

**Minutes for Public Council Meeting No. 65**

**Thursday 21 May, 2015**

**PSI House, Fenian Street, Dublin 2**

The Public session of the 65th meeting of the Council of the Pharmaceutical Society of Ireland established under the Pharmacy Act, 2007 commenced at 2.10pm on Thursday, 21 May 2015 at PSI House, Fenian Street, Dublin 2.

**Present:** Ms Leonie Clarke, President, Dr Ann Frankish, Vice-President, Dr Paul Gorecki, Dr Jean Holohan, Ms Deirdre Larkin, Ms Caroline McGrath, Prof Kieran Murphy, Mr Fionán Ó Cuinneagáin, Mr Pat O’Dowd, Prof Caitriona O’Driscoll, Mr Keith O’Hourihane, Mr Shane McCarthy.

**PSI Staff:** Ms Marita Kinsella, Registrar, Ms Damhnait Gaughan, Ms Feena Robinson, Mr John Bryan, Dr Lorraine Horgan, Mr Tom McGuinn, Ms Róisín Cunniffe, Ms Orla Carroll (for part), Mr Tim Hanrahan (for part), Ms Ruth McDonnell, Ms Sinead O’Keefe, Ms Ennis Shields (for part), Ms Zoe Richardson (for part) and Ms Muireann McKeown.

The President opened the Public Council Meeting Number 65 at 2.10pm and apologised to members of the Public attending the meeting for the late start.

The President addressed the Council and advised that her term and a number of other Council members’ terms of office are coming to an end on 14 June, 2015, namely: Mr Jim Brophy, Mr J Corr, Dr J Holohan, Prof Ciaran O’Boyle, Mr Fionán Ó Cuinneagáin, Mr P O’Dowd, Prof C O’Driscoll and Mr K O’Hourihane. It was noted that Mr J Corr has been re-elected to the Council. Mr F Ó Cuinneagáin, Chairperson of the Professional Development and Learning Committee and Mr K O’Hourihane, Chairperson of the Pharmacy Practice Development Committee indicated their availability to assist newly appointed Chairs during a transitional period.

**Public Gallery:**

The President introduced and welcomed the attendees in the public gallery.

**1 Apologies**

Apologies had been received from Ms Nicola Cantwell, Mr John Corr, Mr Richard Collis, Professor Ciaran O’Boyle, Dr Chantelle Macnamara, Mr Edward MacManus and Ms Rita Purcell. In addition, it was noted that Mr J Brophy had advised in advance of the meeting that he would not be available to attend for the entire day.

**2 Declaration of Interests**

Under item 2 of the Council Agenda, the President drew Council members’ attention to their obligations under paragraph 9 of Schedule 1 to the Pharmacy Act 2007, which deals with the necessary disclosure of certain interests by members of the Council. Those requirements are also reflected in the Code of Conduct adopted for Council members which requires that Council members *“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.”*

### **3 Draft Minutes of Public Council meeting No. 64**

The President noted that the draft minutes of Public Council Meeting Number 64 had been circulated previously to Council members. At the request of Ms N Cantwell, an amendment was made to agenda item 6 Future Pharmacy Practice Project – Update on progress and process for establishing the Steering Group. The new proposed wording is “.....at the request of Ms N Cantwell the President proposed that a member of a ‘symbol group; pharmacy.....”.

**Decision: The minutes of Council meeting Number 64 to include the amendment referred to above were approved by Council on the proposal of Ms C McGrath and seconded by Mr P O’Dowd.**

### **4 Report from the Registrar and of the Committees of Council**

Ms M Kinsella, Registrar, addressed Council. Council had been circulated with the Report of the Registrar and of the Committees which contained an update for the Council on the work of the Advisory Committees and Units of the PSI since the last Council meeting.

The Registrar gave an overview, by means of a presentation, of the key updates and significant points of note for Council from the Report.

The Registrar outlined that the Executive, with the input of the Chairpersons Committee, had reformatted the Report of the Registrar and of the Committees. To assist in the effectiveness of Council meetings and the better use of Council members’ time, updates on operational matters will be kept to a minimum and greater emphasis will be placed on the work of the Advisory Committees. It was explained that Dr L Horgan and Ms L Canavan have been working on a dashboard model which will show progress on the Service Plan and the 5 year Corporate Strategy. It is hoped that this model will be available for the forthcoming Council meeting.

