



Comhairle na
nDochtúirí Leighis
Medical Council

Appointment to the PPC Committee of the Medical Council 2026

Expressions of Interest sought

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Introduction

The Medical Council is currently seeking expressions of interest from interested parties (medical) members for a vacancy arising on PPC in the specialty of Obstetrics and Gynecology.

Deadline:

All expressions of interest should be submitted on the attached expression of interest form, along with an up-to-date CV to committees@mcirl.ie by **5pm on 7 July 2026**.

It is intended that a decision on all Expressions of Interest received by the deadline will be made on or before **5pm on 3 August 2026** and applicants will be notified of same thereafter.

Further information:

A person specification setting out the essential and desirable criteria for each relevant Committee is set out in the expression of interest form for the Committee.

Information on the time commitments is provided within this separate general information booklet. Please read this booklet and the additional expression of interest form for the Committee you are applying for.

If you have any queries not answered above or in the information booklet, please contact committees@mcirl.ie.

Medical Council

The Medical Council (the “**Council**”) is the regulator of doctors in Ireland and maintains the Register of Medical Practitioners - the register of all doctors who can practise medicine in Ireland. The Medical Council also sets the standards for medical education and training in Ireland. It oversees lifelong learning and skills development throughout doctors' professional careers through its professional competence requirements. It is charged with promoting good medical practice. The Medical Council is also where the public may make a complaint against a doctor.

The Medical Council was established under the Medical Practitioners Act, 1978, as amended in 2007 (Medical Practitioners Act 2007). The Medical Council will be required to work in accordance with pending amending legislation, the Regulated Professions (Health and Social Care) (Amendment) Act 2020, once commenced. The Medical Council receives no state funding and is funded primarily by doctors' registration fees.

Our functions include:

- Promoting good medical practice
- Investigating complaints against medical practitioners
- Ensuring high standards of medical education and training
- Maintaining the Register of Medical Practitioners in Ireland
- Setting standards for the maintenance of professional competence

Vision, Mission and Values¹

Vision: Safe, high quality patient care, public confidence in the medical profession and leadership in healthcare

Mission: To set, monitor and promote professional standards that support the delivery of high quality, safe patient care and best patient outcomes

Values:

- Advocating for patients and supporting medical practitioners in a changing healthcare environment
- Acting with independence, fairness and integrity
- Being open and transparent
- Building trust and respect between medical practitioners, patients and the Medical Council
- Leading and influencing healthcare
- Taking accountability for our decisions and actions

¹ Our Vision, Mission and Values are subject to change in line with the publication of our 2025 – 2028 Statement of Strategy.

Committees of the Medical Council

To support the Council in delivering its significant role and remit, the Medical Council has put in place a governance structure, supported by committees, focusing on particular aspects of the Council's work. Council benefits from the expertise and experience of many external committee members, who assist Council in delivering its core functions in the interest of patient safety.

There are also several further panels and working groups which report to and assist the Committees.

Serving on a Medical Council Committee offers members the unique opportunity to contribute to the operation of the regulatory environment that protects the public and supports doctors. It also allows members to directly influence the successful development and implementation of the Medical Council's Strategy.

Panels may also be established for vacancy needs arising after this time. (See further note on panels below).

Preliminary Proceedings Committee (PPC)

The Medical Council is seeking Expressions of Interest from interested parties to join the Preliminary Proceedings Committee ('PPC'). The Committee is seeking a medical member to join the committee in the specialty of Obstetrics and Gynecology.

This Committee is established under the Medical Practitioners Act 2007, in order to give initial consideration to complaints against registered medical practitioners.

The PPC investigates complaints in accordance with Part 7 of the Medical Practitioners Act 2007, and determines:

- 1) Where the Preliminary Proceedings Committee is, in respect of a complaint, of the opinion that -
- (a) there is not sufficient cause to warrant further action being taken in relation to the complaint,
 - (b) the complaint should be referred to another body or authority or to a professional competence scheme, or
 - (c) the complaint is one that could be resolved by mediation or other informal means pursuant to guidelines prepared under section 62 (1),
 - (d) Or if the PPC accept an undertaking and/or consent from the registrant (practitioner) (Section 59A of the 2007 Act)

This Committee, like others within the Council, plays a unique role within the regulatory environment to ensure public safety in Ireland. The work is dynamic and challenging, and members will play an important role in the overall health system, working alongside the Council's executive team. As part of this exciting opportunity, you will be working alongside internal and external stakeholders to deliver the Medical Council's Statement of Strategy and annual Business Plans, as they relate to the Preliminary Proceedings Committee.

