

Summary Minutes of the Medical Council meeting held on 12th & 13th July 2017

MEMBERS PRESENT – 12th July, 2017

Professor Freddie Wood (President)
Dr Anthony Breslin (Vice-President)
Dr John Barragry
Ms Vicky Blomfield
Ms Katharine Bulbulia
Ms Anne Carrigy
Dr Sean Curran
Dr Audrey Dillon
Dr Rita Doyle

Ms Mary Duff
Dr Bairbre Golden
Dr Ruairi Hanley
Mr Seán Hurley
Professor Alan Johnson
Professor Mary Leader
Mr Tom O'Higgins
Ms Cornelia Stuart

MEMBERS NOT PRESENT

Mr Fergus Clancy
Professor Fidelma Dunne
Ms Margaret Murphy
Mr John Nisbet
Professor Colm O'Herlihy
Dr Michael Ryan
Dr Consilia Walsh

MEMBERS PRESENT – 13th July, 2017

Professor Freddie Wood (President)
Dr Anthony Breslin (Vice-President)
Dr John Barragry
Ms Vicky Blomfield
Ms Katharine Bulbulia
Ms Anne Carrigy
Dr Sean Curran
Dr Audrey Dillon
Dr Rita Doyle
Ms Mary Duff

Professor Fidelma Dunne
Dr Bairbre Golden
Dr Ruairi Hanley
Professor Alan Johnson
Professor Mary Leader
Ms Margaret Murphy
Mr Tom O'Higgins
Ms Cornelia Stuart

MEMBERS NOT PRESENT

Mr Fergus Clancy
Mr Seán Hurley
Mr John Nisbet
Professor Colm O'Herlihy
Dr Michael Ryan
Dr Consilia Walsh

In attendance – full meeting

Mr Bill Prasifka (CEO)
Ms Lisa Molloy (Secretary to Council and Head of Corporate Governance)
Ms Jane Horan (Council & Corporate Governance Manager)
Mr William Kennedy (Director of Regulation)
Ms Niamh Muldoon (Head of Investigations & Complaints: Solicitor)

In attendance – for the relevant parts of the meeting

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 Ann Curran (Registration Manager – General Division)
Mr Simon King (Registration Manager)
Ms Eleanor Newman (Communications Manager)
Ms Ruth Rock (Head of Investigations & Complaints: Solicitor)

Private Session:

A private session without members of the Executive present was held. A note of this session was taken by a nominated Council member and provided to the Secretary to Council.

3.1 CEO's Report

The CEO highlighted the productive engagements in particular the information stand at University Hospital Galway on 4th May and an information evening, presented by Ms Niamh Muldoon and Ms Jantze Cotter. He also advise that the patient booklet along with promotional posters have been distributed across the network of Citizens Information offices, and that the executive are currently investigating the option of distributing to GPs surgery's on a trial basis.

The CEO provided an update of the Corporate Risk Register and advised that it has been updated to reflect risks relating to the organisation as a whole.

Council noted that the review of our organisational structure within the Workforce plan had completed and the CEO advised that the recruitment for all vacant and new positions will be rolled out on a phased basis.

Council noted that the area of Procurement remains very active and that 20 procurements are scheduled for development and/ delivery between now and year end and additions may be expected at flex-budget.

Council were advised that the ICT Manager had tendered his resignation and he assured Council that measures are being put in place until the Head of ICT role has been recruited.

The CEO updated Council that work has commenced on the implementation of the Integra 2 upgrade.

In the area of Registration, Council noted that completion rates are down slightly on last year. First time applications continue at lower levels than last year, particularly for non-EU doctors.

Council was informed that the report in relation to the review of our processes for recognition of new specialties by the Plymouth University Group is expected in the coming weeks, following which an implementation plan will be developed before lifting the pause on applications.

Council was advised that the annual survey of intern and postgraduate trainee experiences has been launched. Council noted that the Communications Team had developed a promotion plan aimed at improving participation rates. It is expected that, mid-way through the survey window, the Council will be in a position to launch a report on the data from 2014, 2015 and 2016 in the form of a 3-year look back and outline of actions taken and progress made. It is hoped that this will act as a reminder to trainees to participate and boost participation rates.

Council was updated in relation to the core Professional Competence developments. Council was advised that the Executive are working closely with the Postgraduate Training Bodies to address the issue of non-enrolment.

