

**Minutes for Public Council Meeting No. 60**

**Thursday 2 October, 2014**

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

The Public session of the 60<sup>th</sup> meeting of the Council of the Pharmaceutical Society of Ireland established under the Pharmacy Act, 2007 commenced at 8.32am on Thursday 2 October at PSI House, Fenian Street, Dublin 2.

**Present:** Ms Leonie Clarke President, Mr Jim Brophy, Ms Nicola Cantwell, Mr John Corr, Dr Paul Gorecki, Dr Jean Holohan, Mr Shane McCarthy, Prof Kieran Murphy, Mr Fionán Ó Cuinneagáin, Mr Pat O’Dowd, Prof Caitriona O’Driscoll, Mr Keith O’Hourihane.

**PSI Staff:** Ms Marita Kinsella, Registrar, Ms Ciara McGoldrick, Ms Damhnait Gaughan, Mr Tony Reilly, Mr John Bryan, Dr Lorraine Horgan, Mr Tom McGuinn, Ms Róisín Cunniffe, Ms Louise Canavan and Ms Muireann McKeown.

**Public Gallery:** Ms Deirdre Brady, Ms Mary Burke O’Connor, Ms Pauline Kavanagh, Ms Deirdre Lynch, Ms Rita O’Brien and Mr Michael O’Connor.

The President opened the Public Council Meeting Number 60 at 8.32am.

The President welcomed the attendees in the public gallery who were present to view the meeting proceedings. The President informed the Council that the IPU had indicated to the PSI that a journalist from the IPU Review magazine will attend all future Public Council meetings.

On behalf of Council and the Executive, the President offered condolences to Dr Ann Frankish on the recent passing of her mother.

**1 Apologies**

Apologies had been received from Dr Ann Frankish, Mr Richard Collis, Ms Deirdre Larkin, Dr Chantelle Macnamara, Ms Rita Purcell and Prof Ciaran O’Boyle.

**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. 59**

The President noted that the draft minutes of Public Council Meeting Number 59 had been circulated previously to Council members and that Ms N Cantwell had submitted a comment regarding agenda item 9 - *Voice-recording of Council meetings*. Ms Cantwell had requested that PSI's standard practice regarding preparation of Council meeting minutes be included in the minutes. To take on board this comment, the minutes were amended to include paragraph 7 of the Standing Orders of the Council of the Pharmaceutical Society of Ireland (contained in Appendix A of the PSI Corporate Governance Framework) which sets out the procedures for preparation and review of Council minutes.

The President noted that no further comments or corrections on the draft minutes had been received.

**Action:** Ms N Cantwell asked that a letter regarding the HSE Guidelines on maintaining the vaccine cold-chain be communicated to registrants in respect of the Influenza Vaccination Campaign 2014/2015. (Ms R Cunniffe)

**Decision:** The minutes of Council meeting Number 59 were approved by Council on the proposal of Mr J Brophy and seconded by Ms N Cantwell.

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

Ms M Kinsella addressed Council. Council had been circulated with the Report of the Registrar and Committees which contained updates to the Council from the Advisory Committees and Units of the PSI. Ms Kinsella also gave an overview, by means of a presentation, of the key updates and significant points of note for Council from the Report.

Ms Kinsella highlighted to Council the appendices to the report, namely:

- The Quarter 3 Report to the Council on the Implementation of the Service Plan 2014,
- Letter from Mr Fergal Goodman, Acting Assistant Secretary informing PSI of the Minister for Health's approval of the following PSI Guidelines:
  - 1 Guidelines on the Sourcing of Medicinal Products within a Retail Pharmacy Business.
  - 2 Guidelines on the Disposal of Medicinal Products within a Retail Pharmacy Business.
  - 3 Guidelines on Patient Consultation Areas in Retail Pharmacy Businesses.
  - 4 Non-prescription medicinal products containing Codeine: Guidance for Pharmacists on Safe Supply to Patients.
  - 5 Guidelines on the Premises Requirements of a Retail Pharmacy Business.
  - 6 Guidelines on the Equipment Requirements of a Retail Pharmacy Business.
- The preliminary draft of a template for Council to set its annual objectives and priorities in accordance with the Corporate Strategy.

