

**Summary Minutes of the Medical Council Meeting
Meeting No.08 of 2015**

MEDICAL COUNCIL

The 328th meeting of the Medical Council was held at 12:30hrs on Tuesday 14th July and 08:30 hrs on Wednesday 15th July 2015 in Kingram House, Kingram Place, Dublin 2.

MEMBERS PRESENT

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

Apologies

Mr Seán Hurley
Ms Margaret Murphy

In attendance – full meeting

Ms Catherine Whelan (Interim CEO)
Ms Wendy Kennedy (Deputy Interim CEO)
Mr William Kennedy (Director of Regulation)
Ms Lisa Molloy (Head of Corporate Governance & Secretary to Council)
Ms Jane Horan (Senior Executive Officer, Corporate Governance and Council)
Ms Niamh Muldoon, Chief Risk Officer

In attendance – for the relevant parts of the meeting

Mr Philip Brady (Head of Registration)
Dr Anne Keane (Director of Strategy & Governance)
Mr Jim Mc Dermott (Head of ICT)
Ms Lorna Farren (Communications Manager)
Ms Aoife Mellett (Solicitor, Regulation)
Ms Niamh Muldoon (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.

The President opened the meeting by advising Council that Ms Catherine Whelan had been appointed as Interim CEO and formally welcomed her to the post. The President thanked Ms Kennedy for her work over the previous weeks in the role of Deputy Interim CEO.

Minutes**Minutes of the 325th, 326th and 327th Meetings**

Minutes of the above meetings were approved by Council.

CEO's Business

The Deputy Interim CEO, Ms Kennedy drew Council's attention to the following key items for consideration:

- Annual Retention process update
- Recent stakeholder engagements

Council noted that the Annual Retention process for 2015 was 94% complete. This showed a significant increase in retentions compared with 85% completion rate for this time last year. Council noted that the retention period this year also involved a fee increase.

Council noted that the report of the data collected in Your Training Counts Survey (2014) final report which focused on the career and migration intentions of trainee doctors based on data collected in Your Training Counts (YTC) 2014 would be released shortly.

The Deputy Interim CEO updated Council in relation to the Your Training Counts 2015 which had been live since May and due to will close in July. Council noted that engagement this year is particularly challenging in the context of issues relating to fee increase and NCHDs.

Council noted the report into the learning from complaints based on two pieces of research into the complaints the Council received from 2008-2012 was launched the 13th July in Dublin Castle. Council agreed that the launch had been a success and congratulated all concerned for their work in producing an excellent piece of research work.

Clarification was sought in relation to the number of the successful and unsuccessful Section 60 orders. It was agreed that an expanded update in relation to section 60 matters would be included in the next CEO report.

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

President's Business

Report of the investigation into the safety, quality and standards of services provided by the Health Service Executive to patients in the Midland Regional Hospital, Portlaoise.

Council considered the report which presented the findings of the investigation by the Health Information and Quality Authority (the Authority or HIQA) into the governance and assurance arrangements that the Health Service Executive (HSE) has in place to ensure the safety, quality and standard of services provided to patients in the Midland Regional Hospital, Portlaoise (Portlaoise Hospital), Co Laois.

Ms. Kehoe –O’Sullivan advised Council that HIQA had recently National Standards that they are expected to meet. It was agreed that a copy of this report “Linking learning to National Standards 2015” be circulated to Council members.

Letter from Mr David O’Flynn, Registrar of Dental Council seeking nominees.

Council considered correspondence from Mr O’Flynn, Registrar of the Dental Council, requesting Council to appoint two persons to serve as members of the Dental Council for a term of five years commencing on 13th November, 2015.

Mr Carey and Dr Barragry volunteered to become members of the Dental Council it was agreed that Mr Carey and Dr Barragry sit on the Dental Council for the term.

Correspondence from Ms Rachel Flynn, Acting Director of Health Information, HIQA re: Invitation to nominate a representative to the Patient Safety Surveillance Advisory Group.