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

President's Business

Welcome to Ms Vicky Blomfield

The President and members welcomed Ms Blomfield to the Council.

Fitness to Practice Committee Inquiry Calendar

The President informed Council that there are a number of inquiries scheduled that need to be populated and asked that members to provide their availability.

High Court update on Dr Lohan Mannion

Council noted the recent Judgment by Mr Justice Kelly. It was agreed by Council that the topic of imposing sanctions and providing reasons be discussed at the Council's next Away Day.

President's Meetings to note

Council noted the meetings the President had attended.

Nominations for the Medical Intern Board

Council was advised that a central overarching body is being established by the Medical Council and the Health Service Executive, with responsibility for the governance and strategic direction of the Intern year on a national basis.

Council approved the nomination of the President. Council approved the nomination of Ms Úna O'Rourke, Head of Education, Training & Professionalism.

Audit, Strategy & Risk Committee (ASRC)

The report of the Audit, Strategy & Risk Committee meeting held on 26th June, 2017 was presented to Council.

Council noted the Committee's recommendation to approve the draft Internal Audit Plan which outlined four assignments for 2017 in the following areas:

- IT Governance & Structures
- Succession Planning & Staff Retention
- Medical Register (maintenance & monitoring) Processes
- Internal Financial Controls

Council noted the Committee's investment plan recommendations. Council approved the Investor Policy Statement.

Council was advised that a clear Audit Opinion in relation to the 2016 Financial Statements had been received. Council noted the Committee's recommendation that the 2016 Financial Statements be approved for sign off by the President and the Chief Executive. Council acknowledge the hard work of the Finance team in having the 2016 Audit File prepared by 31st January 2017 and their timely compliance with Accounting Standard FRS 102. Council noted the Committee's recommendation to approve the 2016 Annual Report and Financial Statements to Council and requested that they be signed off by the CEO and President.

Council noted that a review of the staff turnover is being carried out and that an HR audit scheduled for 2017 be expedited.

The report of the Audit Strategy and Risk Committee was approved by Council.

Risk Update

The Chief Risk Officer presented the updated Corporate risk registers to Council. It was noted that there are currently 81 risks reflected in the risk register, with 16 of these risks being rated as high risk by the sectional risk owners. Four new risks have been included on the register in the following areas:

- Professional Development & Practice
- Professional Development & Practice
- Corporate Governance & Council
- Professional Development & Practice

Council noted that the Risk Register will now be a separate item on the agenda.

Registration and Continuing Practice Committee (RCPC)

The Report of the Registration and Continuing Practice Committee meeting held 15th June, 2017 was presented to Council.

Council noted that a review is being carried out to develop e-learning modules to identify suitable content for the Safe Start initiative.

Council noted that that Committee is monitoring the impact of Brexit on the activities of the Council and was informed that an analysis of the number of applications from medical practitioners holding either UK citizenship or dual citizenship over the past four years showed that the numbers had remained relatively consistent with no noticeable changes since the UK referendum.

Council was advised that three new specialties were accredited under S89 of the Act; Sports & Exercise Medicine, Neonatology and Pharmaceutical Medicine.

Council noted the Spring PRES Level 3 results, which had taken place in Galway on 25th May, 2017 and the PRES Level 3 appeals that have been lodged in relation to the examinations held in Galway on 11th March, 2017.

The Report of the Registration and Continuing Practice Committee meeting was approved by Council.

Section 79 Removal List

Council considered the list of doctors who had failed to meet annual retention requirements. Council approved the Status update, including imposition of the late fee and the Section 79 list.

Education, Training & Professional Development Committee (ETPDC)

The Report of the Education, Training and Professional Development Committee meeting held on 27th June, 2017 was presented to Council.

Council noted the Committee's recommendation to amend the schedule of regional visits as approved in Q4 of 2016, which means that one visit will be scheduled for Q4 in 2018 and 2 visits annually thereafter in Q1 and Q4.

Council considered the Committee's recommendation to approve the programme of Respiratory Medicine and the ICHMT as the body which may grant evidence of satisfactory completion of specialist training in Respiratory Medicine.

Council considered the Committee's recommendation to approve the programme of Geriatric Medicine and the ICHMT as the body which may grant evidence of satisfactory completion of specialist training in Geriatric Medicine.