The Council was also updated on the following matters:

- Two draft Statutory Instruments in public consultation since the last Council meeting;
- Notification had just been received that the 2014 Annual Report and 2014 Financial Statements had been laid before the Houses of the Oireachtas;
- Approval of 12 new/replacement posts had been received from the Department of Health. (Approval from the Department of Public Expenditure & Reform is awaited for the 2 Senior Manager posts);
- Mr Rory O’Donnell, Ms Muireann Ni Shuilleabhain, Mr John Corr and Ms Joanne Kissane were elected to Council following April’s PSI Council Election. Notification has been made to the Department regarding the outcome of the Election. The Council discussed the statistical information regarding PSI Council Election 2015 voter demographics which had been included in Council documentation and in particular the low voter turnout in the Election.

Under this agenda item, the Council had also been circulated with the following documents:

- a memorandum regarding the new Freedom of Information Act 2014;
- an updated Indicative Schedule of Council Business for 2015;
- statistical information; and
- a summary project plan regarding the PSI Patient Charter.

Mr F Ó Cuinneagáin, Chair of the Professional Development and Learning (PD&L) Committee addressed the Council and advised that the Implementation Group for the 5-year integrated MPharm programme wished to continue the process and engagement with the PSI and key stakeholders. He informed Council that this matter would be addressed at the next PD&L Committee meeting.

**Action:** The Council and Executive are to give further consideration to how greater engagement of the electorate in the Council Election voting process could be achieved.

**5 Consideration of payment arrangements for the application fee for the in-service practical training programme 2015-2016 and Professional Registration Examination Fee (both elements of the National Pharmacy Internship Programme)**

Mr F Ó Cuinneagáin addressed the Council. Council had been circulated with a memorandum regarding this decision item. The Council was requested to approve the proposals set out below for the 2015-2016 National Pharmacy Internship Programme (NPIP) cohort:

- That the fee of €315 payable under Rule 20 of the PSI (Education and Training) Rules 2008 in connection with an application to undertake the Professional Registration Examination (PRE) be waived for the aforementioned pharmacy graduates for an applicant's first sitting of the PRE that will take place on 8 October 2016 (or a subsequent sitting if it is the applicant's first attempt).
- That the application fee of €2750 to undertake the in-service practical training component of the NPIP be split into two instalments as follows: €1375 should be paid for the 2015-2016 internship year by 4 September 2015 and the remaining amount of €1,375 be paid by 1 February 2016.

The National Pharmacy Internship Programme (NPIP) incorporates the in-service practical training programme and the PRE. In accordance with the PSI (Fees) Rules 2014 (SI No 378 of 2014), the fee payable in connection with an application to undertake the in-service practical training programme is €2,750 and the fee payable in connection with an application to undertake the PRE is €315.

The Council had previously approved that the fee of €315 payable under Rule 20 to undertake the PRE be waived for pharmacy students for previous academic years and that the application fee to undertake the in-service practical training component of the NPIP be split into two instalments.

**Decision:** Council approved the following:

- That the fee of €315 payable under Rule 20 of the PSI (Education and Training) Rules 2008 in connection with an application to undertake the Professional Registration Examination (PRE) be waived for BPharm/BSc(Pharm) graduates for an applicant's first sitting of the PRE that will take place on 8 October 2016 (or a subsequent sitting if it is the applicant's first attempt).
- That the application fee of €2,750 to undertake the in-service practical training component of the NPIP be split into two instalments as follows: €1,375 should be paid for the 2015-2016 internship year by 4 September 2015 and the remaining amount of €1,375 be paid by 1 February 2016.

on the proposal of Ms D Larkin and seconded by Ms C McGrath.

**6 Updated policy approach for routine pharmacy inspection.**

Mr John Bryan, Head of Inspection and Enforcement (I&E) addressed the Council. The Council had been circulated with documentation which outlined an updated Policy Approach for Routine

Pharmacy Inspections. The following proposed updates to the Inspection and Enforcement Policy for routine pharmacy inspections were presented to Council for decision:

- I. The introduction of self-audits for pharmacies to facilitate self-evaluation and effective governance in pharmacies,
- II. The use of risk assessment to determine whether a pharmacy will receive either a notified or an un-notified inspection, and
- III. The intention to inspect every registered pharmacy in the next five years (i.e. length of inspection cycle).

