



Bord Altranais agus
Cnáimhseachais na hÉireann
Nursing and Midwifery
Board of Ireland

NURSING and
MIDWIFERY
Board of IRELAND

Annual Report
2018

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President's Address

Essene Cassidy

President NMBI

The NMBI marked 100 years of regulation in midwifery in 2018, an important milestone in the development of the profession. So many aspects of regulation have changed over this period for midwives and also for nurses, who will mark their own centenary next year. The years to come promise even more change with an increased focus on a healthcare system that is fit for purpose and a working environment that can achieve greater efficiencies and impact, in the context of experienced and compassionate care. Nurses and midwives will play a pivotal role working with communities, addressing health needs and promoting health.

Our job as the regulator, during this progress, is to continue to deliver for patients and the wider public. Protecting the public and the integrity of the professions of nursing and midwifery is at the heart of our mission. We will do this by continuing to maintain the register which shows who can practice as a nurse or midwife in Ireland; evaluating all overseas applications, developing standards and guidance on day-to-day practice, setting educational guidance and investigating complaints.

This year I am happy to say they we have achieved a number of positive steps towards modernising our processes. We awarded the contract that will support the development of our new online registration system and also agreed a more strategic approach to communications. This coupled with additional capacity in the area will enable us to expand our ability to communicate with registered nurses and midwives.

The 2018 annual report sets out how we have progressed this year with an eye on the plans for the next stage of our development as the statutory body responsible for regulating the nursing and midwifery professions in Ireland.

Evolving in a changing environment - making registration easier

As a result of the large shortfall in nurses and midwives right across the EU, the demographic of our workforce is changing. As an organisation, we are adapting to keep pace with the change in application profile and in this context also patient safety. We began to see an increase in our work output to support these changes in 2018 and we are working to implement process and technology that will enable applications to progress as quickly as possible.

Our online registration system will smooth the path for students, new graduates, local and increasing numbers of non-EU applicants; enabling everyone to easily upload documents and keep track of our assessment of their application and its outcome. In the run up to its 'go live' in 2020 we have also been working to future proof the register and the information we are holding on it. We continued also during 2018 to work with the Department of Health to assist with workforce planning, to deliver in the longer term, a system wide approach to patient safety and health service.

Delivering improved customer service

In advance of the 'go live' of our new online registration system we are working hard to consolidate our customer service. During 2018 we have worked to improve and increase resources in our call centre.

Our community

On behalf of the Board, I would like to acknowledge the registered nurses and midwives on the frontline of the Irish healthcare system – their dedication, passion and leadership in patient care and safety is invaluable.

A particular word of thanks to the Government, specifically the Department of Health and Siobhan O'Halloran, Chief Nursing Officer, along with the many elected representatives for supporting the vision and mission of the Nursing and Midwifery Board of Ireland (NMBI) in 2018.

Many thanks also to our other partners and stakeholders including - the Higher Education Institutions, QQI¹, the INMO², PNA³, SIPTU⁴, IADNAM⁵, ONMSD⁶ and many others for their continued support and collaboration.

I thank my Board and committee colleagues for their support, time and commitment to their fiduciary duties and the work of the Board. I would like to thank Kevin O'Carroll and Rosaleen McElvaney who left the Board in 2018, and to our new 2018 Board members Colm O'Herlihy, Laura Sahm, Anne Horgan, Kathleen Lombard and Elaine Cassidy, I would like to extend a warm welcome.

I would also like to thank our outgoing Chief Executive, Mary Griffin for a very active reform programme during her two years with NMBI. Sincere thanks also to the members of the senior management team, and in particular to Ursula Byrne, Director of Regulation and Dawn Johnston, Director of Midwifery who stepped up to support the CEO post through to the end of the year. I, and the Board, would like to recognise and thank all NMBI employees for their continued commitment and support in delivering our goals during this period of change.