Ms M Kinsella highlighted to Council the key activities of the PSI Advisory Committees as referenced in the Registrar's and Committee Report.

**Action:**

- It was agreed that the Council would be updated further following the exploratory meeting with Dr Íde Delargy regarding the new Practitioner Health Matters Programme. (Ms M Kinsella)
- It was agreed that the Executive would review the Service Plan reporting template to provide a more detailed report to the Council with reference to spend to date versus forecasted/budgeted spend in each unit.

### **5 Decision regarding the process for, and appointments to PSI Committees**

The President addressed Council. Council had been circulated with the following documents, which had previously been reviewed by the Chairpersons Committee at its meeting held on 26 September, 2014:

- 5 Terms of Reference for all Advisory Committees
- 5a Process for Appointment to PSI Advisory Committees (Updated)
- 5b Competency frameworks for Advisory Committees of PSI Council
- 5c Competencies for Members of Disciplinary Committee
- 5d The Core Competency framework – Disciplinary Committee Members
- 5e Recommendations to Council for renewal of appointments to PSI Advisory Committees.

**5a Process for Appointment to PSI Advisory Committees (Updated)**

**5b Competency frameworks for Advisory Committees of PSI Council**

The President addressed Council and provided an overview of the updated process for appointments to PSI Advisory Committees and the draft Competency Framework for Advisory Committees.

Following a discussion regarding the Competencies Framework document, it was agreed that the document should include a reference to the need for an appropriate number of pharmacists in patient-facing roles on PSI Advisory Committees.

**Action:** It was agreed that the following sentence be included in the Competencies Framework under General Competencies: *“Every Committee must have an appropriate number of pharmacists in patient-facing roles”*. (Ms M Kinsella)

It was agreed that the Executive should liaise again with Department of Health regarding the remuneration and payment of expenses to Committee members. (Ms M Kinsella)

**Decision:** Council approved the *Process for Appointment to PSI Advisory Committees* and the *Competency Frameworks for Advisory Committees of PSI Council* (subject to the amendment outlined above) on the proposal of Mr J Corr and seconded by Mr P O’Dowd.

**5c Competencies for Members of Disciplinary Committee**

**5d The Core Competency framework – Disciplinary Committee Members**

Ms C McGoldrick addressed Council and outlined the background to the development of the competencies listed in the Competency Framework for Disciplinary Committee members. Council discussed the appraisal process of members of the Disciplinary Committees.

It was noted that The Professional Standards Authority’s review of the Nursing and Midwifery Board of Ireland had been circulated to Council following the meeting held on 28 August, and was also available in hard copy at the meeting.

**Action:** It was agreed that a list of proposed members to be appointed to Disciplinary Committees, will be before Council for consideration at its meeting on the 16 December. (Ms C McGoldrick)

**Decision:** Council approved the *Competencies for Members of Disciplinary Committee* Document and the *Core Competency Framework – Disciplinary Committee Members* on the proposal of Dr J Holohan and Prof C O’Driscoll.

**5e Recommendations to Council for renewal of appointments to PSI Advisory Committees**

The President addressed Council. Council was informed that the terms of office of a number of PSI

Advisory Committee members had expired, or were due to expire in October. Council had been circulated with documentation containing a biography of each of the Advisory Committee members who had indicated that they would be in a position to continue to participate in the work of the Committee and had expressed an interest in being reappointed. It was also proposed to appoint some Council members to certain committees for the first time. It was outlined that in future the document will clearly specify that appointments are recommended by the Chair of the Committee and President.

Council was asked to approve the following appointments to the Advisory Committees for a two year period.

