

**Agenda for the PSI Regulatory and Professional Policy Committee
held on 11 March 2026 at 12:00pm.**

The meeting will be in person at PSI house with an online hybrid option via MS Teams.
Colour code: Red—for decision; Green—for discussion; Blue—for information

Agenda Notation: * = document in advance; ** = presented in slide deck, *** = verbal update

Indicative time	Item and descriptor		Presenter
12.00	1	Apologies	Chair
12.01	2	Declaration of Interests (See appendix A below)	Chair
12.02	3	Agreement on the Meeting Agenda*	Chair
12.03	4	Approval of Minutes - 27 November 2025 Meeting	Chair
12.05	5	Regulatory and Professional Policy Committee Workplan 2026	Chair
	5.1	Approval of Draft RPP Committee Workplan 2026*	
Objective 1: Regulate Pharmacists and Pharmacies to Deliver Essential and Expanded Pharmacy Services in the Healthcare System			
12.15	6	Delivering the Recommendations of the Workforce Intelligence Report	D Gaughan
		Safe Staffing Guidelines	
	6.1	Approval of Consultation Report on Draft Safe Staffing Guidelines	
	6.2	Approval of Draft PSI Guidance on Safe Staffing*	
	6.3	Delivering the Recommendations of the Workforce Intelligence Report (WIR)-Project Health Card	

12.35	7	Implementation of Agreed Pharmacy Policy Changes with Department of Health	
	7.1	Revised Draft PSI Guidelines on Record Keeping in a Retail Pharmacy Business (Draft for Proposed Public Consultation)	Cora Nestor
	7.2	Implementation of Agreed Policy Changes with the Department of Health, including the Community Pharmacy Agreement – Project Health Card	Cora Nestor
Objective 2: Evolve our Regulatory Approach to Drive Safe Patient Outcomes in the Delivery of Pharmacy Care			
1.00	8	Reform of the Pharmacy Act	
	8.1	Reform of the Pharmacy Act – Draft Policy Proposals for Reform of the Fitness to Practise Process for Submission to the Department of Health	Cora Nestor
	8.2	Reform of the Pharmacy Act – Project Health Card	Cora Nestor
Regulatory activities			
1.30	9	Irish Institute of Pharmacy (IIOP) updates	
	9.1	IIOP Annual Workplan 2026 error in version sent to PSI Council for approval (correct version approved by RPP)	Dan Burns
	9.2	CPD Review Policy for Pharmacists (IIOP)	Dan Burns
	9.3	Quality Assurance of CPD Activities Policy (IIOP)	Dan Burns
	9.4	ePortfolio Review Exemption Policy	Dan Burns
	9.5	Quarterly update on IIOP Operations and Developments	Dan Burns
1.45	10	MPharm Programme Activities	
	10.1	Summary Report on the 2024/2025 MPharm Accreditation Process	Dan Burns
Project Health Card updates			
2.00	11	2026 Work Plan Projects – Project Health Card updates	
	11.1	Implement Taskforce Recommendations on the Expansion of Pharmacy Practice* Regulatory response to Digital Health*	Cora Nestor

	11.2	Update on Patient and Public Involvement in our Work* Embed person-centred approach across PSI's regulatory processes, commencing with reform of FTP processes to support enhanced communication, transparency, and efficiencies in our processes* Practice a more risk based approach to regulation	Cora Nestor
	11.3		Cora Nestor
	11.4		Des Butler
	11.5		D. Gaughan
2.10	12	Self-Evaluation of Regulatory and Professional Policy Committee Outputs of Self-Evaluation Survey December 2025	Chair
		AOB - Close of meeting -	Chair

We anticipate the meeting should end at approximately: 2.30pm

APPENDIX A

Pharmacy Act 2007 Schedule 1, Section 9: Disclosure of certain interests

9. (1) In this paragraph— “connected relative”, in relation to a person, means a spouse, a man and woman who are not married to each other but are cohabiting as husband and wife, parent, brother, sister, child or spouse of a child of the person;

“meeting” means a meeting of the Council or of a committee of the Council;

“member” includes a member of a committee of the Council;

“specified matter” means—

- (a) an arrangement to which the Council is a party or a proposed such arrangement, or
- (b) a contract or other agreement with the Council or a proposed such contract or agreement.

(2) A member present at a meeting where a specified matter arises who, otherwise than in his or her capacity as a member, has an interest in that matter—

- (a) shall at the meeting, disclose that fact and the extent of the interest,
- (b) may not influence or seek to influence a decision to be made in relation to the matter,
- (c) shall absent himself or herself from the meeting or that part of the meeting during which the matter is being discussed,
- (d) may not vote on a decision relating to the matter, and
- (e) may not take part in any further deliberation of the Council or any of its committees relating to the matter.

(3) For the purposes of this paragraph, but without prejudice to the generality of *subparagraph (2)*, a member shall be regarded as having an interest in a matter if a connected relative of that member or a nominee of either of them has such an interest.

(4) The disclosure shall be recorded in the minutes of the meeting and, for as long as the specified matter is being dealt with by the meeting, the member making the disclosure may not be counted for the purposes of determining the presence of a quorum for the meeting.

(5) The question of whether a member's course of conduct, is or would be a contravention of *subparagraph (2)* shall be determined by the chair, whose decision shall be final, and the particulars of the determination shall be recorded in the minutes of the meeting.

(6) Where the member referred to in *subparagraph (4)* is the chair, the meeting shall choose another member to chair it for the purposes of the determination.

(7) If satisfied that a member has contravened *subparagraph (2)*, the Minister may remove the member from office and that person is then disqualified from office.