Council considered correspondence from Ms Flynn, Acting Director of Health Information, HIQA, seeking a nomination of a Council member to join the Advisory Group which will provide an opportunity to provide advice on the coordination of patient safety in Ireland.

The President expressed an interest in joining the Group this was agreed by Council.

Resignation of Council members

Council noted correspondence received from Councillor Mulready formally tendering her resignation from Council and Council unanimously agreed that correspondence be sent to Councillor Mulready acknowledging her commitment and contribution to public matters on behalf of the Council and the State.

The President also advised Council that Ms. Catherine Whelan had formerly tendered her resignation in light of her appointment as Interim CEO.

Letter from EPA - Nomination to the EPA’s Radiological Protection Advisory Committee.

Council considered correspondence from the Environmental Protection Agency seeking a nomination to the Radiological Protection Advisory Committee.

It was agreed that either a Council member or a suitable person from the College would take on the role.

Report of a Review into the circumstances of an Email received by the Pharmaceutical Society of Ireland on 8th April, 2014.

Council considered the Report and decided that it be reviewed by the Audit, Strategy & Risk Committee at its next meeting and also be included on the agenda for a future Learning and Development session.

Clinical Director Project – Presentation: “What influences the reporting of concerns to the regulator?”

Ms Farren, Communications Manager presented a qualitative piece of research in relation to sharing information concerning registered medical practitioners. The presentation outlined the behaviours that influence other bodies on reporting to the Medical Council.

The Council commended Ms Farren on this piece of research.

CEO Appointment Update

The President having confirmed the appointment of Ms Whelan as Interim CEO of the Medical Council congratulated her on her success.

Council was advised that Mr Bill Prasifka was the successful candidate following the interview process for the fixed term contract position of CEO. On the proposal of the President, seconded by Mr Carey Council unanimously agreed that Mr Prasifka be appointed as CEO.

Education, Training & Professional Development Committee (ETPDC)

Professor O’Herlihy presented the report of the Education, Training and Professional Development Committee meeting held on 17th June 2015.

Council noted the request for training sites to submit a declaration form by the end of July 2015 to confirm that a self-evaluation has been completed and that any identified deficits have been reported and actioned locally. The only sites which will be required to provide supporting documentation are those which have been prioritised for inspection.

Council further noted the recent accreditation activities including the accreditation of the programmes of specialist training in respiratory medicine, trauma and orthopaedic surgery, vascular surgery. Council also noted the Faculty of Sports and Exercise Medicine had confirmed that they would be in a position to be accredited in 2015 and a programme submission is anticipated over the coming months.

Council was updated that the public consultation concerning the evaluation of military medicine as a specialty had concluded and the report on the consultation will be considered by the Quality Monitoring Subcommittee in due course who will then make a recommendation to the Committee regarding approval or otherwise.

Council noted the Inspector of Anatomy had submitted a draft Code of Practice and draft donation model consent form and that a targeted stakeholder consultation, including with the Department of Health, was being carried out.

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

Registration and Continuing Practice Committee (RCPC)

Dr Breslin presented the report of the Registration and Continuing Practice Committee meeting held on 18th June 2015.

Council was updated in relation to the continued upward trend in the number of applications for registration. It was noted that continuous improvement initiatives had introduced efficiencies and increased productivity but rising application volumes were presenting a challenge to present staffing levels. Council noted proposals relating to Registration in the Workforce Plan which would attempt to address these challenges.

Council was updated in relation to arrangements from other competent authorities relating to disciplinary matters and endorsed the practice of reviewing listings issued from same. The practice of establishing a “dummy record” will be discontinued. Council noted that a review would be undertaken in twelve months.

Council noted that the Safe Start Group had held an initial meeting and areas of focus would be identified and a draft Needs Assessment Tender would be issued shortly.

Council noted the decisions were made by the Committee in relation to a number of registration cases.

Following a proposal by Ms Carrigy, seconded by Ms Kehoe O’Sullivan, Council unanimously approved the report of the Registration and Continuing Practice Committee.