Pharmacy Practice Development Committee (PPD)

- 1 Tamasine Grimes
- 2 Mary Culliton
- 3 Clare Ward

Professional Development and Learning Committee (PDL)

- 1 Niamh McMahon
- 2 Stephen MacMahon
- 3 Yvonne Sheehan
- 4 Tim Delaney
- 5 Pauline Kavanagh

Registration and Qualification Recognition Committee (RQR)

- 1 John Lynch

Inspection & Enforcement Committee (I&E)

- 1 Mike Morris
- 2 Jean Holohan

Administration & Finance Committee (A&F)

- 1 Rita Purcell (Chair)
- 2 Shane McCarthy

Audit Committee

- 1 Pat O'Byrne

The President advised the Council that further appointments to the Advisory Committees would be presented to Council for approval at the December meeting.

**Decision:** Council approved the appointment of the persons listed above to the respective Committees for a term of two years from the date of the appointment on the proposal of Dr P Gorecki and seconded by Mr P O'Dowd.

## **6 Decision re process for appointments to PSI Council**

The President addressed Council. In accordance with Rule 14 of the Pharmaceutical Society of Ireland (Council) Rules 2008 (SI 492 of 2008) following the elections held in April 2013, a panel of persons was created to fill casual vacancies that arise in respect of the pharmacist posts on the Council (the 'casual vacancy panel'). The following are the names of the panel members: 1) Mr Edward MacManus MPSI 2) Mr David O'Sullivan MPSI and 3) Ms Caroline McGrath MPSI.

In relation to the vacancies that had arisen on Council in recent months, Council was informed that Mr E MacManus and Ms C McGrath had confirmed their willingness to accept appointment to the PSI Council, with terms of appointment expiring in June 2017. It was outlined that both appointments must be made by the Minister for Health and the Minister had been informed accordingly.

Council was informed that Mr D O'Sullivan had informed PSI that he was no longer in a position to fill a casual vacancy on the PSI Council.

In light of the above, it was outlined to Council that one casual vacancy remained on the PSI Council, namely the vacancy due to expire in June 2015. As the casual vacancy panel had become exhausted, Council was informed that it had two choices: 1) to leave the post vacant until the PSI Council elections due to take place in April 2015, or 2) to progress to fill the vacancy through a selection process.

Ms M Kinsella advised that the PSI Legal Advisors had raised some questions about the operation of Rule 14 of the Pharmaceutical Society of Ireland (Council) 2008 relating to the Council's power to fill a casual vacancy on the Council. In light of this, the Executive will give consideration to possible amendments of the Rules to clarify the provision.

**Decision:** Council decided that the casual vacancy which expires in June 2015 should remain unfilled until the PSI Council Election due to take place in April 2015, which will eliminate the vacancy.  
The Council's decision on this matter will be included in the next monthly newsletter.

## **7 Proposed placement structure for the five-year integrated degree programme**

Mr F Ó Cuinneagáin addressed Council. Council had been circulated with a Memorandum and the proposed placement structure for the five-year programme. The Professional Development and Learning (PD & L) Committee considered the proposed placement structure at its meeting on 10 September and approved its submission to Council. Mr F Ó Cuinneagáin advised that this new placement structure will be applicable in the context of the new Pharmaceutical Society of Ireland (Education and Training) (Integrated Course) Rules 2014 (SI No 377) and is specifically for the purposes of Standard 4.9 set out in the 'Accreditation Standards for the Five-Year Fully Integrated Masters Degree Programmes in Pharmacy'. Council noted the proposal put forward by the higher education institutions to the National Forum to commence the fourth year of the programme in July.

The issue of the availability of hospital placements in the Integrated MPharm programme was discussed. The President advised Council that hospital placements had been discussed with the Minister for Health at the meeting dated 7 August. Ms M Kinsella added that meetings took place with the Department of Health on 20 August 2014 and with the HSE on 21 August 2014. Council was informed that both the Department and the HSE's HR Directorate had indicated their support in progressing the changes necessary in terms of hospital placements to facilitate the implementation of the five-year integrated programme.