The Council was informed that the I&E Committee had considered the proposed updates to the Inspection and Enforcement Policy at its meeting on 5 May and the Committee recommended to Council the adoption of the updates to the policy approach for routine pharmacy inspections. The Committee further recommended that these changes be introduced gradually and incrementally during a pilot phase. The Committee also agreed to recommend to Council that the pilot phase of the implementation project should be used to further examine and consider certain specific details of the updated inspection policy, including:

- I. The period of notification in notified inspections,
- II. The testing and validation of the risk profiling of pharmacies used to determine the inspection notification,
- III. The testing and validation of the self-audit tool for use by pharmacies, and
- IV. Any other details or concerns identified in the course of the project development.

Mr J Bryan noted the significant work to be undertaken by the I&E Unit staff in relation to these changes and outlined the estimated timelines for the commencement of each phase of the project, ending with Phase 3: Roll Out and Implementation of Inspection Processes which is targeted to commence in Q1 2016.

Dr P Gorecki advised Council that it had also been agreed by the I&E Committee that the proportion of notified and un-notified inspections would also be assessed during the pilot phase of the implementation project.

The President addressed the Council and proposed that Council approve the Updated Policy Approach for Routine Pharmacy Inspections subject to some minor alterations that may be necessary following the pilot phase.

**Decision: Council approved the Updated Policy Approach for Routine Pharmacy Inspections subject to some minor alternations that may be necessary following the pilot phase on the proposal of Mr K O’Hourihane and seconded by Mr F Ó Cuinneagáin.**

- 7 Update on the Falsified Medicines Directive (Internet Supply List)**
  - a) Report on the Public Consultation on PSI (Fees) (Amendment) Rules 2015**
  - b) PSI (Fees) (Amendment) Rules 2015**
  - c) Motion for approval of draft Rules**

Ms S O’Keefe addressed the Council. The Council had been circulated with a report outlining the submissions received during the public consultation on the PSI (Fees) (Amendment) Rules 2015, the draft Statutory Instrument for approval, and a copy of Motion number 1 relating to approval of the Rules.

The Council was informed that the purpose of Article 85c of the EU Falsified Medicines Directive is to introduce regulatory controls on the supply of medicines by means of the internet in order to reduce the risks associated with the infiltration of counterfeit medicines into the legitimate medicines supply chain, thereby protecting public health.

Ms O'Keefe gave an overview, by means of a presentation, of the legislative changes that have and will take place, including: PSI's responsibilities, the supplier website requirements, the common logo that will have to appear on websites selling medicines, the supplier requirements for medicinal products and records, and the PSI fee.

Following a query regarding the format (hard or soft copy) of the records that must be kept for a period of at least two years at the 'fixed premises' identified in the application, Ms O'Keefe advised that it had not been specified in the Regulations by the Department if the records should be available in hard or soft copy.

The President addressed Council. She advised that the fee of €160 is proposed in the draft PSI (Fees) (Amendment) Rules 2015 in respect of an application for entry onto the Internet Supply List to be established and maintained by the PSI. An application for entry on the Internet Supply List must be made for each 12 month period for which entry on to the list is sought.

**Decision: Council approved the draft PSI (Fees) (Amendment) Rules 2015 on the proposal of Mr S McCarthy and seconded by Dr J Holohan.**

**Motion Number 1 was signed by the proposer and seconder Mr S McCarthy and Dr J Holohan. Subsequent to the meeting, the motion was signed by the President and Registrar and the seal of the PSI was affixed to the document.**

The draft Statutory Instrument to give effect to this new fee, will be sent to the Department for Health in preparation for Minister Lynch's signature.

## **8 Financial report for period ending 31 March 2015**

Mr J Bryan addressed the Council. The Council had been circulated with a copy of the Management Accounts for the period ending 31 March 2015 for information.