¹ Quality and Qualifications Ireland (QQI)

² Irish Nurses and Midwives Organisation (INMO)

³ Psychiatric Nurses Association (PNA)

⁴ Services Industrial Professional and Technical Union (SIPTU)

⁵ Irish Association of Directors of Nursing And Midwifery (IADNAM)

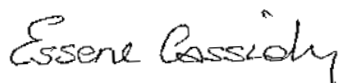
⁶ Office of the Nursing and Midwifery Services Director (ONMSD)

Looking ahead

We are progressing well and gaining insights into the objectives and the milestones we put in place in our 2017-2019 *Statement of Strategy*. Though our path is long we remain committed to building trust, ensuring our role is understood, becoming more efficient and effective, and thereby having an organisation that is appropriately equipped for healthcare challenges into the future. In line with previous years, we continue to publish online progress updates on delivery against our statement of strategy.

Our new Chief Executive Sheila McClelland⁷ joined us mid-way through 2019 and is currently leading the evaluation of our achievements in the context of our strategic planning for the period 2020-2022. We expect that the new NMBI statement of strategy, which reflects input from our broad stakeholder group, will continue to engage, support and empower our registrants and peers. It will focus on professional competence and fitness to practise, professional development and the timely handling of registrant applications, facilitated by our new IT system. It will also address our role as an effective and efficient regulator, in the context of challenges and the changing healthcare model.

We look forward in the coming years to supporting more improvements in our eco system and to completing, in collaboration with our Board, colleagues, and stakeholders the statement of strategy for our next phase of development.



Essene Cassidy

President

Nursing and Midwifery Board of Ireland



Sheila McClelland
Chief Executive

⁷ Sheila is an experienced public servant. She has been Chair of the Consumer Council of Northern Ireland since April 2015, an organisation that has statutory responsibility for representing the community (specifically the most vulnerable) when utilising consumer products with specific attention to utilities. In 2017 Sheila was appointed to an expert panel (representing the consumer) for the UK Competition and Markets Authority. Previously she served as a transformation change director on the Council for Curriculum, Education and Assessment. Sheila also held the position of Chief Executive in a local authority and worked in the political system at the Northern Ireland Assembly - the Northern Ireland Office and Westminster.

The background of the page is a solid teal color. In the upper half, there are several large, overlapping circles in various shades of green and teal, creating a pattern that resembles a honeycomb or a cluster of bubbles. The circles vary in size and color, with some being a darker teal and others a lighter, more yellowish-green.

01

**About the Nursing
and Midwifery
Board of Ireland
(NMBI)**

Who we are

NMBI is the regulator for the professions of nursing and midwifery in Ireland. We have a statutory obligation to protect the public and the integrity of the practice of the professions of nursing and midwifery. We perform our functions in the public interest under the Nurses Act 1985 and the Nurses and Midwives Act 2011.

Our vision

Our vision is to provide leadership to registered nurses and midwives to deliver safe care through innovative and proactive professional regulation.

Our mission

Our mission is to protect the public and the integrity of the professions of nursing and midwifery through the promotion of high standards of education, training and professional conduct.

What we do

In our role as the regulator for the professions of nursing and midwifery, and in fulfilling our mission we:

- maintain the register of nurses and midwives and a candidate register for student nurses and midwives:
 - » establish criteria for assessment and registration on our register and the various divisions of that register
 - » issue certificates of registration and renewal of registration
 - » make our register available to the public on our website so that people can check the register to confirm that a nurse or midwife is registered.
- set the standards for the education and training of nurses and midwives
- approve programmes of education necessary for registration and renewal of registration, and we monitor these programmes on an ongoing basis
- support our registrants by providing appropriate guidance on professional conduct and ethics for both registered nurses and midwives
- specify criteria regarding the creation by employers of advanced practice nursing and midwifery posts
- inquire into complaints about our registrants. We make decisions relating to the imposition of sanctions on registered nurses and midwives who have findings made against them
- advise the minister and the public on all matters of relevance relating to our functions.

Our role in setting standards and providing guidance for approximately 76,000 registered nurses and midwives in Ireland focuses on public safety. We work collaboratively with the Department of Health, employers, managers, unions, educators, other regulatory bodies and our registrants.