Mr F Ó Cuinneagáin advised that the first meeting of the Implementation Steering Group would take place on 6 October 2014.

**Decision:** Council accepted the proposal by the higher education institutions to commence

the fourth year of the programme in July and approved the proposed placement structure for the five-year integrated degree programme on the proposal of Ms N Cantwell and seconded by Mr K O’Hourihane.

## **8 Accreditation Standards for the Five-Year Fully Integrated Masters Degree Programme in Pharmacy**

Mr F Ó Cuinneagáin addressed Council. Council had been circulated with a memorandum and tracked and clean versions of the Accreditation Standards for the Five-Year Fully Integrated Masters Degree Programme in Pharmacy. Council had approved, in principle, the Accreditation Standards at its meeting on 12 December 2013 on the basis that the Pharmaceutical Society of Ireland (Education and Training) (Integrated Course) Rules 2014 had not, at that time, been finalised. The changes made to the Accreditation Standards document were typographic in nature, making specific reference to the new PSI (Education & Training) (Integrated Course) Rules 2014. The PD & L Committee considered the updated Accreditation Standards at its meeting on 10 September and agreed to submit these Standards to Council for its consideration and approval.

**Decision:** Council approved the Accreditation Standards for the Five-Year Fully Integrated Masters Degree Programme in Pharmacy for the purposes of Rule 7 of the Pharmaceutical Society of Ireland (Education and Training) (Integrated Course) Rules 2014 on the proposal of Dr J Holohan and seconded by Mr S McCarthy.

## **9 Guidance document for the Higher Education Institutions to accompany the Accreditation Standards for the five-year fully integrated pharmacy degree programme**

Mr F Ó Cuinneagáin addressed Council. Council had been circulated with a briefing note, clean and tracked versions of the draft Guidance document for the Higher Education Institutions and a copy of an independent review carried out by Professor Brenda Costall. The guidance document has been developed by the PD & L Unit to accompany the new Accreditation Standards to provide clear guidance to the Higher Education Institutions as an aid to assist compliance with the Accreditation Standards.

The PD & L Committee recommended that the draft Guidance document (subject to a number of revisions) be submitted to Council for approval on 28 August 2014. The PD & L Committee had also recommended that the document be provided to the three Schools of Pharmacy for information and general comment. In view of the divergence of views submitted by the three Schools of Pharmacy regarding certain aspects of the draft guidance, the PSI commissioned Professor Brenda Costall to conduct an independent review of the draft document. Professor Costall’s suggested amendments to the Guidance document had been tracked for Council’s information (ref 9c). Mr F Ó Cuinneagáin advised that the Guidance document and correspondence from the three schools of pharmacy had been considered and discussed by the PD & L Committee at its meeting held on 10 September. Professor Costall’s report and suggested amendments to the Guidance document had been accepted by the PD & L Committee via a written process as agreed at its 10 September meeting. The amended Guidance document was presented for approval by Council.

Council noted that the document is a Guidance document and is intended to provide guidance and flexibility to the Schools of Pharmacy in meeting the Accreditation Standards.

**Decision:** The Guidance for Higher Education Institutions to accompany the Accreditation Standards for the five-year fully integrated Masters Degree Programmes in Pharmacy was approved by Council, subject to an introduction page being inserted setting out the purpose of the Guidance, on the proposal of Ms N Cantwell and seconded by Mr K O’Hourihane.

## **10 Final Approval of the Irish Institute of Pharmacy (IloP) Process for Accreditation of CPD Programmes which are commissioned under the Department of Health Work Programme**

Mr F Ó Cuinneagáin addressed Council. Council had been circulated with a memo and clean and tracked versions of the IloP's Process for Accreditation of CPD Programmes. Council, at its meeting on 15 May 2014, had approved a previous version of the *IloP Process for Accreditation of CPD Programmes which are commissioned under the Department of Health work-Programme* subject to the mechanism for appeals being reviewed and brought back to Council for approval.

