

**Summary Minutes of the Medical Council
held on 14th & 15th December, 2016 in Kingram House, Kingram Place, Dublin 2.**

MEMBERS PRESENT – 14th December, 2016

Professor Freddie Wood (President)	
Dr Audrey Dillon (Vice President)	Dr Ruairi Hanley
Dr John Barragry	Mr Sean Hurley
Ms Katharine Bulbulia	Professor Alan Johnson
Dr Anthony Breslin	Mr John Nisbet
Mr Declan Carey	Mr Tom O'Higgins
Ms Anne Carrigy	Dr Michael Ryan
Dr Sean Curran	Ms Cornelia Stuart
Mr Fergus Clancy	Dr Consilia Walsh
Dr Rita Doyle	
Ms Mary Duff	

Apologies

Professor Mary Leader
Professor Fidelma Dunne
Dr Bairbre Golden
Ms Marie Kehoe-O'Sullivan
Ms Margaret Murphy
Professor Colm O'Herlihy

MEMBERS PRESENT – 15th December, 2016

Professor Freddie Wood (President)	Dr Bairbre Golden
Dr Audrey Dillon (Vice President)	Dr Ruairi Hanley
Dr John Barragry	Mr Sean Hurley
Ms Katharine Bulbulia	Professor Alan Johnson
Dr Anthony Breslin	Mr John Nisbet
Mr Declan Carey	Professor Colm O'Herlihy
Ms Anne Carrigy	Dr Michael Ryan
Dr Rita Doyle	Ms Cornelia Stuart
Ms Mary Duff	Dr Consilia Walsh

Apologies

Professor Mary Leader
Mr Fergus Clancy
Dr Sean Curran
Ms Marie Kehoe-O'Sullivan
Ms Margaret Murphy
Mr Tom O'Higgins

In attendance – full meeting

Mr Bill Prasifka (CEO)
Ms Jane Horan (Acting Secretary to Council Corporate Governance & Council)
Ms Aoife Fitzsimons (Corporate Governance & Council Manager)
Mr William Kennedy (Director of Regulation)
Ms Carine Pressers (Head of Investigations & Complaints; Solicitor)
Ms Ruth Rock (Head of Investigations & Complaints; Solicitor)

In attendance – for the relevant parts of the meeting

Mr Philip Brady (Acting Director of Professional Development and Practice)
Ms Wendy Kennedy (Director of Corporate Services)
Ms Úna O'Rourke (Head of Education, Training and Professionalism)
Ms Jantze Cotter (Head of Professional Competence)
Mr John Sidebottom (Head of Inquiries, Health and Monitoring)
Ms Deirdre Foley (Acting Head of Finance)
Ms Ciara McMorrow (Head of Procurement & Facilities)
Ms Barbara O'Neill (Acting Head of Communications)

Note of Private Session:

A private session was held prior to the commencement of the Council meeting. Following completion of this session, the Council meeting formally commenced.

CEO's Report

Council noted the Quarter 3 Business Plan 2016 update. Council noted that the business planning for 2017 had been completed which included the development of detailed business cases.

The CEO congratulated the Communications team on the success of the recent Medical Council's Patient Safety & Leadership Conference which took place on 27th October, 2016. There had been wide media coverage and the overall feedback had been positive.

Council was advised that the annual research with the public and the profession is ongoing.

Council was updated in relation the Workforce Plan;

Council was updated in relation to the procurement activities across the organisation.

Council was advised that the 2017 Budget has been prepared and that whilst the budget is challenging, every effort has been made to ensure that financial provision has been made to enable the Executive to deliver on the Business Plan items.

The CEO provided an update in relation to the first time applications for registration which continue at lower levels than 2015. This is a testimony to the systems in place and the additional staffing have made an impact on completing the initial assessments.

The CEO advised that the three year schedule for the regional accreditation will commence in April 2017 with a visit to NUIG and Saolta Hospital Group. The recruitment of the Assessor Panels will help strengthen and support the panel for the accreditation work to be carried out.

The CEO updated Council in relation to the Professional Competence activity. The main matters that will be looked at in the coming year are; addressing the issue of non-enrolment in a Professional Competence Scheme as required by law, refining the performance assessment model and streamlining the processes and defining and negotiating the arrangements with the PGTB's to continue the operation of the schemes. Further data will be collected due to the fact that some information in relation to trainees has not been captured.