Mr Bryan gave an overview, by means of a presentation, of the key points to note within the accounts in particular the budget figures for 2015, the budget figures for quarter 1, the outturns, the period variance in monetary and percentage equivalent terms of income versus expenditure.

Mr J Bryan referred the Council to the last page of the Management Accounts where a summary of legal fees by Department had been provided. He added that the PSI is currently reviewing legal fee expenditure.

In response to a query regarding the figure variances with regard to the Irish Institute of Pharmacy (IloP), Dr L Horgan, Head of PD&L, addressed the Council and advised that the IloP is ahead of schedule on its work programme but that the year-end figure will be as budgeted for.

## **9 Motion to approve additional banks for transactions under the PSI investment policy**

Mr J Bryan addressed the Council. The Council had been circulated with a copy of Motion Number 2 relating to the approval of additional banks. In 2014 Council approved the Investment Management Policy in which the Council reserved the authority to include additional banks within the PSI's investment framework.

The Council was asked to approve, by way of Motion, a decision that would allow the PSI to transact business from time to time with the three named banks, in addition to the banks already approved by Council, and with which the PSI currently transacts business.

**Decision: Council approved that the PSI may transact business from time to time with the three banks named on Motion No 2, in addition to the banks already approved by Council on the proposal of Ms D Larkin and seconded by Mr P O'Dowd.**

**Motion Number 2 was signed by the proposer and seconder Ms D Larkin and Mr**

**P O’Dowd. Subsequent to the meeting, the motion was signed by the President and Registrar and the seal of the PSI was affixed to the document.**

**10 Appointment of Presiding Officer and Alternate Presiding Officer for election of President and Vice President.**

The President addressed the Council. The Council had been circulated with a briefing note regarding this agenda item for decision. In accordance with the PSI (Council) Rules 2008, at the last meeting of the Council held before 22 May in each year, the Council is required to appoint a Presiding Officer, and an alternate Presiding Officer (neither of whom is a member of the Council) for the purpose of the election of a President and Vice-President.

The following individuals were proposed to Council for appointment:

**Ms Sinead O’Keefe – Presiding Officer**

**Dr Cheryl Stokes – Alternate Presiding Officer**

**Decision: Council approved the appointment of Ms Sinead O’Keefe as Presiding Officer and Dr Cheryl Stokes as Alternate Presiding Officer for the purpose of the election of a President and Vice-President on the proposal of Mr K O’Hourihane and seconded by Mr S McCarthy.**

Following a query from the Council regarding the process for casting of votes, the President advised that a new postal voting system had been adopted to allow all Council members to vote. Ms M Kinsella clarified that at the last meeting of the Council held on 26 March, the Council approved SI Number 114 of 2015 which allows for a postal vote. She outlined to the Council, the impact of the amendment to the Council Rules on the process for the elections, the timelines involved and the appointment of new members of Council by the Minister.

Ms Kinsella gave an overview, by means of a presentation, of the process for election of President and Vice-President at the June Council meeting. Ms Kinsella outlined the timelines and dates specified in the Council Rules as follows:

<b>Timeline Process for Election</b>	<b>(set out in Council Rules)</b>
<b>Issue Nomination Papers</b> (to those Council members who will be in office at 25 June meeting)	<b>By Tuesday 26 May</b>
<b>Return of Nomination Papers</b>	<b>By Thursday 11 June</b>
<b>[End of terms of office of certain Council members 14 June]</b>	
<b>Issue Ballot Papers</b> (to those Council members who will be in office at 25 June meeting)	<b>By Monday 15 June</b>
<b>Receipt of ballot papers</b>	<b>By post not later than 5.00pm Wednesday 24 June, or personally placed in ballot box before the Council meeting on Thursday 25 June.</b>

Ms Kinsella explained that an unforeseen challenge had arisen in relation to the scheduling of the next Council meeting on 25 June 2015 and the nomination process for President and Vice-President. The new Council Rules require that nominations for President and Vice-President be received not later than 11 Jun 2015 however, the new Council members would not be appointed before 15 Jun

2015. In order to address this, the Executive proposed to the Council two options: either A and B or C as follows:

- A) Follow the stipulated timeline for issue of nomination paper (26 May 2015), AND
- B) Allow for new Council members to receive nomination papers 'late' if they receive a letter of appointment from the Minister after 26 May and before 11 June, or

OR

- C) Delay issue of all nomination papers until the Minister appoints new members, if before 11 June.

