



Competency Framework for Advisory Committees of PSI Council

It is necessary that each Advisory Committee of Council has a competency framework in which the Committee identifies the mix of skills, expertise and knowledge that it considers are necessary for the Committee's effective functioning, as well as additional competencies, qualities and any necessary requirements for diversity of membership, so that it can carry out its functions and business with greatest benefit to PSI Council. Every Committee must have an appropriate number of pharmacists in patient-facing roles.

Role of the PSI

The Pharmaceutical Society of Ireland was established by the Pharmacy Act 2007 as the statutory body responsible and accountable for the regulation of the profession and practice of pharmacy in Ireland. It works in the public interest to promote the health, safety and well-being of patients and the public.

The PSI registers pharmacists, pharmaceutical assistants and retail pharmacy businesses, operates an inspection and enforcement regime and handles complaints and disciplinary matters. It sets standards for education and training, accredits educational programmes, provides practice advice and guidance to the profession, and works in the development of pharmacy practice.

General Competencies for Advisory Committee members

1. Understanding of the functions of the PSI

- To have an appreciation of the PSI's obligation to protect the public and maintain public confidence in the profession of pharmacy and in the system of regulation

2. Ability to understand and work within pharmacy and medicines legislation

- To work within a framework of legislation, rules, guidance and standards that are applicable to the practice of pharmacy, including medicines, drugs, pharmacy and other legislation

3. Integrity, impartiality and respect

- To act independently, diligently and in good faith
- To behave in a fair, balanced and non-discriminatory fashion
- To declare (as soon as you become aware of it) any actual or potential conflict of interest that you may have in relation to the business of the Committee and absent yourself from the discussion if necessary

4. Sound judgment and analytical skills

- To balance the need for proper and objective consideration of issues with the obligation to deal with matters in an expeditious manner
- Ability to understand and analyse complex information

5. Ability to work in a team and in a collaborative and professional manner

- To work effectively and co-operatively as part of a diverse team
- To actively listen to others and have regard for their views
- To give and receive constructive feedback, and accept challenge from others whilst remaining focused on the task

6. Commitment and reliability

- To devote such time, attention and skill to the business and duties of the Committee as may reasonably be required
- To demonstrate commitment to continuous improvement and maintenance of competence by participating fully in training and appraisal provided or arranged by the PSI
- To respond promptly to availability checks and other administrative correspondence

7. Confidentiality

- To understand and respect the obligations of the Committee

8. Communication skills

- To communicate clearly and concisely – orally and in writing

9. IT literacy

- To access and communicate through email
- To use online file sharing software, iPads or similar devices, as may be required

Committee Chairs

A Chair must demonstrate commitment to the PSI's obligations to act in the public interest and to maintain public confidence in the profession of pharmacy and the system of regulation. In addition to the competencies above, a Chair will be expected to show:

- Leadership and management skills
- Effective and appropriate management of the Committee and to facilitating proper consideration of all relevant matters
- Role model all aspects of the 9 committee member competencies

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