Charged with giving initial consideration to complaints against registered medical practitioners, in the region of 400 complaints per year.

Information on other Committees within the Medical are listed below for information.

Audit and Risk Committee (ARC)

The Committee supports the Council in their responsibilities for issues of risk and control by reviewing the comprehensiveness of assurances in meeting the Council's and Accounting Officer's assurance needs and reviewing the reliability and integrity of these assurances; to ensure compliance with best practice in policies, processes and controls across the organisation and to review and make recommendations on the budget and expenditure of the organisation.

Education and Training Committee (ETC)

The Committee supports the Council in quality assuring medical education and training in Ireland so that patients can be assured that doctors are adequately prepared to provide good quality care to patients. The Education and Training Committee will ensure a quality assurance framework that applies the principles of right-touch regulation appropriate for the Irish context yet in keeping with best international regulatory practices.

Fitness to Practise Committee (FtPC)

The primary objective of the Fitness to Practise (FTP) function is to support the Council's objective of protecting the public by promoting and better ensuring high standards of professional conduct and professional education, training and competence among doctors.

The primary function of the FtPC is to hold Inquiries to consider complaints involving allegations of a serious nature which have been referred by the Council's Preliminary Proceedings Committee. Each Inquiry team is made up of two non-medical and one medical member drawn from the 35-person FtPC.

Members of the Inquiry team are required to act as impartial decision makers, hearing evidence from the CEO and the Doctor and then making a determination of fact, based on the evidence put before them. The Inquiry team is required to give reasons for the decision, and where a complaint is proven, to make recommendations to the Medical Council on an appropriate sanction(s).

Charged with conducting oral inquiries into doctors' fitness to practise, determining in the region of 90 matters per year, with up to 140 hearing days per year. The FtPC is made up of a non-medical majority, with at least one third as Council members, and one third medical practitioners.

Health Committee (HC)

The Committee monitors and supports doctors to maintain their registration during illness and/or disability.

The primary role of the Health Committee is to support those medical practitioners who have identified health problems, but where there is no patient risk, that could be the subject of a complaint to the Preliminary Proceedings Committee under section 57 Medical Practitioners Act, 2007 (Act).

The role of the Health Committee is to support: (a) medical practitioners with relevant medical disabilities, and (b) medical practitioners who have given consent to undergo medical treatment at the request of the Medical Council's Fitness to Practise Committee.

Registration and Continuing Practise Committee (RCPC)

The Committee oversees matters relating to registration of doctors to the Register of Medical Practitioners, Professional Competence, Performance Assessment and registration appeal hearings.

Members of the Committee will be involved in the following:

- a) Ensuring the effective establishment and maintenance of the register of medical practitioners, including consideration of non-standard applications for registration
- b) Monitoring the maintenance of professional competence programme and related activities, including Performance Assessment.

Registration Adjudication Committee (RAC)

The Registration Adjudication Committee (RAC) determines non-standard applications for registration in the first instance.

Finance Advisory Committee (FAC)

The Finance Advisory Committee (FAC) make recommendations to Council on strategic financial decisions and projects, monitor and advise on the stability of the Council's the financial position and advise the Council on the optimal investment strategy for the Council's investment portfolio.

Monitoring Committee (MC)

The Monitoring Committee monitors compliance by doctors with the conditions imposed on their registration.

Time Commitment

By applying for appointment to any Committee of Council, it is assumed that applicants can meet the time commitments specified.

In addition, applicants should be prepared to meet and work remotely, as required.

New members will also be required to make themselves available for induction to the relevant Committee.

The work and associated time commitment for Medical Council Committee's is not insignificant. Committee Members will be required to devote as much time to the duties of the Committee as necessary for the proper and efficient discharge of their duties, including adequate preparation time.

Committee members will be required to allow for reading of material to prepare for Committee meetings, to include reading voluminous material in advance of Committee meetings, and to attend and prepare for other activities, such as, Committee training, as required. Induction is provided for new members. Meeting papers are normally circulated in advance of the meeting.

Additional meetings may be called by the Chair of the Committee at any time to consider any matters falling within the Terms of Reference.

100 percent attendance is expected of all members at Committee meetings.

Audit and Risk Committee (ARC)

The Committee meets virtually approximately 4 times per year for approximately 2 hours.