Our proactive nursing and midwifery regulation model

Integrity of nursing and midwifery practice

Pre-Registration



Information on careers in nursing and midwifery
Information on pre-registration programmes
Setting standards and requirements for education programmes
Monitoring adherence to standards and requirements for education programmes
Conducting site visits to programmes and practice placements
Providing professional advice and support to nurses, midwives and other stakeholders

Registration



Maintaining the register of nurses and midwives and the candidate register
Assessing eligibility of applicants for entry on the register of nurses and midwives
Providing guidance to nurses and midwives on matters relating to professional conduct and ethics
Standards
Defining the scope of practice for nurse and midwives
Setting out in the Code for the standards of practice and behaviours expected of nurses and midwives

Review



Complaints
Investigating complaints against registered nurses and midwives
Responding to concerns and taking action to protect the public where necessary
Fitness to Practise
Ensuring a robust complaints process through preliminary proceedings committees and fitness to practise committees
Imposing sanctions proportionately and where appropriate
Monitoring conditions

Restoration



We assess applications for restoration to the register of former registrants following removal or cancellation (in the case of non-payment of the Annual Retention Fee)

Removal:

The Board can consider the following six grounds upon receipt of an application for restoration to the register.

1. Circumstances that led to cancellation of registration
2. The findings of the FTP committee and the reasons for cancellation
3. Any insight the nurse/midwife has gained into the matters that led to cancellation
4. What the nurse/midwife has done since cancellation
5. The steps taken to keep up-to-date with nursing/midwifery knowledge
6. The steps taken to rehabilitate professionally and/or socially

Our executive organisation structure

Our organisational structure reflects our core functions and activities of education and training, registration, and fitness to practise, together with the corporate services that enable us to achieve our corporate objectives. Corporate services include finance and IT.

In addition, we have the Chief Executive's Office which includes the Secretariat, and more recently human resources, facilities, data protection and communications functions.

Activities completed in 2018 by each of these functions are provided in *Section 4: Activities by Directorate*.

Our Board and committees

The Board of NMBI comprises 23 members with a lay majority of 12. There are eight elected members, and, in addition, three nurses/midwives are appointed by the Minister for Health. Five members are recruited through Stateboards.ie, and the remaining members are nominated by stakeholders – such as voluntary bodies and public interest groups – and are appointed by the minister. All Board members act in a non-executive capacity.

You can find more details of our Board members, the Board meeting schedule and attendance during 2018 in the *Appendices*.

We have eight committees. Four are statutory committees and four are advisory committees with specific responsibilities to support the activities of the Board in governing NMBI.

Statutory committees

- ***Fitness to Practise Committee (2011)***

The role of the Fitness to Practise Committee is to inquire into complaints referred by the Preliminary Proceedings Committee under Section 61 of the Nurses and Midwives Act 2011. On completion of an inquiry, the Fitness to Practise Committee submits its report to the Board.

- ***Fitness to Practise Committee (1985)***

Work by this committee is nearing completion and is based on the 1985 Act.

- ***Midwives Committee***

The role of the Midwives Committee is to advise the Board in relation to all areas pertaining to midwifery practice.

- ***Preliminary Proceedings Committee***

The role of the Preliminary Proceedings Committee is to give initial consideration to complaints. It can refer complaints to the Fitness to Practise Committee or to other procedures if the complaints are not appropriate for the Board's fitness to practise procedures.

Advisory committees

- **Audit and Risk Committee**

The Audit and Risk Committee provides an independent appraisal structure within NMBI to measure and evaluate the effectiveness and efficiency of its risks, governance and internal control procedures and its financial reporting framework.