The Council discussed the above options and considered that the approach in A and B combined should be followed.

**Decision:** Council approved that the Executive would engage in processes A and B as outlined above on the proposal of Ms D Larkin and seconded by Prof C O'Driscoll.

**Action:** The Executive will engage with the Department of Health and request that the letters of appointment to the newly elected Council members be issued as soon as possible so that they can take up their posts on 15 June 2015.

## **11 Decision regarding appointments to PSI Committees**

### **a) Appointments to PSI Advisory Committees**

The President addressed the Council. Following the Expressions of Interest process conducted in February and March this year, the PSI received 80 responses which illustrated a very high level of interest.

The Council had been circulated with a memo which contained biographies of the following four individuals who were proposed for appointment to the committees indicated:

- Ms Eibhlin Prendergast to the Professional Development and Learning Committee,
- Ms Ann Sheehan to the Registration and Qualification Recognition Committee,
- Mr Michael Lernihan to the Inspection and Enforcement Committee, and
- Mr Peter Kidd to the Inspection and Enforcement Committee.

In accordance with the procedure for Appointment to Advisory Committees approved by Council in October 2014, the President, Registrar, Chair of the relevant Committee and Head of the relevant Unit recommended to Council the appointment of the above four named individuals to the Advisory Committees as outlined above for a term of two years from the date of appointment.

The President advised Council that with the impending end of terms of office of a number of Council members, the composition of Committees will need to be kept under review and further recommendations to Council may be made in the coming months.

Council was informed that all those who had submitted expressions of interest have been responded to and it is intended to form a panel that may be drawn from at a future date.

**Decision:** Council approved the appointments of Ms Eibhlin Prendergast to the Professional Development and Learning Committee, Ms Ann Sheehan to the Registration and Qualification Recognition Committee, Mr Michael Lernihan to the Inspection and Enforcement Committee, and Mr Peter Kidd to the Inspection and Enforcement Committee for a term of two years from the date of appointment on the proposal of Dr P Gorecki and seconded by Mr K O'Hourihane.

The President addressed the Council. The Council was informed that the term of office on Council of the following Advisory Committee Chairs will end on 14 June 2015 when their term on Council ends:

- Mr Fionán Ó Cuinneagáin – Chair of the Professional Development and Learning (PD&L) Committee
- Mr Keith O’Hourihane – Chair of the Pharmacy Practice Development (PPD) Committee.

The President asked the Council in the interest of ensuring continuity of the work of the PD&L and the PPD Committees and to enable a handover of responsibilities from the current Chairpersons, to consider the timing of appointment of new Chairpersons to these Advisory Committees of Council. A briefing note about this had been included in the Council documentation. As a new President will not be elected until the Council meeting taking place on 25 June 2015, Council noted that it will not be possible for the new President to bring recommendations to the Council for appointment of Chairs until the next scheduled meeting in September, leaving the two Committees without chairs until then. The following options were open to Council:

- a) Appoint new Chairpersons to the PD&L and PPD Committees at today’s meeting, or
- b) Appoint new Chairpersons to the PD&L and PPD Committees at the 17 September Council meeting.

Council discussed the above two options.

Prof K Murphy outlined to Council his concern about the making of appointments of Chairpersons to Committees without the new Council or new President being in place.

Other Council members, including the outgoing PPD and PD&L Chairs, Mr K O’Hourihane and Mr Fionán Ó Cuinneagáin, expressed the view that to maintain the momentum of work ongoing in the Committees and to avoid a lacuna until September that they would support the appointment of Chairs to both the PPD and PD&L Committee at this meeting.

The Council decided that the two Chairs should be appointed at the current meeting.

The President then advised the Council that she and the Vice-President recommended to Council that the following persons be appointed:

Council Member, Prof K Murphy – Chair of the PD&L Committee

Council Member, Ms C McGrath – Chair of the PPD Committee

Brief biographies of Prof Murphy and Ms McGrath had been circulated to Council in its documentation.