Education and Training Committee (ETC)

The Committee meets approximately 6 times per year for 2.5 hours with 1-2 of these meetings in person.

Health Committee (HC)

Committee meetings will be convened as required. The Committee meets approximately 7 times per year for 2.5 hours) with further 1 hour review sessions required on a monthly basis.

Fitness to Practise Committee (FtPC)

Each Committee member would be expected to attend approximately 12 full day virtual hearings per year. An in person plenary meeting is held once per year in person.

Preliminary Proceedings Committee (PPC)

The Preliminary Proceedings Committee meets approximately every six weeks to facilitate the expeditious processing of all complaints received against registered medical practitioners. Dates are arranged with members in advance.

Duration of meetings: One full meeting, split over two consecutive half days, held virtually on a remote platform with significant reading time (approximately 2-3 days) required in advance.

Additional meetings may be called by the Chair of the Committee at any time to consider any matters falling within the Terms of Reference. Induction is provided for new members and meeting papers are normally made available 10 days in advance of the meeting.

Additional meetings may be called by the Chair of the Committee at any time to consider any matters falling within the terms of reference.

The PPC are sitting in sub-committee's so members are not required to attend every meeting.

Registration and Continuing Practise Committee (RCPC)

The Committee meets approximately 6-8 times per year for 3 hours. The majority of meetings are virtual, however in-person meetings in the offices of the Medical Council may be required.

Training

All Committee Members are required to undertake a comprehensive induction and training programme provided by the Medical Council.

Remuneration

Committee members are remunerated at a rate of €300 per meeting. In line with the 'One Person One Salary' (OPOS) principle, a public servant will not be entitled to receive remuneration in the form of fees. Committee members may choose to waive their fees. Reasonable travel and subsistence, where approved in advance with the Committee secretary, is payable at appropriate civil service rates. A rate of €500.00 per day applies for Fitness to Practise inquiries.

Note: Payment will be made for Training Days, subject to the OPOS rule.

Gender Balance, Diversity and Inclusion

The Medical Council is keen to promote equality, diversity and inclusion at all levels of the Organisation. Ideally, a board and its committees should reflect the stakeholders its decisions impact, namely patients and doctors.

The impact of Council and its Committees reflects the input from its members, and diverse committees can only positively impact those we support. All interested parties are encouraged to consider putting themselves forward, and in particular those who have moved to Ireland and now work in the Irish healthcare system.

Terms of Appointment

1st time members:

Those who are being appointed for the first time to a committee will be appointed for a term not exceeding 5 years. Committee members may be appointed for a second term, duration not exceeding 3 years, subject to a recruitment process.

Committee Members may be eligible to apply for a 2nd term on the Committee through a further recruitment process.

2nd time members:

Committee Members who have previously served on the Committee will be appointed in line with the provisions of the Code of Practice for the Governance of State Bodies, 2016, the Medical Practitioners Act 2007 (as amended), and in line with the Medical Council's internal governance structures.

The maximum duration of appointment on a committee is 8 years and no member may serve more than 2 consecutive terms. The Medical Council reserves the right to determine individual appointment durations.

The membership of any member of a committee may be terminated by the Chair of the committee at any time, on the basis of reasons to be stated by the Chair.

A member of the committee may resign his or her membership of a committee by notice in writing sent or given to the Chair of the committee, and the resignation shall take effect on the day on which the Chair receives the notice.

A committee member shall cease to be a member of the committee if he or she is nominated as a member of Seanad Éireann, is elected as a member of either House of the Oireachtas or as a representative in the European Parliament, elected to the European Parliament, or becomes a member of a local authority.

Appointments to the committees are only valid following approval by the Medical Council, and subject to the committee member signing and returning the following documents and acceptance of the note below:

- Terms of Appointment,
- Code of Conduct, and
- Declaration of Interests.

Note: The Medical Council is currently undergoing a Change Programme, including an Organisational Re-Design. This may impact the structure and membership of the Medical Council's Committees. In addition, new legislation "*Regulated Professions (Health and Social Care) (Amendment) Act 2020*" (yet to be commenced in full) will have an impact on the work of some of the Committees.

Audit and Risk Committee – Terms of Appointment

The maximum duration of appointment on the Audit and Risk Committee is up to 6 years and no member may serve more than 2 consecutive terms of up to 3 years per term.

The Medical Council reserves the right to determine individual appointment durations.

Conflict of Interest

Please give careful consideration to the possibility of any potential conflict of interest that may exist, should you be appointed to a committee.

