
Report of the Regulatory and Professional Policy Committee

From: Mr Richard Hammond S.C., Chairperson of the Regulatory and Professional Policy Committee

The Regulatory and Professional Policy Committee met on Thursday, 11 June 2026, at 10.00 am. The meeting was held in person at PSI House and online via MS Teams.

The agenda items below refer to one item circulated to Council for information and three matters before Council for decision.

The full agenda for the meeting can be found in Annex 1, which highlights additional items discussed and items for information only.

Agenda Item 5 - 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

Items 5.1 and 5.2 were discussed together.

The Committee was updated on the Public Consultation on Electronic Record Keeping in Pharmacies. The Committee was updated on 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 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.

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

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. 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.

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)

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.

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.

9. – Reform of the Act

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

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. 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

Annex 1



Agenda for the PSI Regulatory and Professional Policy Committee

held on 11 June 2026 at 10:00am.

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
10.00	1	Apologies	Chair
10.01	2	Declaration of Interests (See appendix A below)	Chair
10.02	3	Agreement on the Meeting Agenda*	Chair
10.03	4	Approval of Minutes - 11 March 2026 Meeting	Chair
Objective 1: Regulate Pharmacists and Pharmacies to Deliver Essential and Expanded Pharmacy Services in the Healthcare System			
10.05	5	Implementation of Agreed Pharmacy Policy Changes with Department of Health	
	5.1	Electronic Record Keeping in Pharmacies-Public Consultation Report	Cora Nestor/ Padraig Corbett
	5.2	Revised Draft PSI Guidelines on Record Keeping in a Retail Pharmacy Business	Cora Nestor/ Padraig Corbett
	5.3	Implementation of Agreed Policy Changes with the Department of Health, including the Community Pharmacy Agreement – Project Health Card	Cora Nestor

10.25	6	Consideration of proposed Policy on the application of TCQR Stage 3 exam fees	Dan Burns
Regulatory activities			
10.35	7 7.1	MPharm Programme Activities Consideration of conditions related to the accredited MPharm programmes provided by University of Galway, Atlantic Technological University (ATU) and South East Technological University (SETU)	Dan Burns
10.55	8 8.1	Irish Institute of Pharmacy (IOP) updates Quarterly update on IOP Operations and Developments	Dan Burns
Objective 2: Evolve our Regulatory Approach to Drive Safe Patient Outcomes in the Delivery of Pharmacy Care			
11.00	9 9.1 9.2	Reform of the Pharmacy Act Reform of the Pharmacy Act – Commencing Research on Regulation of Pharmacies Reform of the Pharmacy Act – Project Health Card	Cora Nestor Cora Nestor
Project Health Card updates			
11.10	10 10.1 10.2 10.3 10.4 10.5 10.6	2026 Work Plan Projects – Project Health Card updates Future of the Pharmacy Workforce Healthcard – Implementation of Recommendations from the WIR* 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 Implement Taskforce Recommendations on the Expansion of Pharmacy Practice* Regulatory response to Digital Health* Update on Patient and Public Involvement in our Work*	Dan Burns Des Butler Damhnait Gaughan Cora Nestor Cora Nestor Cora Nestor

		AOB - Close of meeting -	Chair

We anticipate the meeting should end at approximately: 11.30am

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.