

Minutes for Public Council Meeting No. 49
Friday 16 August 2013
PSI House, Fenian Street, Dublin 2

The Public session of the 49th meeting of the Council of the Pharmaceutical Society of Ireland established under the Pharmacy Act, 2007 was held at 9.30am on 16 August at PSI House, Fenian Street, Dublin 2.

Present: Mr Eoghan Hanly, President, Mr Noel Stenson, Vice-President, Mr John Corr, Ms Leonie Clarke, Mr Richard Collis, Dr Ann Frankish, Dr Chantelle Macnamara, Prof Ciaran O'Boyle, Mr Fionán O'Cuinneagáin, Mr Pat O'Dowd, Mr Keith O'Hourihane, Mr Conor Phelan, Ms Rita Purcell

PSI Staff: Ms Ciara McGoldrick, Acting Registrar, Mr John Bryan, Ms Damhnait Gaughan, Dr Lorraine Horgan, Dr Cheryl Stokes, Dr Cora Nestor, Ms Muireann McKeown.

By teleconference: Prof Caitriona O'Driscoll

The President opened the Public Council Meeting Number 49 at 9.35am

1. Apologies:

Mr Jim Brophy, Ms Nicola Cantwell and Dr Jean Holohan

2. Declaration of Interests:

The President referred to item 2 in the Council Agenda and reminded the Council members present of their obligations under that part of the Act.

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 and all members of the Council are strongly advised to familiarise themselves with its contents.

Mr R Collis and Mr K O'Hourihane advised Council that they were conflicted on certain agenda items for the Private Council Meeting.

3. Draft Minutes of Public Council Meeting no 48 held on Wednesday 17 July 2013:

The President noted that the draft minutes of Public Council Meeting Number 48 had been circulated previously and that no amendments were proposed. The minutes were unanimously approved on the proposal of Ms L Clarke and seconded by Mr K O'Hourihane.

4. Seasonal Influenza Vaccination Training Programmes for the 2013-2014 season

Ms C McGoldrick addressed Council providing information on the accreditation process to date for the accreditation of the seasonal influenza vaccination training courses. Complete applications were received from 2 training providers for approval of training courses for pharmacists in line with Council training requirements for the seasonal influenza vaccination training requirements for 2013/2014 season.

The training courses were assessed and evaluated by an accreditation panel appointed by PSI and chaired by Prof Ian Glendenning Marshal. The accreditation panel has reviewed 7 training courses in total, 4 programmes provided by Hibernian Healthcare Ltd and 3 programmes by Boots Retail Ireland Ltd. The accreditation panel also held an accreditation event with each training provider. The reports from the accreditation panel with the recommendations of the panel are presented to Council today.

Ms C McGoldrick thanked the accreditation panel members Dr Conor McCrystal, Dr Stephen Byrne, Ms Fiona Barton and Ms Kate Brickley for giving their time and expertise during this process. Ms C McGoldrick would also like to thank the panel chairman Prof Ian Glendenning Marshal for his expertise in chairing the panel and the 2 rapporteurs for the panel, Dr Caroline Waldron and Mr John Bourke.

As Items 4.1 and 4.2 are related, they were taken together.

- 4.1 Consideration of the accreditation reports from the accreditation panel for Boots Retail Ireland Ltd. training programmes and approval by PSI Council of the Boots Retail Ireland Ltd. course (s) of training for purposes of regulation 4B (a) of the Medicinal Products (Prescription and Control of Supply) Regulations 2003 (as amended) & 4.2 Seasonal Influenza Vaccination Training Programmes for the 2013-2014 season and**
- 4.2 Recognition of those bodies who may issue certificates for purposes of regulation 4B (a) of the Medicinal Products (Prescription and Control of Supply) Regulations 2003 (as amended)**

Council had been circulated with documentation referenced agenda items 4.1 through to 4.2.

The accreditation reports from the accreditation panel in connection with its accreditation of the Boots Retail (Ireland) Ltd Seasonal Influenza Vaccination *ab initio* Training Programme for Pharmacists, Boots Retail (Ireland) Ltd Seasonal Influenza Vaccination Refresher – Level 1 Training Programme for Pharmacists and the Boots Retail (Ireland) Ltd Seasonal Influenza Vaccination Refresher – Level 2 Training Programme for Pharmacists were considered and endorsed by Council.