**Decision:** Council approved the filling of the vacancies for Chairs of the PD&L and PPD Committees at the current meeting in the interest of ensuring continuity in the work of the PD&L and PPD Committees.

**Council approved the appointment of Prof K Murphy as Chair of the PD&L Committee for a term of 2 years from the date of appointment on the proposal of Mr S McCarthy and seconded by Ms D Larkin.**

**Council approved the appointment of Ms C McGrath as Chair of the PPD Committee for a term of 2 years from the date of appointment on the proposal of Dr P Gorecki and seconded by Mr K O’Hourihane.**

## **12 Decision of Council regarding a policy on Executive Sessions**

President addressed the Council. The Council had discussed this item at previous meetings and the decision of Council regarding a policy was deferred from the last Council meeting due to time



pressure. The Council had been circulated with a draft Policy document, a copy of the note of the meeting with Mr A Horan, IPA and a copy of the advice of Mr N Butler SC.

To reflect that no decisions are taken at these meetings, the President clarified that the sessions will be entitled Closed Sessions. The President outlined the procedure for the Closed Session as per the draft policy.

**Decision: Council approved the policy on Closed Sessions on the proposal of Mr S McCarthy and seconded by Ms C McGrath.**

**13 Practitioners Health Matters Programme (PHMP) – draft Memorandum of Understanding (MoU) with the PSI**

Ms D Gaughan, Head of Registration and Qualification Recognition addressed the Council. The Council had been circulated with a Briefing Paper and draft MoU between the PSI and PHMP.

The Council was informed that the PHMP is intended to replace the Sick Doctors’ Scheme which was founded as a charity in 1985 with funding from four patient organisations: the IMO, ICGP, Irish College of Psychiatrists and the GP Wives. The scheme which provided support for many years to doctors with alcohol and substance misuse problems has been restructured, and extended to provide care to a number of other health professions. It was outlined that the PHMP will provide a confidential service, distinct from the professional regulatory process, for any pharmacist or pharmaceutical assistant with mental health, addiction or physical health concerns which may impact on the practitioner’s performance. The PHMP will operate on a not-for profit basis and will be free of charge to health professionals at the point of care.

Ms D Gaughan advised that more details of the PHMP were included in the briefing paper. Council’s approval was sought for the PSI to enter into a MoU with the PHMP. Ms D Gaughan advised the Council of some further minor typographical amendments that would made to the draft MoU.

Ms M Kinsella addressed Council and indicated that the Executive may revert to Council at a subsequent meeting to address issues around funding.

**Decision: Council approved the Memorandum of Understanding between the PSI and PHMP, subject to the minor amendments being made, on the proposal of Prof K Murphy and seconded by Mr P O’Dowd.**

**14 Future Pharmacy Practice Project – Recommendations for appointment of Chairs, Steering Group and Practice Sub-Group members.**

The President addressed the Council. The Council had been circulated with a cover note and documentation outlining the recommendations for appointment of members to the Steering Group and practice sub-groups for the Future Pharmacy Practice Project, including proposed sub-group Chairs. Biographies of each of the candidates had also been circulated to Council. Following further responses having been received since issuing Council documentation, Council was circulated with the updated recommendations.

Council’s approval was sought on the recommended individuals selected to participate in the Future Pharmacy Practice Project Steering Group and two practice sub-groups, as well as the proposed Chairs of these groups, as follows:

<b>Steering Group</b>	
<u>Organisation/Category</u>	<u>Recommendation</u>
Steering Group Chair	Dr Norman Morrow – Subject to Final confirmation
Community Pharmacy Sub-group Chair	Keith O’Hourihane
Hospital Pharmacy Sub-group Chair	Elaine Conyard

Department of Health (DoH) (Primary Care)	Teresa Cody
DoH (Medicines Unit)	Eugene Lennon
Health Service Executive	Kate Mulvenna
Irish Institute of Pharmacy	Catriona Bradley
Pharmacist from Academia	Stephen Byrne
Patient Representative	Katie Murphy
PSI Council Representative	Paul Gorecki

**Decision:** Council approved the appointment of the above named individuals to the Future Pharmacy Practice Steering Group on the proposal of Prof C O’Driscoll and seconded by Prof K Murphy.