A conflict of interest occurs when an individual's personal interests – family, friendships, financial, or social factors – could compromise, or appear to compromise, their judgment, decisions, or actions.

All committee members appointed will be required to submit details relating to their employment and all other business interests including shareholdings, professional relationships etc. which could involve or be perceived to involve, a conflict of interest that could materially influence the committee member.

Examples of conflict:

- Current employment and any previous
- Appointments (voluntary or otherwise) e.g. trusteeships, directorships, local authority membership, tribunals etc.
- Membership of any professional bodies or special interest groups
- Investments in unlisted companies, Partnerships and other forms of business, major shareholdings and beneficial interests.
- Gifts or hospitality offered by external Bodies in the last twelve months.
- Any contractual relationship with the Medical Council.

Assessment Process

Interested parties are invited to submit their Expression of Interest (EOI) on the Expressions of interest form and include an up-to-date CV.

All EOIs will be subject to a shortlisting selection process to ensure eligibility for appointment.

An Assessment Panel (the “Panel”) will be convened to assess the EOIs received. The Panel will:

- review and discuss the expressions of interest received against the specific experience and skills matrix most beneficial to the Committee.
- assess potential candidates further once they meet the appointment criteria by undertaking **any or all** of the following steps:
 - Consideration of the written applications; and/or
 - Meeting/conference call; and/or
 - Any other selection or verification method deemed appropriate (this may include the Medical Council requiring statutory declarations from shortlisted applicants as to the bona fides of the qualifications and experience contained in their applications).
- arrive at a shortlist of suitable candidates to be provided to the Medical Council for their consideration.

Please note that the Medical Council will not be responsible for any expenses incurred by candidates as part of our selection process.

Confidentiality

Subject to the provisions of the Freedom of Information Acts, 2014, applications will be treated in strict confidence. All enquires, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process. Non personal information may be processed for general statistical purposes.

Information Governance

As a Data Controller, the Medical Council is subject to the requirements of the **General Data Protection Regulation 2016/679 (“the GDPR”)** and the **Data Protection Act 2018**. Your personal data will be processed only for the purpose for which it was obtained and in line with the Medical Council’s Privacy Policy, available [here](#). Personal data obtained during the application process will be held securely by the Medical Council and will be stored only for as long as necessary for the purpose(s) for which it was obtained.

We may, from time to time, engage the services of third-party processors to assist us to perform our functions or obligations in connection with your application/interview process. Please be advised that any such processing of personal data by the data processor will be in compliance with the requirements of the Legislation.

When you provide personal data to the Medical Council when applying for a role on a Medical Council Committee, you have certain rights under the **GDPR**. For further information on Data Protection in the Medical Council please refer to the website page:

<https://www.medicalcouncil.ie/foi-data-protection/>.

Please note that the Medical Council is also subject to the **Freedom of Information Act 2014 (FOI Act)**. The **FOI Act** is designed to allow public access to information held by public bodies which is not routinely available through other sources, and access to the certain information may be sought in accordance with the **FOI Act**. Subject to the **FOI Act**, exemptions to personal data and other information will be applied as appropriate and necessary.

Submitting your expression of interest

Having considered the general suitability criteria for membership of a committee, you should consider how your background and experience fits with the specific functions of the Committees of the Medical Council.

Please give careful consideration to the possibility of any potential conflict of interest that may exist and address this in the expression of interest form.

The Assessment Panel may decide, based on the perceived level of conflict or any other relevant aspect, not to forward your name for consideration. Full discretion for appointment to any committee rests with the Assessment Panel and/or the Medical Council.

All expressions of interest should be submitted on the attached EOI form, along with an up-to-date CV to committees@mcirl.ie by 5pm on 29 June 2026.

It is intended that a decision on all Expressions of Interest received by the deadline will be made on or before 3 August 2026 and applicants will be notified of same thereafter.

Further information:

If you have any queries not answered in the information booklet, please contact the governance team in the Medical Council by email on committees@mcirl.ie

Panels

The Medical Council is fortunate to experience high levels of interest for appointment to its committees when recruiting, however there are a limited number of positions available for each committee, and Committee needs can change. A panel of interested parties may be created for potential nominees who meet the criteria. From time-to-time future vacancies may occur on a committee and it may be appropriate to select potential nominees from this panel for consideration for appointment. Please indicate on the expression of interest form if you wish to be placed on this panel for a period not exceeding 3 years. **There is no guarantee of selection for appointment to a committee if you are included in this panel.**



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