- **Governance and Finance Committee**

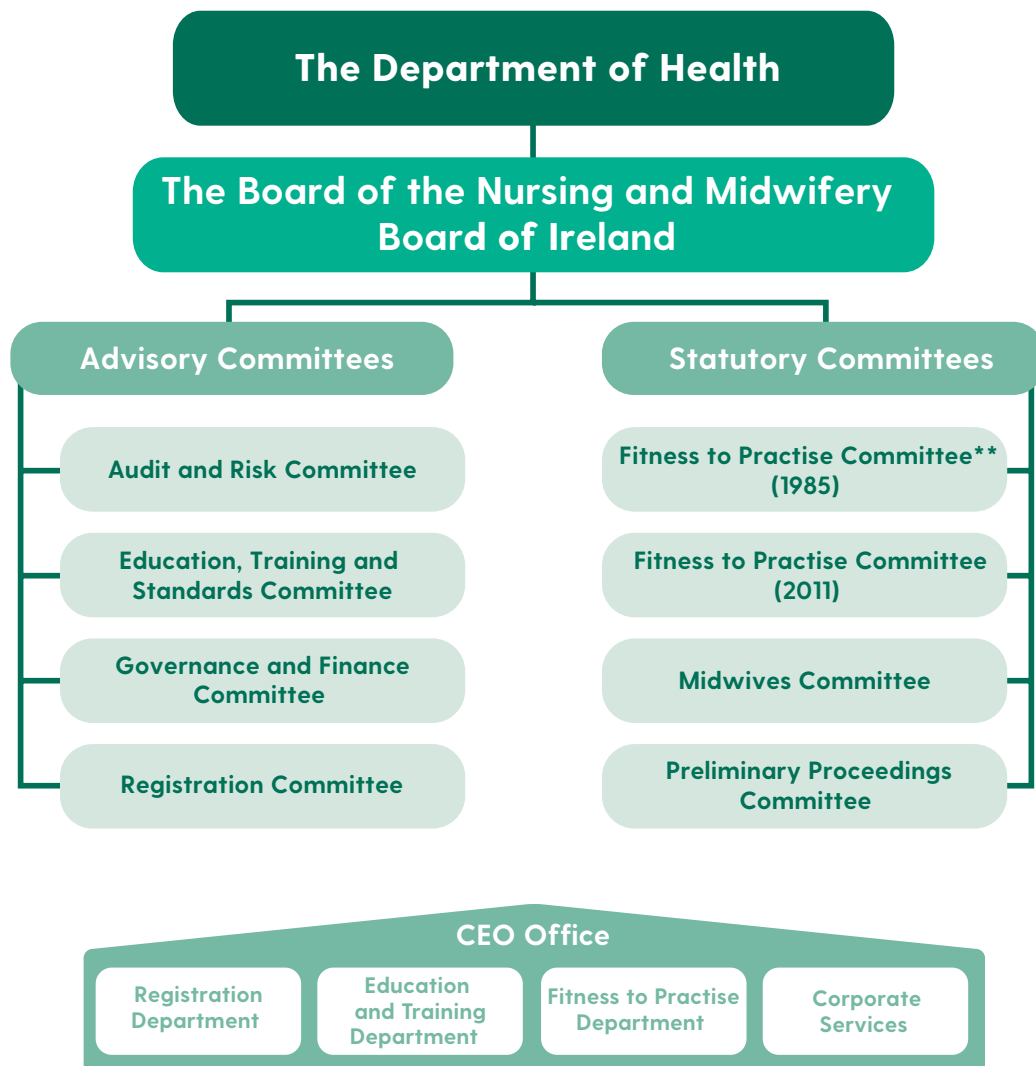
The Governance and Finance Committee advises and makes recommendations to the Board in relation to all issues pertaining to the governance and finance functions of the Board in accordance with the provisions of the Nurses and Midwives Act 2011. It oversees the financial arrangements and internal operations of the Board, and ensures that appropriate and adequate control arrangements exist in all areas of financial responsibility.

- **Education, Training and Standards Committee**

The Education, Training and Standards Committee monitors adherence to standards, and evaluates compliance to standards and criteria for the education and training of nurses and midwives on our behalf. It carries a range of functions connected with setting standards and requirements for education programmes and validating those programmes. It provides a forum and guidance to us, to the profession and to those who require it in relation to behaviour, ethical conduct, practice and research. It is responsible for learning techniques/methods of ethical analysis and principles.

- **Registration Committee**

The Registration Committee makes decisions, and advises and makes recommendations to the Board in relation to all issues pertaining to registration.





02

**Key Activities
and Achievements
2018**

Registration



Breakdown by training location of first time registered nurses and midwives

Training location	2015	2016	2017	2018
Ireland	1,389	1,321	1,391	1,342
EU excl. Ireland	517	1,034	1,748	1,018
Non-EU	343	1,040	1,545	1,443
Total Overall	2,249	3,395	4,684	3,803

Breakdown by training location of first time registered nurses and midwives



- EU: 1,018
- Non-EU: 1,443
- Ireland: 1,342



Education

NMBI is responsible for setting standards for Education Programmes and regularly approving and re-approving programmes.



