

**Summary Minutes of the Medical Council  
Meeting No.10 of 2015**

**MEDICAL COUNCIL**

The 330<sup>th</sup> meeting of the Medical Council was held at 12:30hrs on Wednesday 16<sup>th</sup> September, 2015 and 08:30 hrs on Thursday 17<sup>th</sup> September, 2015 in Kingram House, Kingram Place, Dublin 2.

**MEMBERS PRESENT**

Professor Freddie Wood (President)	Dr Bairbre Golden
Dr Audrey Dillon (Vice President)	Dr Ruairi Hanley
Dr John Barragry	Mr Séan Hurley
Dr Anthony Breslin	Ms Marie Kehoe O'Sullivan
Ms Katharine Bulbulia	Ms Margaret Murphy
Mr Declan Carey	Mr John Nisbet
Ms Anne Carrigy	Dr Michael Ryan
Dr Seán Curran	Dr Consilia Walsh

**Apologies**

Dr Rita Doyle  
Ms Mary Duff  
Professor Fidelma Dunne  
Professor Alan Johnson  
Professor Mary Leader  
Professor Colm O'Herlihy  
Ms Cornelia Stuart

**In attendance – full meeting**

Ms Catherine Whelan (Interim CEO)  
Mr William Kennedy (Director of Regulation)  
Ms Jane Horan (Senior Executive Officer, Corporate Governance and Council)  
Ms Roslyn Whelan (Senior Executive Officer, Professional Standards)  
Ms Fidelma Burke (Clerical Officer, Professional Standards)  
Ms Niamh Muldoon (Chief Risk Officer and Solicitor, Regulation)

**In attendance – for the relevant parts of the meeting**

Mr Philip Brady (Head of Registration)  
Mr Jim Mc Dermott (Head of ICT)  
Ms Lorna Farren (Communications Manager)  
Ms Wendy Kennedy, (Finance Manager)  
Ms Aoife Mellett (Solicitor, Regulation)  
Mr John Sidebottom (Senior Executive Officer, Regulation)

**Note:**

A Private Session was taken prior to the commencement of the Council meeting. Following completion of this session, the Council meeting was then formally commenced.

Due to the unavailability of the President on Wednesday 16<sup>th</sup> September, 2015 the Vice-President assumed the Chair.

## **Minutes**

### **Minutes of the 328<sup>th</sup> and 329<sup>th</sup> Meetings**

The minutes of the above meetings were approved by Council.

#### **CEO's Business**

The Interim CEO updated Council with regard to the ongoing website projects relating to Registration and Complaints. Council was informed that the projects currently underway would make the website content more accessible and user-focused.

Council was informed that BDO had completed their Internal Audit on Risk Management and issued a positive report in July, 2015 with one low level finding.

The Interim CEO updated Council in relation to the progress of the Workforce Plan, outlining that priority has been given to addressing the immediate concerns in relation to filling vacant positions and regularisation of "acting" and contract roles. Council was also updated in relation to a number of key initiatives including training and development and a Mentoring Scheme within the Council.

Council noted that the Annual Retention process officially closed out on 19<sup>th</sup> August, 2015. This showed a significant increase in retentions compared with 85% completion rate for this time last year. Council noted that the retention process this year also involved a fee increase.

The Interim CEO outlined the Property Strategy being prepared in relation to Lynn House.

The Interim CEO informed Council that the ICT Strategic Plan 2015 – 2018 was near completion and would be considered by the ASRC in October, 2015.

Council was informed that the audit of the Council's Revenue Generation processes was underway.

Council noted that the Certificate of Current Professional Status (formerly the Certificate of Good Standing) will issue to all registrants who request this Certificate, reflecting their current status. Previously, a Certificate of Good Standing would not issue to doctors who were the subject of a complaint/inquiry. The Council will now offer a Certificate of Current Professional Status to any registrant, that will detail the practitioner's current status, stating if the practitioner is the subject of a complaint and/or inquiry.

The Interim CEO updated Council in relation to the progress of the draft new "Guide to Professional Conduct & Ethics". Council was advised that the submissions received were being reviewed by the Ethics & Professionalism Committee. Council noted that the draft Guide would be reviewed again in due course.

The Interim CEO updated Council in relation to Research, Monitoring and Evaluation matters, namely the "Workforce Intelligence Report" for 2015 is now finalised and ready for publication. The Report offers an insight into the geographical distribution of doctors. Council noted that "Your Training Counts 2014 – Career Intention & Retention" data is also ready for publication.

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

## **Medical Groups Presentation on Regulation of Lobbying Legislation**

The Interim CEO informed Council that the Regulation of Lobbying Act, 2015 had commenced on 1<sup>st</sup> September, 2015 which sets out that lobbying activities need to be recorded and reported for many organisations. Council was informed that under the Act, there is an exemption for public service bodies regarding the requirement to register and submit returns of lobbying activities. The Interim CEO advised Council that the Department of Public Expenditure had confirmed that the Medical Council falls under this provision of the Regulation of Lobbying Act, 2015.