Council was informed that the appeals mechanism had since been revised and some further quality improvement amendments had been introduced to the overall document. The PD & L Committee considered the revised document at its 10 September 2014 meeting and agreed to submit it to Council for consideration and approval.

**Decision:** The updated *IloP Process for Accreditation of CPD Programmes which are commissioned under the Department of Health Work Programme* was approved by Council on the proposal of Ms N Cantwell and seconded by Mr J Corr.

## **11 Irish Institute of Pharmacy (IloP) 2015 Annual Work Programmes (Department of Health/PSI Funding Stream)**

Mr F Ó Cuinneagáin addressed Council. Council had been circulated with two documents (11a – Annual Work Programme: Department of Health Funding Stream and 11b) – Annual Work Programme: PSI Funding Stream. Mr Ó Cuinneagáin drew Council's attention to the governance structure regarding the work programme approval under the Department of Health funding.

The President acknowledged the huge volume of work carried out by Dr L Horgan to bring the IloP to fruition.

**Decision:** The Irish Institute of Pharmacy 2015 Annual Work Programmes (Department of Health/PSI Funding Stream) were approved by Council on the proposal of Prof K Murphy and seconded by Mr P O'Dowd. Council noted that the Annual Work Programme relating to the Department of Health funding stream would now be submitted to the Department for approval and sign-off of the 2015 funding allocation in line with the governance structure.

## **12 Draft Guidance on Data Protection for Pharmacists**

### **12.1 Report on the public consultation on Guidance on Data Protection for Pharmacists.**

### **12.2 Revised draft Guidance on Data Protection for Pharmacists.**

Mr K O'Hourihane addressed Council. Council had been circulated with a cover note and clean and tracked versions of the Draft Guidance on Data Protection for Pharmacists. Council was informed that the guidance is intended to be helpful to pharmacists by outlining general principles of data protection legislation and to provide assistance to pharmacists in carrying out their duties.

Council was advised that the Data Protection Commissioners had been consulted at intervals during the development of this Guidance and reviewed the draft Guidance prior to the public consultation. Following the PPD Committee's consideration of the Guidance, Council at its meeting in May 2014 agreed to release the draft Guidance for public consultation.

Following completion of the public consultation, Council was provided with a consultation report detailing submissions received and PSI response to the submissions. At its meeting on 18 September, the PPD Committee reviewed and agreed that the draft Guidance was ready for submission to Council for approval.

**Decision:** The Guidance on Data Protection for Pharmacists was approved by Council on the proposal of Mr J Brophy and seconded by Mr J Corr.

## **13 Council policy on Executive Session**

The President addressed Council. It was outlined that work is ongoing regarding the development of a Council policy on Executive Sessions which will be presented to Council at its meeting on 16 December, 2014.

#### **14 Briefing paper re policy on temporary absence in the context of Pharmaceutical Assistants**

The President addressed Council and drew the Council's attention to the briefing paper which had been prepared and circulated to Council regarding temporary absence in the context of pharmaceutical assistants.

The President advised that the PSI had received a request from an individual pharmaceutical assistant who wished to attend the public Council meeting and address Council on this Agenda item. It was noted that the Council operates its meetings in public for transparency reasons, to provide members of the public with the opportunity to view the Council proceedings. However it was noted that the Council meeting is not designed to conduct public hearings.

In order to respond to the request from the pharmaceutical assistants, the President informed Council that she, accompanied by the Registrar and Ms D Gaughan, met with two Pharmaceutical Assistants prior to the Council meeting to clarify the position of the pharmaceutical assistants and take the opportunity to engage with and listen to their opinions.

The President emphasised to the Council that she and the Executive would continue to be open and available to meet with the pharmaceutical assistants and their Association and that proposals from pharmaceutical assistants regarding possible approaches to the definition of "temporary absence" would be welcome.