The following three seasonal influenza vaccination training programmes :

- Boots Retail (Ireland) Ltd Seasonal Influenza Vaccination *ab initio* Training Programme for Pharmacists
- Boots Retail (Ireland) Ltd Seasonal Influenza Vaccination Refresher –Level 1 Training Programme for Pharmacists
- Boots Retail (Ireland) Ltd Seasonal Influenza Vaccination Refresher – Level 2 Training Programme for Pharmacists

were approved by Council for the purposes of 4B (a) of the Medicinal Products (Prescription and Control of Supply) Regulations 2003 (as amended) for a period of 2 years, subject to the submission of a satisfactory annual report to Council at the conclusion of the 2013-2014 'flu season (c. April 2014).

Pursuant to regulation 4B (a) of the Medicinal Products (Prescription and Control of Supply) Regulations, 2003 (as amended), Boots Retail (Ireland) Ltd was recognised by Council for the purposes of issuing the certificate prescribed in that regulation in connection with the above training courses.

The approval and recognition was proposed by Mr N Stenson and seconded by Dr A Frankish.

As Items 5.1 and 5.2 are related, they were taken together.

- 5.1 Consideration of the accreditation reports from the accreditation panel for Hibernian Healthcare Ltd. training programmes and approval by PSI Council of the Hibernian Healthcare Ltd. course (s) of training for purposes of regulation 4B (a) of the Medicinal Products (Prescription and Control of Supply) Regulations 2003 (as amended) and**
- 5.2 Recognition of those bodies who may issue certificates for purposes of regulation 4B (a) of the Medicinal Products (Prescription and Control of Supply) Regulations 2003 (as amended).**

Ms C McGoldrick addressed Council.

Council had been circulated with documentation referenced agenda items 5.1 through to 5.2.

The accreditation reports from the accreditation panel in connection with its accreditation of the Hibernian Healthcare Ltd Seasonal Influenza vaccination *ab initio* Training Programme for Pharmacists, for the vaccination of adults aged 18 years and over, Hibernian Healthcare Ltd Seasonal Influenza vaccination refresher level 1 Training Programme for Pharmacists, for the vaccination of adults aged 18 years and over, Hibernian Healthcare Ltd Seasonal Influenza vaccination refresher level 2 Training Programme for Pharmacists, for the vaccination of adults aged 18 years and over and Hibernian Healthcare Ltd Seasonal Influenza vaccination anaphylaxis management including CPR training programme for pharmacists, for the vaccination of adults aged 18 years and over were considered and endorsed by Council.

The following four seasonal influenza vaccination training programmes:

- Hibernian Healthcare Ltd Seasonal Influenza vaccination *ab initio* Training Programme for Pharmacists, for the vaccination of adults aged 18 years and over
- Hibernian Healthcare Ltd Seasonal Influenza vaccination refresher level 1 Training Programme for Pharmacists, for the vaccination of adults aged 18 years and over
- Hibernian Healthcare Ltd Seasonal Influenza vaccination refresher level 2 Training Programme for Pharmacists, for the vaccination of adults aged 18 years and over
- Hibernian Healthcare Ltd Seasonal Influenza vaccination anaphylaxis management including CPR training programme for pharmacists, for the vaccination of adults aged 18 years and over

were approved by Council for the purposes of 4B (a) of the Medicinal Products (Prescription and Control of Supply) Regulations 2003 (as amended) for one year.

Pursuant to regulation 4B (a) of the Medicinal Products (Prescription and Control of Supply) Regulations, 2003 (as amended), Hibernian Healthcare Ltd was recognised by Council for the purposes of issuing the certificate prescribed in that regulation in connection with the above training courses.

The approval and recognition was proposed by Mr F O’Cuinneagáin and seconded by Mr P O’Dowd.

Ms C McGoldrick outlined that following approval of the training courses and recognition of the training providers the PSI will communicate Council's decision to all pharmacists today. An email will be sent to all pharmacists this afternoon with information on all the approved courses and training providers. The PSI website will also be updated. This will also include a decision making algorithm to help pharmacists decide which training course they need to attend for this 'flu season. Ms C McGoldrick outlined that the approval and therefore availability of the relevant training courses will ensure that pharmacists are trained in a timely manner and are in a position to provide a vaccination service to patients at the commencement of the flu season this year.