<b>Community Pharmacy Practice Sub-Group</b>	
<u>Organisation/Category</u>	<u>Recommendation</u>
Community Pharmacist superintendent, in charge of 5 or more pharmacies	Keith O’Hourihane (Chair)
Community Pharmacist superintendent, in charge of less than 5 pharmacies	Dan Ahern
Community Pharmacist Employee	Susan O’Dwyer
Irish Pharmacy Union	Daragh Connolly
Patient Representative	To be confirmed

**Decision:** Council approved the appointment of the above named individuals to the Future Pharmacy Practice – Community Pharmacy Practice Sub-Group on the proposal of Dr P Gorecki and seconded by Ms C McGrath.

<b>Hospital Pharmacy Practice Sub-Group</b>	
<u>Organisation/Category</u>	<u>Recommendation</u>
Hospital Pharmacy Superintendent	Elaine Conyard (Chair)
Hospital Pharmacist DATH (Dublin Area Teaching Hospital)	Jennifer Brown (Vice Chair)
Hospital Pharmacist Employee	Ciara Fitzgerald
Hospital Pharmacists Association of Ireland (HPAI)	Deirdre Lynch

**Decision:** Council approved the appointment of the above named individuals to the Future Pharmacy Practice – Hospital Pharmacy Practice Sub-Group on the proposal of Mr S McCarthy and seconded by Mr P O’Dowd.

**Action:** As no responses have to date been received with regard to the Hospital Consultant position on the Hospital Pharmacy practice Sub-Group, Prof K Murphy will liaise with Ms R Cunniffe, Acting Head of PPD re potential candidates.

**15 Draft Guidelines on the Sale and Supply of Prescribed Medicinal Products from a Retail Pharmacy Business (as approved by the PPD Committee for release for public consultation).**

Mr K O’Hourihane, Chair of the PPD Committee addressed the Council. Council had been circulated with a cover note and the draft Guidelines on the Sale and Supply of Prescribed Medicinal Products from a Retail Pharmacy Business for noting.

The Council was informed that the purpose of these draft Guidelines is to facilitate compliance with the personal supervision requirements of the Pharmacy Act 2007 and the Regulation of Retail Pharmacy Business Regulations 2008 (SI No 488 of 2008), and in particular, Regulation 9. The PPD Committee had discussed these draft Guidelines at its meeting on 7 May 2015. The Council was

informed that the Committee had approved the draft Guidelines for public consultation following the inclusion of further amendments.

The approval by the PPD Committee to release the guidelines for public consultation follows the decision by Council, at its meeting on 26 March 2015, to delegate to the PPD Committee the ability to release draft guidance and/or practice standards for public consultation, as part of the development of guidance and practice standards by the PSI.

The Council was informed that the PPD Committee would welcome comments and feedback from Council members on the draft Guidelines and that they should do so to the Committee directly rather than via the public consultation.

Following this period of public consultation, the PPD Committee will review the draft Guidelines in light of all the comments received. The Council was informed that the revised Guidelines will be brought back to Council for final approval, on the advice of the PPD Committee.

## **16 Council Members' Time**

Mr K O'Hourihane addressed the Council and conveyed his compliments and thanks to Ms L Clarke for her dedication and commitment during her time as President and as a member of the Council. He also thanked Ms M Kinsella, Registrar, Ms C McGoldrick, Acting Registrar, the Executive and the Council of the PSI.

The President addressed the Council and conveyed her thanks in particular to Ms M Kinsella, Registrar, Dr A Frankish Vice-President, and also to the Council and entire team at the PSI.

Mr F Ó Cuinneagáin and Prof C O'Driscoll both addressed the Council and conveyed their thanks to President, Registrar, Dr Lorraine Horgan and all the staff of the PSI.

Ms M Kinsella addressed the Council on behalf of the PSI staff and conveyed thanks to the President and all the outgoing Council members for their time, dedication and commitment to the work of the PSI Council and emphasised the important progress made by the Council in the furtherance of the PSI's statutory functions and strategic goals. In particular, Ms Kinsella highlighted the immense contribution and commitment of the President and outgoing Chairs of the Advisory Committee to advancement of the pharmacy profession in the public interest.

The meeting ended at 3.40pm

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**President**

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**Date**