Education Bodies being engaged with

14



Education Programmes being monitored

67

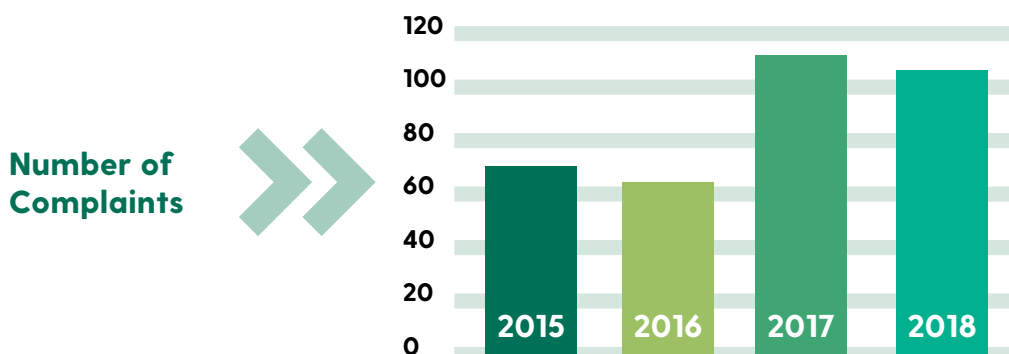


Placement locations subject to monitoring

~400

Dealing with complaints

There are currently over 74,500 nurses and midwives on the NMBI Register. A very small number on the Register are the subject of a complaint each year, about 0.1 per cent of all registrants. In 2018, 113 complaints were received.



Should you wish to find out more, a guide to Fitness to Practise has recently been published and is accessible on the website.





03

Strategy

Our strategic objectives

In April 2017, we published our *Statement of Strategy 2017-2019*. Our three main strategic priorities are:

- strengthening our reputation with registrants, the public and key stakeholders
- building stakeholder understanding of how NMBI works and making it more consistent, efficient and effective to deal with
- ensuring we are equipped to meet the needs of registrants, the public and other stakeholders and able to deliver on our new strategy

The core of what we do and our strategy is summarised in the diagram below.



Strategic milestones

In addition to our core work, our three-year strategy also set out a significant reform agenda. We committed to milestones to be achieved each year in the period 2017-2019. A summary of our progress against our 2018 milestones is detailed below.

1. We will have strengthened our reputation with our registrants, the public and our key stakeholders				
Target		Progress to date		
How we will improve it	Key milestones 2018	Complete	In progress	Comments
We will build trust through open and transparent communication	Publish Annual Report (2017)	✓		
	Publish Business Plan	✓		
	Publish Board Minutes	✓	–	Ongoing activity
	Conduct listening events with stakeholders	✓	–	Ongoing activity
	Implement professional competence scheme (monitoring the maintenance of professional competence)		–	A draft scheme has been developed and a stakeholder consultation has taken place to confirm current activities that registrants undertake to maintain their competence. Currently coordinating with the Department of Health to understand optimal timing for an extensive public consultation on the proposed scheme, implementation approach and timelines

(continued)

Target		Progress to date		
How we will improve it	Key milestones 2018	Complete	In progress	Comments
We will work in partnership with other health and social care agencies	Continue to participate and contribute to existing cross regulator networks and events	✓	–	Ongoing activity
	Facilitate cross regulator workshop on fitness to practise to share good working practices	✓	–	Ongoing activity
2. Our stakeholders will understand how we work and find us more consistent, efficient and effective to deal with				
Target		Progress to date		
How we will improve it	Key milestones 2018	Complete	In progress	Comments
We will publish clear, easy to understand information about our role and what we do	Ongoing website content development	✓	–	Ongoing activity
We will explain clearly how people can contact us and how our processes and services work	Ongoing website content development	✓	–	Ongoing activity
We will publish clear, easy to understand, evidence-based guidance documents for our registrants	All publications will be online and easily accessible	✓	–	Ongoing activity

(continued)

