

Minutes of the Regulatory and Professional Policy Committee Meeting held at PSI House and Online via MS Teams on 11 June 2026

Agenda Item 1 - Apologies

Name	Role	Present (Yes/No)
Mr Richard Hammond S.C.	Chairperson	Yes
Ms Geraldine Crowley		Yes
Mr Peter Dennehy B.L.		Yes
Ms Margaret Donnelly		Yes
Mr Mark Jordan		No
Adj. Prof John Given		Yes
Ms Áine Mac Grory		Yes
Prof Laura Sahm		Yes
Members of PSI staff in attendance for part or all of the meeting included:		
Ms Joanne Kissane	Registrar and Chief Officer	
Dr Cora Nestor	Head of Pharmacy Practice, Policy, and Engagement	
Mr Dan Burns	Head of Registration and Education	
Ms Ruth Baily	Corporate Governance Executive	
Mr Pádraig Corbett	Pharmacy Practice and Policy Manager	
Ms Orla Carroll	Pharmacy Practice Officer	
Ms Ciara Dooley	Education and Professional Standards Coordinator	
Ms Elizabeth O'Halloran	Pharmacy Practice Research Officer	
Ms Ursula Feeney	Pharmacy Practice Officer	
Ms Louise Hamra	Education And Professional Standards Officer	
Ms Laura Nyhan	Education And Professional Standards Manager	
Dr Theresa Terstegen	Pharmacy Practice Coordinator	
Ms Ciara Dooley	Education and Professional Standards Coordinator	
Ms Sarah Forde	Senior Inspector	
<i>The meeting commenced at 10am.</i>		

Colour code: Red—for decision; Green—for discussion; Blue—for information

Agenda Item 2 – Declaration of Interests

Issue

Declaration of interests by Committee members.

Information

The Chairperson invited Committee members to declare any conflicts of interest regarding the items scheduled for discussion. No conflicts of interest were declared.

Decision Approved and/or Action Requested

There were no decisions or actions from this item.

Agenda Item 3 – Agreement on the meeting agenda

Issue

The meeting agenda had been circulated in advance of the meeting.

Information

No changes were proposed to the meeting agenda as circulated.

Decision Approved and/or Action Requested

There were no decisions or actions from this item.

Agenda Item 4 – Approval of Minutes – 11 March 2026 meeting

Issue

Approval of the minutes of the Regulatory and Professional Policy Committee meeting held on 11 March 2026

Information

The Chairperson noted that the draft minutes of the previous Regulatory and Professional Policy Committee meeting, held on 11 March 2026, had been circulated to Committee members in advance.

Decision Approved and/or Action Requested

Decision Approved:

The Committee approved the minutes of the meeting of 11 March 2026 by Consensus.

Agenda Item 5 – Regulatory and Professional Policy Committee Workplan 2026

Issue

Implementation of Agreed Pharmacy Policy Changes with Department of Health

Agenda Item 5.1 – Electronic Record Keeping in Pharmacies-Public Consultation Report
Agenda Item 5.2 – Revised Draft PSI Guidelines on Record Keeping in a Retail Pharmacy Business

Issue

Electronic Record Keeping in Pharmacies-Public Consultation Report (5.1)
Revised Draft PSI Guidelines on Record Keeping in a Retail Pharmacy Business (5.2)

Information

Items 5.1 and 5.2 were discussed together.

The Committee was updated on the Public Consultation on Electronic Record Keeping in Pharmacies, particularly in respect of the process, the responses and the updates to the Guidelines following the Public Consultation.

It was noted that the Public Consultation Report indicated that the majority of respondents considered the Guidelines to be clear and easy to understand. The qualitative analysis identified six key themes. While some matters raised were outside the scope of the Guidelines, they were considered relevant to the next phase of implementation, particularly in highlighting the need for support for pharmacists in adapting workflows and ensuring appropriate verification of IT systems.

The Committee discussed the report in detail and considered several aspects of the proposed Guidelines. In particular, the Committee noted that:

- The Irish Pharmacy Union (IPU) will lead on the development of IT requirements and the validation of pharmacy software on behalf of pharmacy owners;
- There is currently no mandatory requirement for pharmacies to implement electronic record keeping, and implementation may proceed at each pharmacy's discretion and pace; and
- The transition to electronic record keeping will involve changes to workflows in pharmacies, underscoring the importance of appropriate supports being made available. IPU are also leading on the development of operational guidance and changing workflow supports as part of the implementation process

A number of wording amendments to the Guidelines were considered and agreed by the Committee.