ARAF Status update & Section 79 Removal list.

Council was advised of the Section 79 Listing where all registrants included in the list are written to and given 21 days to clarify their registration status. Council noted that the annual retention process for 2015 was 92.2% completed.

Council noted that a full report of the peak period activities would be considered by the RCPC at its next meeting in August.

Council unanimously approved the Section 79 Listing.

Report of the Extraordinary meeting of the Registration and Continuing Practice Committee held on 3rd July, 2015

Council was updated in relation to the extraordinary meeting of the RCPC which was held on 3rd July 2015. At the meeting, decisions were made by the Committee pertaining to cases of interns seeking registration. The extraordinary nature of the meeting was to provide opportunity for the interns to be able to take up their posts, as appropriate.

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

Nominations and Development Committee (NDC)

The Vice-President presented the report of the Nominations and Development Committee meeting held on 30th June 2015.

Council noted the membership of the Safe Start Project Group. Council noted the diversity and age profile of the members and commended the Group on its work so far.

Council noted that there is currently an imbalance with regard to the ratio of medical and non-medical members on the Monitoring Committee with only two medical members and four non-medical members. Council further noted the Committee's proposal to redress this imbalance by inviting three external medical members on to the Committee in order to provide for the required medical majority.

Council noted that Dr Ryan, Chair of the Fitness to Practise Committee, would send correspondence to all of the Fitness to Practise Committee members to confirm their interest in remaining actively on the 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.

On the proposal of Ms Kehoe O'Sullivan, seconded by Dr Barragry, Council unanimously approved the report of the Nomination and Development Committee.

8.1.1. Summary Note of the Medical Council Away Day

Council noted the Summary Note of the Medical Council Away Day held on the 29th April, 2015.

Health Committee (HC)

Dr Doyle presented the report of the Health Committee meetings held on 1st July 2015.

Monitoring Sessions Conducted

Council noted that 8 review sessions were conducted by the various teams in respect of an equal number of practitioners, to include the one practitioner referenced above who is being recommended for release from the Committee.

Health Reports Reviewed

Council noted that positive health reports were received and reviewed in respect to six practitioners and that review sessions are scheduled for four of the practitioners in the coming month.

New Cases

Council noted that four new practitioners had been offered the support of the Committee and review sessions have been arranged for them with members of the Committee.

Council discussed the release of information in relation to practitioners availing of the Health Committee. On the proposal of the Vice-President, seconded by Professor Dunne, Council agreed that reports issued from the Health Committee should not be released to any section of the Council without the prior permission of the Chair of the Committee.

It was proposed that any practitioner who on application for registration and who is required to provide a medical report, such application will be considered by the Health Committee. Following consideration a recommendation will be then be made to Council. Council unanimously approved the report of the Health Committee.

Monitoring Committee (MC)

Mr William Kennedy presented the report relating to the meeting of the Monitoring Committee held, on 2nd July, 2015.

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

Council unanimously approved the report of the Monitoring Committee.

Audit Strategy & Risk Committee (ASRC)

Reports of the Audit, Strategy & Risk Committee meeting held on 1st July 2015

Ms Whelan, as Chair of the Asset Management Group presented the report of the Audit, Strategy & Risk Committee meeting held on 1st July 2015.

Ms Whelan advised Council that the assessment of the future of Lynn House is large piece of work and a long term strategic plan for Lynn House would be considered by the ARSC at its next scheduled meeting.

Council unanimously approved the report of the Audit, Strategy & Risk Committee.

Risk Management Update

The Chief Risk Officer provided an update to Council and advised that there are currently 62 items on the register, 6 of which are ranked as red. She further advised that the recent internal audit into Risk Management had reported that the Council are in very good standing regarding risk processes and management.

Media Log

Council noted the media log for the period May 2015 to July 2015.

Date and Time of the Next Meeting

Council noted the next scheduled meeting will be held on Wednesday 16th September at 12:30 hrs and Thursday 17th September at 08:30 hrs.