Ms D Gaughan addressed Council.

At its meeting on 17 October 2013, Council gave its approval to the development of a policy position to enable and facilitate the drafting of Rules in line with the requirements of Section 30(2) of the Act.

Council had been circulated with a Briefing document intended to inform Council and assist in the discussions regarding possible policy directions in relation to the exercise by Council of the authority conferred under Section 30(2) of the Act to make Rules governing temporary absence. The briefing paper described the history of the Pharmaceutical Assistant qualification, the interactions between the Pharmaceutical Assistants Association and the old PSI, market considerations, current legislative considerations and policy considerations. It was supported by a number of appendices including a collated summary of submissions received by PSI as part of a targeted engagement with pharmaceutical assistants, the pharmacy profession and other interested parties seeking submissions on possible approaches to "temporary absence".

Ms Gaughan also emphasised to the Council the importance of this matter in the context of the significant potential impact that any Rules may have on the working lives of pharmaceutical assistants. She drew the Council's attention to the concerns expressed by individual pharmaceutical assistants and the Pharmaceutical Assistants Association.

Ms. Gaughan reminded the Council that the PSI is currently implementing the terms (in so far as practicable) of the Code of Practice arising from the 1994 Agreement between the old PSI and the Pharmaceutical Assistants Association. The PAA has expressed concerns regarding this. In light of the concerns raised regarding the existing Code of Practice, work is ongoing at the RQR Committee to identify an appropriate policy approach in order to frame an alternative fair and workable model for the definition of "temporary absence", which also provides public assurance of safe pharmacy practice and patient safety.

Ms Gaughan updated Council regarding a meeting held with the Pharmaceutical Assistants in May 2014, and the detail of proposed engagement outlined thereat. Council was informed that the RQR Committee considered the matter in April 2014, following this, a request for submissions regarding

the scope of practice of pharmaceutical assistants and the meaning of temporary absence was issued in June 2014 and the submissions were considered by the RQR Committee at its meeting in August 2014. It was noted that 84 submissions had been received as part of the targeted engagement and that further correspondence had been recently received from the Pharmaceutical Assistants Association.

Council discussed the matters in the context of its particular remit and authority, having due regard to patient safety, the necessity for drafting of Rules, the responsibility of the supervising and superintendent pharmacist, and the requirement for engagement.

**Action:** Registration and Qualification Recognition (RQR) Unit and Committee are to expedite the preparation of policy and the drafting of Rules under Section 30(2) of the Act, having due regard to the necessity to engage with external expertise and relevant stakeholders in this regard. (Ms D Gaughan)

## **15 PSI Financial Report Quarter 2**

As apologies had been received from Ms R Purcell, Chair of the Administration and Finance Unit, Mr J Bryan addressed Council. Council had been circulated with the Financial Report and Management Accounts for the period to 30 June 2014.

Following a discussion regarding legal costs and how they can be managed to ensure cost efficiency, Ms C McGoldrick advised Council that the PSI's legal costs are broadly in line with those of other regulators. Council was advised that the Executive is closely monitoring legal costs and that under the new legal Framework Agreement, regular review meetings with PSI's solicitors take place to monitor legal costs and fees and will be discussed again at the next scheduled meeting. Ms C McGoldrick added that a deeper analysis of the classification of legal fees is being undertaken under order to provide more meaningful data to the Administration & Finance Committee and to the Council regarding legal costs.

**Action:** It was agreed that the Executive is to continue its work on managing and seeking best value in legal costs and as part of the review of the Service Plan reporting template the Executive is to identify ways in which more detailed information can be provided to Council regarding actual versus budgeted spend in relation to all organisational costs including legal costs.

***The President, with Council's agreement, took agenda item 17 Review of PSI Risk Register then agenda item 16 Report of the Audit Committee Chair.***

## **17 Review of PSI Risk Register**

The President addressed Council. Council had been circulated with the Risk Register of the Pharmaceutical Society of Ireland.