The Committee approved, by majority, both the Electronic Record Keeping in Pharmacies – Public Consultation Report (Item 5.1) and the Revised Draft PSI Guidelines on Record Keeping in a Retail Pharmacy Business (Item 5.2), for recommendation to Council.

Decision Approved and/or Action Requested

The Committee approved Electronic Record Keeping in Pharmacies-Public Consultation Report (5.1) and the Revised Draft PSI Guidelines on Record Keeping in a Retail Pharmacy Business (5.2) for recommendation to Council at its meeting on 25 June by Majority.

5.3 – Implementation of Agreed Policy Changes with the Department of Health, including the Community Pharmacy Agreement – Project Health Card

Issue

Implementation of Agreed Policy Changes with the Department of Health, including the Community Pharmacy Agreement – Project Health Card

Information

The Committee reviewed the Health Card for Implementation of Agreed Policy Changes with the Department of Health, including the Community Pharmacy Agreement.

Decision Approved and/or Action Requested

The Committee noted the updated Health Card.

Agenda Item 6 – Consideration of proposed Policy on the application of TCQR Stage 3 exam fees

Issue

Consideration of proposed Policy on the application of TCQR Stage 3 exam fees

Information

The Committee was updated on the implementation of the revised Third Country Qualification Recognition (TCQR) process. Application volumes continue to be high. The Committee was informed that an examination provider has been appointed following a competitive procurement process, with the first examination scheduled for 29 and 30 July. The current Expression of Interest for the appointment of the PSI External Examiner for the route was discussed, including their role in providing PSI with assurances regarding the examination. In particular, it was requested that RCSI provide assurance that appropriate safeguards are in place to ensure that the use of the same OSCE examination for both cohorts during certain sittings does not disadvantage national-route graduates undertaking the Professional Registration Examination. The Committee requested an update at its next meeting following the initial examination in July.

The Committee was then asked to consider a proposal in relation to waiving part of the TCQR examination fee in certain circumstances. The fee allowable for the examination stage of the process, as set out in the Pharmaceutical Society of Ireland (Fees) (Amendment) Rules 2025, is €3,000 (inclusive of VAT). The Committee was advised that this fee was intended to cover both examination components – the MCQ and the OSCE. Based on the costs agreed with the examination provider, and in line with a previously agreed position from Council that the TCQR process should be cost neutral, the

Committee was asked to consider a proposal that the exam fee for those required to complete the OSCE only would be €2,750, and for those required to complete the MCQ only would be €2,250. Following discussion, the Committee was satisfied to recommend the proposed exam fees to Council for approval at its meeting on 25 June.

Decision Approved and/or Action Requested

The Committee agreed to recommend to Council the proposed examination fees for the individual examination components as follows:

- OSCE only: €2,750
- MCQ only: €2,250

7. – MPharm Programme Activities

Agenda Item 7.1 – Consideration of conditions related to the accredited MPharm programmes provided by the University of Galway, Atlantic Technological University (ATU) and South East Technological University (SETU)

Issue

Consideration of conditions related to the accredited MPharm programmes provided by the University of Galway, Atlantic Technological University (ATU) and South East Technological University (SETU)

Information

The Committee was updated on the conditions relating to the accreditation of the MPharm programmes at the University of Galway, Atlantic Technological University (ATU) and South East Technological University (SETU). The Committee was advised that the chairperson of the Accreditation Teams, who had conducted the on-site visits for the accreditation exercises, had considered the updates provided, and reported in a letter to the President and Council that he was satisfied that all conditions that were required by this stage had been met, with acknowledgement that APPEL membership remains to be confirmed, but is in progress. The Committee noted that a letter of intent had been submitted by the two providers who have commenced the programme relating to their application to APPEL. The Committee discussed the conditions for approval for accreditation.

Decision Approved and/or Action Requested

The Committee agreed to confirm to Council that it is satisfied that the relevant Conditions for each of the MPharm degree programmes at the University of Galway, Atlantic Technological University (ATU), and South East Technological University (SETU) required to be met at this stage have been met.

8 – Irish Institute of Pharmacy (IIP) updates

Issue

Irish Institute of Pharmacy (IIOp) updates
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Agenda Item 8.1 – Quarterly update on IIOp Operations and Developments

Issue

Quarterly update on IIOp Operations and Developments
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Information

The Committee noted the update on the IIOp Operations and Developments.

