barry White and Dr. David Vaughan of the HSE Quality and Clinical Care Directorate and confirmed that this initiative was considered essential in advancing pharmacy practice. The Registrar confirmed that all relevant bodies will be engaged with in ensuring procedures are in place.

Ms K. Mulvenna confirmed the Committee felt it necessary to be flexible in determining exceptional circumstances where pharmacies are not in a position to comply in full with the guidelines. The PSI will, however, encourage compliance and will give advice where necessary. Ms K. Mulvenna also confirmed consideration had been given to the issue of supervision in pharmacies where there was one pharmacist practising at any given time and was reassured that there were many possibilities for these pharmacist to ensure they meet all their professional obligations.

Mr. P. Fahey requested that the remit of the Fitness to Practice working group should be expanded to allow it to examine issues around the Patient Consultation Area and the continued registration process.

The Registrar stressed the legislative requirement for the consultation area. It was suggested that the Registration and Qualifications Recognition Committee should consider processes and procedures prior to implementation, and that policy should be made clear. The Registrar confirmed that the overall response has been very positive and confirmed that he is in consultation with the HSE in relation to hospital pharmacy concerns.

The Guidelines on Patient Consultation Areas in Retail Pharmacy Businesses were approved unanimously.

Action¹⁰: Pharmacy Practice Development

3.13 Financial Report: First Quarter 2010 (Sent 21st May 2010)

The Financial Report was taken as read. Ms R. Purcell congratulated the staff of the Finance Unit for their work and indicated that this report was presented in a revised format.

3.14 Codeine guidance implementation plan (Appendix N: Sent 18th May 2010)

Ms. K. Mulvenna addressed the meeting on this item and confirmed that following legal review after last meeting, an extra sentence was inserted in relation to the management of any data collected during the monitoring of sales of these medicines, that all such data be managed in accordance with Data Protection and other relevant legislation. The Committee had been asked to revert with an implementation plan and an implementation date of 1st August had been decided. Ms. K. Mulvenna confirmed that activity prior to that date will include media activity to raise public awareness and engagement with a range of stakeholders.

Ms. K. Mulvenna also confirmed that discussions have taken place with HSE addiction services to improve the provision of information to pharmacists regarding addiction services contact details. She added that consideration of all relevant factors including this issue was considered when deciding the effective date for implementation.

The Codeine Guidance Implementation plan was approved.

Action¹¹: Pharmacy Practice Development

3.15 Update on the implementation of the Report from the Commission on Patient Safety by Ms Marita Kinsella, Chief Pharmacist and Dr. Philip Crowley, Deputy Chief Medical Officer, Department of Health and Children.

The Registrar introduced Dr. Philip Crowley, Deputy Chief Medical Officer, and Ms Marita Kinsella, Chief Pharmacist, Department of Health and Children. He stressed the importance of the Commission's Report and its influence on a major change in the culture of healthcare in Ireland. The Registrar presented a copy of the PSI's Corporate Strategy and highlighted initiatives with colleagues on the Health and Social Care Regulators Forum. He assured Dr. P. Crowley and Ms M. Kinsella that the PSI will do all it can to assist the Department of Health and Children in the implementation of this strategy with its focus on patient safety and public protection.

4. Committee Reports

The Committee reports from the following were taken as read:

Professional Development and Learning Committee (Appendix O: Dr. P. Gallagher)
Standards and Practice Committee Report (Appendix P: Ms. K. Mulvenna)
Chairperson's Committee (Appendix Q: Ms. C. Hallahan)

4.7 Council Members' Time

Dr. B. Leddy had requested to address Council at this point and as he was unable to attend the Registrar agreed to address the issue of inducements to nursing home owners by some pharmacy service providers. He indicated the issue will need to be examined through investigations with nursing home owners, the HSE and HIQA and sought Council's endorsement for this. A report will be delivered to Council in September.

Action¹²: Registrar's Office

5. President's & Registrar's Business

5.1 Report on Meeting with EU Health Commissioner's Cabinet: 18th May 2010

The Registrar reported on a meeting on 18th May 2010 with the EU Health Commissioner's Cabinet members, Ms Joanna Darmanin and Mr Nils Behrndt. Issues discussed were the proposal for a Directive of the European Parliament on the application of patient rights in cross border healthcare provision and the Directive on recognition of professional qualifications. The Registrar will sit on advisory group in September on the issue of e-prescribing.

5.2 CHRE Observatory on the Regulation of Health Professionals

The Registrar reported on an invitation to the PSI to join the Council for Healthcare Regulatory Excellence (CHRE) International Observatory on the Regulation of Health Professionals, and asked Council to nominate a member. The Observatory is a new initiative being undertaken by the CHRE (the statutory body with responsibility for oversight of the work of the UK's nine health professional regulatory bodies) in collaboration with LSE Health, an academic research centre at the London School of Economics. The Observatory is being established to undertake research into how health professionals are regulated in different countries, to produce descriptive country reports and to produce analytical reports on issues of interest to regulators. These will all be made available on the Observatory's website. The aim is to provide a research base which will support policy development in regulation, stimulate further research and expand the knowledge base.

The Registrar also informed Council that he will meet with representatives from the Bahrain Ministry for Health on 26th May 2010 to discuss the setting up of a regulatory system in that country.

The Registrar also reminded Council that a pharmacist representative from Council is required on the Medical Council's Ethics Working Group and the President was authorised to make the necessary nomination.

The meeting concluded at 1.20pm.