Target		Progress to date		
How we will improve it	Key milestones 2018	Complete	In progress	Comments
We will develop clear standards and requirements to inform the nursing and midwifery education programmes that lead to registration	Continue to publish standards in clear, easy to understand language	✓	–	Ongoing activity
	Analyse internal data and external research, and publish material for registrants addressing risk factors for poor practice	✓	–	Ongoing activity
3. We will have an organisation that is equipped to meet the needs of our registrants, the public and other stakeholders and is able to deliver on our strategy				
Target		Progress to date		
How we will improve it	Key milestones 2018	Complete	In progress	Comments
We will invest in relevant technology to ensure that applications are in place to support our core functions	Online registration system	Commenced	–	A new online registration system and provider have been selected through a public procurement process. Detailed requirements are complete. There will be a phased implementation with phase 1 scheduled to go live in 2020.
	Consolidate and streamline current data collection approach	✓	–	Ongoing activity. New Excel-based key performance indicators (KPI) reporting tool in place. This will be replaced in the short term by the reporting functionality that will be delivered as part of the registrant system

(continued)

Target		Progress to date		
How we will improve it	Key milestones 2018	Complete	In progress	Comments
We will support staff so they have the knowledge, skills and competencies to do their jobs effectively and with confidence	Implement against three-year workforce plan	✓	–	Ongoing activity
We will fundamentally redesign our processes and procedures to meet increased demand and user expectations and reduce cost to serve	Implement against three-year workforce plan	Commenced		Registration, education and FTP processes and procedures streamlining was ongoing through 2019 with a number of changes implemented. Future requirements have been scoped and will be delivered as part of the new online registration system (2020) and fitness to practice system
We will proactively review the structure of our organisation to allow for the effective and efficient delivery of our legislative remit	Implement against three-year workforce plan	✓	–	Ongoing activity
We will enhance the ability of our service users to self-serve through digital channels	Registrant online account in place <ul style="list-style-type: none"> • login • transact (online payments and applications) • status updates Deliver online application process		–	These have been scoped and will be delivered as part of the new online registration system (2020)

(continued)

Target		Progress to date		
How we will improve it	Key milestones 2018	Complete	In progress	Comments
We will fully comply with the <i>Code of Practice for the Governance of State Bodies</i> , 2016	Confirm compliance as part of annual report			To be confirmed in 2018 Annual Report and each annual report thereafter
	Monitor and manage risk register	✓	–	Ongoing activity
We will have defined a sustainable funding model and be operating within it	Implement against financial plan	✓	–	Ongoing activity. Twice yearly checkpoint against plan

In summary, we are progressing well against our strategic objectives and the milestones we put in place for 2018. We remain committed to our strategic objectives and their delivery, and we update regularly on our progress.

The strategy planning and consultation for our next Statement of Strategy 2020-2022 began in 2019 and will be published in early 2020.





04

Activities by Directorate

4.1 CEO's Office

Governance

We carry out our duties in line with the requirements of the *Code of Practice for the Governance of State Bodies* (2016). Following a gap analysis undertaken in 2017, our work to implement the provisions of the updated Code continued throughout 2018 to ensure compliance. We updated current policies and developed additional procedures to enhance our levels of compliance with the Code. These included:

- **The Governance Framework:** The framework sets out the policies and procedures in place in NMBI and documents the key roles and responsibilities within the organisation.
- **Code of Conduct for Board and Committee Members:** Members are required to sign, and return to the Board Secretary, declarations in relation to conflicts of interest, confidentiality and compliance with the Code of Conduct.
- **Terms of reference for the Board Secretariat:** We developed terms of reference to take into account the expanded role of the Secretary to the Board under the 2016 Code.

During 2018 we developed and implemented a schedule of training for Board members. This schedule ensures that Board members will have the necessary skills to discharge their legal and statutory duties. The schedule comprises five days of training:

- two days' training on fitness to practise matters
- two days' training for committee chairs
- one day general induction

We reviewed the induction programme for Board members in 2018 to ensure that members are given the information they need to fulfil their role effectively. Both new and existing members are invited to attend. The programme sets out members' roles, obligations and governance requirements. It also includes intensive training on the quasi-judicial functions associated with fitness to practise.