## **Report of Education, Training and Professional Development Committee meeting held on 26<sup>th</sup> August, 2015**

The report of the Education, Training and Professional Development Committee meeting held on 26<sup>th</sup> August, 2015 was presented to Council.

Council agreed that Military Medicine be recognised as a speciality under Section 89(1) of the MPA 2007.

Council noted that arrangements in relation to the forthcoming accreditation visit to RCSI Perdana scheduled to take place week-commencing 18<sup>th</sup> January 2016 are ongoing.

Council noted the ongoing review of the intern year and the two primary components of this review are a stakeholder study and a project which is identifying Intended Learning Outcomes of intern training. The forthcoming Education and Training Symposium entitled "Supporting the Transition from Student to Doctor" is to be held on 22<sup>nd</sup> September 2015 and will bring additional focus to this review.

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 27<sup>th</sup> August, 2015 was presented to Council.

Council was updated in relation to the continued upward trend in the number of applications for registration.

Council was also updated in relation to arrangements from other competent authorities relating to disciplinary matters and endorsed the practice of reviewing listings issued from same.

Council noted the decisions were made by the Committee in relation to 10 registration cases.

Council was updated in relation to the PCS Audit cycle and PCS case management.

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

## **Nominations and Development Committee (NDC)**

The report of the Nominations and Development Committee meeting held on 1<sup>st</sup> September, 2015 was presented to Council.

Council approved the recommendation of the Committee to appoint a new member to the Health Committee.

Council noted correspondence in relation to Learning & Development sessions for the remainder of the year had been circulated to Council members to ascertain their availability.

Council approved the report of the Nominations and Development Committee.

### **Ethics & Professionalism Committee (EPC)**

The report of the Ethics & Professionalism Committee meeting held on 1<sup>st</sup> September, 2015 was presented to Council.

Council was updated in relation to the public consultation for the draft Guide to Professional Conduct and Ethics. Council noted that an additional meeting of the Committee had been scheduled for 29<sup>th</sup> September, 2015 to further review the submissions.

### **PSI Working Group**

The Vice-President informed Council that the EPC had met with the Pharmaceutical Society of Ireland to discuss producing a joint guidance on prescribing. The purpose of the Group is to develop guidance/information for Medical Practitioners and Pharmacists which enhances patient safety by improving the standard of 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 26<sup>th</sup> August, 2015 was presented to Council.

Council noted that there are currently 40 practitioners supported by the Health Committee.

Council noted the recommendation of the Committee in respect to two practitioners and agreed that the practitioners be released from the support of the Committee.

Council noted that 10 review sessions were conducted by the various teams in respect of 9 practitioners, to include the one practitioner referenced above who is being recommended for release from the Committee.

Council approved the report of the Health Committee.

### **Monitoring Committee (MC)**

The report of the meeting of the Monitoring Committee held on 2<sup>nd</sup> September, 2015 was presented to Council.

Council noted that there are currently twenty-three medical practitioners who have conditions attached to the retention of their name in the Register.

Council approved the report of the Monitoring Committee.

## **President's Business**

Council noted the Terms of Reference for the National Clinical Guideline Development Group comprising key stakeholders.

Council noted correspondence received from the Royal College of Anaesthetists in relation to the Medical Council's request for a panel of experts to provide reports to the PPC.

Council noted the recent article in the Irish Independent in relation to the Council of the Pharmaceutical Society of Ireland.

## **Audit Strategy & Risk Committee (ASRC)**

The report of the Audit, Strategy & Risk Committee meeting held on 2<sup>nd</sup> September, 2015 was presented to Council.

Council was updated in relation to the recent audit carried out on behalf of the Comptroller and Auditor General. The C&AG were satisfied with the Management Response issued from Executive and an Audit Certificate had been issued by the C&AG confirming that no issues had arisen from the audit of the 2014 Financial Statements.

The Interim CEO updated Council regarding the Property Strategy Report in relation to Lynn House and Kingram House.

Council approved the draft Anti-Fraud Policy as recommended by the committee.

Council approved the updated Terms of Reference for the Audit, Strategy and Risk Committee.

Council noted the summary report of the Directorate and Corporate Risk Registers. Council also noted that the internal audit report on risk management within the organisation completed by BDO which provided Council with substantial reassurance that the system of risk management in place within the organisation is robust.

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

## **Report re Publication of FTP Findings on the Medical Council Website**

Council noted the report in relation to providing information following public inquiries, and High Court confirmation following decisions of the Medical Council.

## **Media Coverage Log covering period: July 2015 to September 2015**

This item was noted by Council.

## **Date and Time of next meeting**

Council noted the next scheduled meeting will be held on Tuesday 15<sup>th</sup> December 2015 at 12:30 hrs and Wednesday 16<sup>th</sup> December 2015 at 08:30 hrs.