Council considered the Committee's recommendation to defer further consideration on the programme of Intensive Care Medicine at this stage, to allow for further submissions to be made by the Joint Faculty of Intensive Care Medicine of Ireland,

Council considered the Committee recommendation that a number of amendments to the 'Guidelines on the remediation of doctors in the intern year' be made in order to update the document following the publication of the 8th Edition of the Ethical Guide.

Council considered a Report of the inspection visit to the Royal College of Surgeons in Ireland's new York Street Anatomy Department, tabled by the Chair of the ETPDC at the meeting. Council approved the Report of the inspection visit to the Royal College of Surgeons in Ireland's new Anatomy Department in York Street.

Council noted that the Committee had considered an Executive analysis of the data provided by the medical schools for their 2015-2016 annual return process. Council further noted that the Committee has requested that an annual returns process be developed for all approved postgraduate training programmes.

Council was advised that the report of the first regional visit to Saolta Hospital Group will be considered by the Committee at its next meeting.

Council was updated in relation to the Intern training and was advised that the Committee had considered whether the rotations in sub-specialities meet the 'general surgery/general medicine' requirements. Council noted that the Committee had agreed that this issue would be more appropriately dealt with by the new Medical Intern Board due to be established shortly.

The Report of the Education, Training and Professionalism Committee was approved by Council.

Nominations & Development Committee (NDC)

The Report of the Nominations & Development Committee meeting held on 28th June, 2017 was presented to Council.

Council noted the Committee's recommendation that the Medical Council advertise for Assessors on an ongoing basis and would take place annually, at least three months in advance of running an Assessor training course.

Council noted Committee's recommendation to recruit Ms Colette Cowan and Dr Catharine Diskin to the Strategy and Policy Sub-Committee (SPSC) of the Education, Training and Professional Development Committee.

Council noted the Committee's recommendation to revise the standard template for the Terms of References for the Council Committees and working groups to include referencing to *Budget and*

Resources (Internal & External).

Council noted the Committee's recommendation to recruit Dr Fiona Magee to the Health Committee.

Council noted that the Committee had received an expression of interest in becoming a member of the Fitness to Practise Committee. Council was advised that currently there are no vacancies on the Fitness to Practise Committee and correspondence would issue advising that in advance of the end of the Council term that there will be a recruitment campaign for the Fitness to Practise Committee and other Committees.

Council noted that the review of Corporate Governance which is due to commence in Q3 will take into account the revised Code of Practice for the Governance of State Bodies (2016).

Council noted that arising from the feedback from the Council Away Day held in April this year the Executive will be looking at options for the next and final Away Day for this Council. The focus will be on capturing corporate memory and providing handover to the next Council.

Council noted that the formal L&D sessions have been replaced with a number of very useful information sessions/presentations by key speakers at the beginning of each Council meeting.

The report of the Nominations and Development Committee was approved by Council.

Health Committee (HC)

The report of the Health Committee meeting held on 28th June, 2017 of the Health Committee was presented to Council.

Council noted the number of medical practitioners supported by the Health Committee.

Council noted the Committee's recommendation to release two practitioners from the support of the Committee.

Council noted the number of review sessions conducted by the various teams.

Council noted the outcomes of the Committee's ongoing review sessions and the support being provided to each practitioner.

Council was informed that positive health reports had been received and reviewed in respect to three practitioners and that review sessions have been scheduled.

Council was advised that there were two medical practitioners offered the support of the Committee.

The Report of the Health Committee was approved by Council.

Monitoring Committee (MC)

The report of the Monitoring Committee meeting held on 29th June, 2017 was presented to Council.

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

Council noted the Committee's recommendation that the conditions attached to two practitioner's registration be removed.

Council noted the Committee's recommendation that two of the conditions attached to one practitioner's registration be removed.

Council noted the Committee's recommendation that one practitioner be remitted back to the Monitoring Committee in order that the practitioner concerned be given one further opportunity to submit his Professional Development Plan.

The Report of the Monitoring Committee was approved by Council.

Media Coverage Log covering period: May 2017 – July 2017

This Item was noted by Council.

Date and Time of next meeting

Council noted the next meeting will be held on Wednesday 13th September, 2017 at 12:30 hrs and Thursday 14th September, 2017 at 08:30 hrs.