Decision Approved and/or Action Requested

There were no decisions or actions arising from this matter.
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9. – Reform of the Act

9.1 – Reform of the Pharmacy Act – Commencing Research on Regulation of Pharmacies

Issue

Reform of the Pharmacy Act – Commencing Research on Regulation of Pharmacies
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Information

The Reform of the Pharmacy Act is a key strategic project under the PSI Service Plan 2026. The Committee heard that the PSI Policy Proposals for Reform of PSI's Fitness to Practise Process were submitted to the Department of Health on 15 April. Work has now commenced on workstream two of the project: the development of policy proposals for reform of the regulation of pharmacies.
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The Committee considered and discussed a draft research approach to inform the development of the policy proposals, which will describe the regulation of pharmacies in several other jurisdictions and include data analysis of PSI's experience regulating pharmacies under the current provisions of the Act. The Committee heard that the evidence brief will include a sub-question on whether hospital pharmacy is within the remit of each pharmacy regulator described. The Committee also proposed that online pharmacies be included within the evidence brief. The Committee was advised that initial findings from the evidence brief would be shared with the Committee in September.

Decision Approved and/or Action Requested

The Committee noted the update on Commencing Research on Regulation of Pharmacies.
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9.2 – Reform of the Act Project Health Card

Issue

Reform of the Act Project Health Card

Information

The Committee was updated on the Reform of the Act Project Health Card.

Decision Approved and/or Action Requested

There were no decisions or actions from this item.

10 – 2026 Work Plan Projects – Project Health Card updates

10.1 – I Future of the Pharmacy Workforce Healthcard – Implementation of Recommendations from the WIR

Issue

Future of the Pharmacy Workforce Healthcard – Implementation of Recommendations from the WIR

Information

The Committee noted the Future of Pharmacy Workforce Healthcard -Implementation of Recommendations from the Workforce Intelligence Report.

Decision Approved and/or Action Requested

There were no decisions or actions from this item.

10.2 – Regulatory response to Digital Health

Issue

Embed a person-centred approach across PSI's regulatory processes, commencing with the reform of FTP processes to support enhanced communication, transparency, and efficiencies in our processes

Information

The Committee noted the update on the implementation of a person-centred approach across PSI's regulatory processes.

The Committee was advised that a new regulatory solicitor has recently joined the Fitness to Practise (FtP) team, with a second solicitor due to join in July. This additional resourcing is expected to facilitate significant progress in advancing the project.

It was noted that it will be necessary to engage an external provider to support delivery, and that the majority of the project work is scheduled to take place in the second half of the year.

Decision Approved and/or Action Requested

There were no decisions or actions from this item.

10.3 – Practice a more risk-based approach to regulation

Issue

Practice a more risk-based approach to regulation

Information

The Committee noted the update on the “Practice a More Risk-Based Approach to Regulation” Health Card. The Committee was advised that a review is currently underway of the PSI’s regulatory risk policy, including the definition of regulatory risk and the data held by the organisation.

It was noted that a further update will be provided to the Committee at its September meeting.

Decision Approved and/or Action Requested

There were no decisions or actions from this item.

10.4 – Implement Taskforce Recommendations on the Expansion of Pharmacy Practice

Issue

Implement Taskforce Recommendations on the Expansion of Pharmacy Practice

Information

The Committee noted the update on the Taskforce Recommendation on the Expansion of Pharmacy Practice. The Committee noted that following the implementation of the Common Conditions Service, the DoH is now looking to the continuation of Contraception services. Primary legislation will need to be amended to enable the service. Further progress on this work is expected in Q3.

Decision Approved and/or Action Requested

There were no decisions or actions from this item.

10.5 – Regulatory response to Digital Health

Issue

Regulatory response to Digital Health

Information

The Committee noted the update on the Regulatory response to Digital Health. The PSI is a member of the HSE Digital for Care advisory group, the e-prescribing project board and the Pharmacy ehealth Group.

Decision Approved and/or Action Requested
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There were no decisions or actions from this item.
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10.6 – Update on Patient and Public Involvement in our Work

Issue

Update on Patient and Public Involvement in our Work
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Information

The Committee noted the update on Patient and Public Involvement in our Work Health Card. The Committee was advised that the joint HRB-funded research project with RCSI on patient and public involvement in regulation has commenced and started the scoping review. There has been positive feedback and interest in the project from the other regulators and the DoH. The Committee will be further updated at the September meeting.
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Decision Approved and/or Action Requested
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There were no decisions or actions from this item.
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AOB

Issue

None.

Information

n/a

Decision Approved and/or Action Requested
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There were no decisions or actions from this item.
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The meeting concluded at 12.30 pm.

Signed by:

Chairperson

Date