The CEO completed his report with an update on a number of stakeholder meetings of note.

President's Business

Council noted the current inquiry dates fixed for hearing and advised that members provide their availability to the Professional Standards Department.

Council considered email correspondence from Dr John Jenkins in relation to the relationship between the Council's 8 Domains and 3 Pillars of professionalism. Council agreed that a Sub-Committee be set up which would also include input from both Registration and Continuing Practice and Education, Training and Professional Development Committee.

Council considered the Report of Judge Maureen Harding Clarke in relation to Symphysiotomy and agreed that a group of three Council members would review the report and provide an update to Council.

Council was advised in relation to a recent meeting with the Inspector of Anatomy in which they had discussed the use of human cadaver material and the Human Tissue Bill.

Council noted the meetings the President had attended.

Council considered the email from Dr Sisson, Consultant and Accredited Specialist in Occupational Medicine, Clinical Lead for the Workplace Health & Wellbeing Unit, HSE seeking a member to sit on the Working Group to develop a strategy for doctor's health and wellbeing. Dr Doyle volunteered to sit on this group.

Audit, Strategy & Risk Committee (ASRC)

5.1 Report of the Audit, Strategy & Risk Committee meeting held on 1st December, 2016

The report of the Audit, Strategy & Risk Committee held on 1st December, 2016 was presented to Council.

Council approved the 2017 Draft Business Plan and its adoption for implementation and that the single biggest risk to the 2017 Business Plan implementation was increasing regulatory activity. As 2017 is Council's last full year in office, Council were advised that the CEO and Executive will closely monitor the implementation and completion of the Business Plan and five year strategy for the remainder of this Council term.

Council approved the 2017 draft corporate budget.

Council approved the terms of reference of the Audit, Strategy & Risk Committee, ETPDC, the Health Committee, the Monitoring Committee, the Nominations and Development Committee, the Fitness to Practice Committee, the Strategy & policy Sub-Committee and the ICT Sub Committee.

Council was advised that discussions had taken place between the Audit Committee and Mazars (on behalf of the C&AG) re. the external audit of 2015. The topics included: the Audit Management Letter, the timing of the C & AG Audit, FRS 102 impact on preparation of Financial Statements, the new Code of Practice for the Governance of State Bodies issued by Department of Finance. It was noted that the 2016 Audit should hopefully be carried out in early 2017.

Council was advised that Mr David Devereux of BDO, presented the findings of the internal audit of Audit Recommendations to the Audit, Strategy and Risk Committee. Council noted that the overall level of assurance was substantial with one low level finding.

Council was updated in relation to the 2016 Business Plan.

Council approved the report of the Audit Strategy and Risk Committee.

Risk Management

The Chief Risk Officer presented the updated risk registers to Council and noted four new risks have been included on the risk register.

Council approved the Risk Register.

Nominations & Development Committee (NDC)

The report of the Nominations & Development Committee meeting held on 24th November, 2016 was presented to Council.

Council approved the recommendation to commence the recruitment process for a panel of assessors to support the Education, Training and Professionalism Accreditation processes.

Council approved the recommendation that Council should re-establish its own Medical Ionising (MIR) Committee in order to fulfil the Council's obligations under the Statutory Instrument 478/2002 European Communities (Medical Ionising Radiation Protection) Regulations 2002 and further approved the recommendation to commence the recruitment process.

Council noted the Survey has been issued and the results and a draft Learning and Development plan will be considered by the Committee at its next meeting.

Council approved the report of the Nominations and Development Committee.

Education, Training & Professional Development Committee (ETPDC)

The report of the Education, Training and Professional Development Committee meeting held on 23rd November, 2016 was presented to Council.

Council approved the Committee's recommendation to approve the programme of Vascular Surgery and the RCSI as the body which may grant evidence of satisfactory completion of specialist training in Vascular Surgery.

Council approved the Committee's recommendation to approve the programme of Sports and Exercise Medicine and the Faculty of Sports and Exercise Medicine as the body which may grant evidence of satisfactory completion of specialist training in Sports and Exercise Medicine. Council noted that the assessment of the programme was based on the Medical Council's standards, which are appropriate to this jurisdiction, and it was found to meet those standards. T

Council approved the Committee's recommendation the amended Section 88 Rules following the consultation process.