In the context of risks identified in the Risk Register, the Council discussed the following matters:

- The importance of succession planning with reference to PSI staff and Council members,
- The need for amendments to the Pharmacy Act to ensure the effective and efficient operation of the PSI,
- The importance of ensuring the effective operation of the PSI Council and the PSI staff in the performance of PSI's statutory functions.

Ms Eugenie Canavan, Chair of the Audit Committee joined the Council meeting at 10.37am.

Ms Canavan advised that the Audit Committee review the Risk Register at each meeting. Ms M Kinsella added that the Senior Management Team also review the Risk Register at their weekly meetings.

**Action:** The Executive to provide Council with clarification on the PSI's process for adjusting

the grading assigned to risks in the Risk Register and on PSI's Escalation Policy. (M Kinsella)

#### **16 Report of the Audit Committee Chair**

Ms E Canavan, Chair of the Audit Committee addressed Council. The Audit Committee met in June and following the meeting a report was issued to the Council for its meeting on 26 June. The Audit Committee is due to meet 14 October 2014.

Ms Canavan outlined to Council the recent priorities of the Audit Committee:

- The Audit Committee had reviewed the draft Risk Assessment and 3-year Internal Audit Plan and had sought clarifications from the Internal Auditors on the draft document, particularly with regard to timelines for the completion of internal audit reports.

**Action:** A written report from the Chair of the Audit Committee will be available to Council for consideration at its meeting on 16 December 2014. (Ms E Canavan)

Ms Eugenie Canavan left the Council meeting at 10.50am

#### **18 Quarterly report on Implementation of Irish Institute of Pharmacy (IloP) Services.**

The President addressed Council. Council had been circulated with a quarterly report on the implementation of IloP services for information. Council noted and commended, in particular, the huge volume of work carried out by the small team at the IloP since its inception.

#### **19 Quarterly update on implementation of the Five-Year Fully Integrated Masters Degree Programme in Pharmacy**

The President addressed Council. Council had been circulated with a quarterly report on the implementation of the integrated MPharm programme for information. The President and Mr F Ó Cuinneagáin highlighted the following matters to the Council:

- a) Following the making of the PSI (Education & Training) (Integrated Course) Rules, plans are in development for the delivery of a coordinated communications campaign by PSI and the three academic institutions regarding the new programmes commencing in September 2015. Council was informed that the communication campaign will be discussed at the first meeting of the Implementation Steering Group due to take place on 6 October 2014.
- b) Work is ongoing amongst the three institutions, supported by the PSI as necessary, towards securing agreement on the location and organisation of the Office of Experiential Learning.

With regard to the issue of progress on securing practice placements in hospital pharmacy in the integrated MPharm programme, Dr L Horgan advised the Council that the PSI has been working closely with Department of Health and the HSE to seek agreement on structures to facilitate hospital pharmacy placements during the integrated degree programme. In addition, it was noted that the Statutory Instrument does not prescribe the duration of student placements in each of the three settings of community, hospital and industry, thus giving flexibility in respect of the location and duration of placements.

**20 2015 Council meeting and Council Training dates**

The President addressed Council. Council had been circulated with a memo outlining six proposed dates for Council meetings in 2015 and two proposed dates for Council training. Council was informed that the proposed dates had been selected to align with the agenda items which must be dealt with by the Council at specific times of the year.

With Council's agreement, the President proposed that going forward the agenda items for the for the Public Council meeting will follow a subject related sequence as oppose to taking decision items first, discussion items second and finally information items.

**Action:** Council members were invited to inform Ms M McKeown as soon as possible if they would not able to attend on any of the particular meeting dates identified. (Council members)

**21 Council Members' Time**

Nothing to report.

The President thanked Council. The Public Council meeting ended at 11.18am

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**President**

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**Date**