6. Approval of the Marks and Standards for the Masters in Pharmacy 2013/2013:

Dr L Horgan addressed Council. Council had been circulated with the revised Marks and Standards for the Masters in Pharmacy 2013/2014 and a summary sheet outlining the specific changes.

Approval from Council was sought on the changes to the Marks and Standards document.

Council unanimously approved the revised Marks and Standards document on the proposal of Mr C Phelan and seconded by Mr K O'Hourihane.

The President advised Council that we would address items 8, 7 and 9 in this order.

8. Appointments to Advisory Committees:

The President addressed Council. Council had been circulated with documentation outlining the recommendations to Council on the changes to the following Committees:

- Pharmacy Practice Development;
- Professional Development and Learning;
- Registration and Qualification Recognition;
- Inspection and Enforcement;
- Administration and Finance;
- Chairpersons; and
- Audit.

The President thanked Council members for their availability and cooperation with regard to the various committees and for agreeing to various changes in Committee membership.

Council unanimously approved the membership and appointment of Chairpersons to the Committees listed above on the proposal of Ms L Clarke and seconded by Mr N Stenson

7. Appointments of the members of the Irish Institute of Pharmacy Steering Group:

Dr L Horgan addressed Council. The Irish Institute of Pharmacy Steering Group has been established to ensure that the development, establishment and ongoing operation of the Institute is in line with the agreement entered into between the PSI and the RCSI and is managed in an effective manner, taking account of the needs of the profession and the national healthcare system.

Council had been circulated with the Nominations for Appointment by Council as follows:

Name of nominee	Current Role	Nominated by:
Ms Kate Mulvenna	Head of Pharmacy Function, Primary Care Reimbursement Service, HSE	HSE
Mr Daragh Connolly	Superintendent Pharmacist, Connolly's Pharmacy, Dungarvan, Co. Waterford	IPU
Mr Jack Daly	Marketing Manager Grünenthal Pharma	PIER
Dr J J Keating	Lecturer of Organic Chemistry and Pharmaceutical Chemistry, School of Pharmacy, UCC	UCC
Dr Martin Henman	Senior Lecturer in the Practice of Pharmacy and Co-ordinator of the Centre for the Practice of Pharmacy, School of Pharmacy & Pharmaceutical Sciences, TCD	TCD
Prof. Paul Gallagher	Head of School of Pharmacy, RCSI	RCSI
Ms Jacqui Dougan (Alternate: Ms Helena Buchanan)	President of the PSNI (Registrant Member of the PSNI)	PSNI

Mr F Ó Cuinneagáin and Mr K O'Hourihane are automatically nominated due to their appointment to Chair of Professional Development and Learning Committee and Chair of Pharmacy Practice Development Committee respectively. As the Steering Group is quorate, it can commence operations.

Following the submission made to Revenue on 1 July, the commercial matter in respect of the contract between the RCSI and the PSI has now reached a satisfactory conclusion and the operations of the Institute have commenced.

The remaining nominations will be before Council for approval at the meeting on 17 October 2013.

Council unanimously approved the above nominations on the proposal of Mr N Stenson and seconded by Ms R Purcell.

9. Charter of the Audit Committee:

Dr C Stokes addressed Council. Council had been circulated with the Charter of the Audit Committee of the PSI, which was last reviewed by Council in July 2011. Dr C Stokes outlined the changes proposed by the Audit Committee.

Council unanimously approved the Charter of the Audit Committee on the proposal of Mr P O'Dowd, seconded by Prof C O'Boyle.

10. Submission to the Minister for Health on the in-service Practical Training Programme Application fee:

Dr L Horgan addressed Council. This agenda item is following on from July's Public Council meeting wherein Council approved the increase in fee for the National Pharmacy Internship Programme from €2250 to €2500 for the year 2013-2014 for submission to the Minister for Health.

Council had been circulated with a copy of the letter to the Minister for Health requesting the fee increase and other documentation for noting in relation to the funding of the programme.

11. Report from the Audit Committee:

Dr C Stokes addressed Council. Council requested that a qualifying comment be incorporated into the Report, subject to the approval of the Audit Committee, that the financial risk outlined is recorded as a low risk in the risk register. It was agreed that Council members would be provided with a copy of the risk register at the Public Council meeting on 17 October.

12. Council Members Time:

Nothing to report.

The President thanked Council.

The meeting ended at 10.15am.