Council noted that input from the ETPDC will be given in relation to developing a model that maps the 8 Domains of Professional Practice for professional competence to the 3 Pillars of Professionalism introduced in the new Ethical Guide, with regard to Council's activities and standards.

Council also noted that the first report of a three-part study into clinical learning environments , part-funded by the Medical Council, will be sent to the Council's Communications Group and a formal launch of the findings will take place once all three studies have been completed. Council was advised that the President will discuss the report with the Forum of Postgraduate Training Bodies and the HSE NDTP at future meetings, with a view to them circulating it more broadly.

Council noted that an action plan from the findings from *Your Training Counts* surveys 2014 and 2015 is being considered with a view to developing a publication which highlights the outcomes from the survey.

Council approved the report of the Education, Training and Professional Development Committee.

Registration and Continuing Practice Committee (RCPC)

The report of the Registration and Continuing Practice Committee meeting held on 24th November, 2016.

Council was advised that a number of medical practitioners had chosen not to seek a review of the RCPC's decision to refuse registration and the review window had expired. Council confirmed the decision of the RCPC to refuse registration to the practitioners concerned.

Council noted the recommendations from the Safe Start Working Group, and the requirement to identify short, medium and long term actions and that a plan to address the recommendation will be developed.

Council also noted that the analysis of the data from the Patient Feedback Pilot is expected.

Council approved the report of the Registration and Continuing Practice Committee.

Ethics & Professionalism Committee (EPC)

The Report of the Ethics and Professionalism Committee meeting held on 29th November, 2016.

Council noted the Committee had discussed the outcome of the two PlayDecide workshops held at the Medical Council Safety and Leadership Conference in October this year. Council further noted that future PlayDecide events planned as part of the Medical Council's regional visits might present an opportunity for future publications, if consent is obtained from those participants.

Council noted that the Committee had developed six vignettes and agreed to continue to publish them in the Medical Council newsletter in 2017, as well as developing an allocated area of the website. Council also noted that a web link to the vignettes will be distributed to indemnifiers, medical schools and other relevant bodies, as well as Committee members.

Council noted progress is being made with the Joint Working Group on Prescribing and Dispensing to develop guidance documents on key issues identified through consultation with the profession and collaboration with the PSI. The Working Group will be holding a second workshop on Medicines Management in Residential Care Settings next February. The PSI are awaiting legislative amendments to be enacted in order to finalise the first draft guidance document on Controlled Drug Prescribing and Dispensing.

Council approved the report of the Ethics and Professionalism Committee.

Health Committee (HC)

The report of the Health Committee meeting held on 30th November, 2016 was presented to Council.

Council noted the breakdown of the number of practitioners who are supported by the Committee.

Council also noted that review sessions have been carried out and ongoing support be continued with reports and review sessions taken up and arranged as appropriate.

Council noted that arising from the review session report and medical reports three of the practitioners have now been released from their undertaking not to engage in the practice of medicine, however in each case a further undertaking has been sought regarding a phased return to work.

Council noted that positive health reports were received and reviewed in respect to three practitioners and that review sessions are currently scheduled for two of the practitioners in December.

Council noted that one practitioner was offered the support of the Committee following her self-referral.

Council approved the report of the Health Committee.

Monitoring Committee (MC)

The report of the Monitoring Committee meeting held on 24th November, 2016.

Council noted the number of medical practitioners who have conditions attached to the retention of their name in the Register.

Council noted that correspondence and documentary evidence of compliance had been received, where appropriate, from each of those other practitioners currently practising within the jurisdiction with conditions attached to the retention of their name in the Register and that such further evidence would be taken up as when required in order to confirm compliance.

Council noted that the Committee are currently reviewing the bank of conditions previously drafted to assist the Fitness to Practise Committee and Medical Council when imposing conditions, to ensure that the conditions being used are workable and can be probably monitored.

Council approved the report of the Monitoring Committee.

Media Coverage Log covering period: November- December 2016

This Item was noted by Council.

Date and Time of next meeting

Council noted the next meeting will be held on Wednesday 8th February, 2017 at 12:30 hrs and Thursday 9th February, 2017 at 08:30 hrs.