In addition to the training sessions which are open to all members, in 2018 we sponsored three Board members to undertake the one-year Professional Certificate in Governance with the Institute of Public Administration (IPA). This was successfully completed by the members and will also be offered to members in 2019. Board members were also offered the opportunity to attend any or all of the 15 governance forum events in the IPA during 2018.

In line with best practice, following two years of internal self-evaluations, an independent external evaluation of Board effectiveness was undertaken at the end of 2018. Following this, a workshop was held with the external evaluator to discuss

the outputs of this evaluation and to develop an action plan for the following year. Follow-up workshops were planned for early 2019: two in the first half of the year and two in the second half.

We carried out a review of our committees in 2017 and this resulted in the terms of reference of all committees being revised. The updated terms of reference were approved by our Board in 2018 and will ensure improved effectiveness and efficiency in how our committees fulfil their remit.

Communications

In 2018 we published our first *communications strategy and plan*. It was approved by our Board and the Department of Health, and aligned to our overall business strategy. It set out the areas being created and developed within NMBI over a two-year period (2018-2019): media relations, public affairs, branding and corporate communications, and communications with registrants.

Our immediate priorities for 2018 were media relations and public affairs, such as freedom of information (FOI), parliamentary questions and ministerial representations, as well as Ombudsman and An Garda Síochána liaison. To this end during 2018:

- our first media policy was approved by the Board
- we defined and standardised our internal public affairs processes
- we published an FOI publication scheme on our website.

Data protection

The General Data Protection Regulation (GDPR) and the Irish Data Protection Act 2018 came into effect in May 2018. As a regulator we need to gather and use certain information about individuals. In particular, we have a statutory duty to collect and process personal data as the regulator of the professions of nursing and midwifery, as set out in the Nurses and Midwives Act 2011.

In preparation for the introduction of GDPR we:

- detailed our inventories
- carried out mapping and risk assessments to identify areas of concern
- put a GDPR action plan in place for 2018 and 2019.

In addition, to ensure ongoing compliance among staff, we set up a data representative forum in 2018 and ran staff workshops on data protection. We included new and revised pre-processing notices on all our forms, and we drafted and approved six new data protection policies for the organisation.

Human Resources

In 2018, our human resources team continued to expand and embed the full range of HR services for NMBI. The comprehensive HR operational plan included a strong focus on recruitment, organisational development, employee relations, and reinvigorating the performance management and development system. We also launched and rolled out a rebranded staff handbook to all staff.

We relaunched our Performance Management and Development System (PMDS) with the emphasis on achieving business objectives and supporting staff in individual and organisational development requirements. We updated PMDS documents and materials and provided training/coaching accordingly.

We initiated an organisation-wide pension project to capture and record the historical pension records of all staff. All single service pension scheme members received pension statements, and we completed a full file review for all non-single public service pension scheme members. This project is ongoing and we aim to complete it by early 2019 as historical queries are addressed.

We designed an extensive staff development programme to support both staff and organisational development requirements. We completed the associated procurement processes to enable a programme launch in the first quarter of 2019.

Health and safety

We continued our Employee Assistance Programme during the year. This is a confidential support service for all NMBI employees.

We also continued our staff wellbeing programme, with in-house flu vaccines available to all staff. HR will continue to work with the staff liaison forum to support further initiatives in this programme.

Facilities management

Our facilities department continued to support the day-to-day running of our offices throughout 2018. Necessary works were carried out at the beginning of the year to replace the heating pumps, and the pumps were installed with minimum disruption. The upgrade of emergency lighting with more energy efficient LED lights is planned for early 2019, along with plans to gradually extend this to all lighting throughout the building, along with passive infrared (PIR) sensor lights in common areas. We are continuing to review our energy costs with a view to further reducing our carbon footprint, in line with the National Adaptation Framework for climate change.

We plan to install a fire suppression system in our communications hub in 2019. We have included a review of our recycling and waste management in future business plans.

4.2 Corporate Services

Financial control and procurement

We implemented a number of measures in 2018 designed to strengthen our internal control environment, including policy updates on travel, suppliers, refunds and online banking. Our finance team have also implemented changes in public sector circulars and legislation, with regard to payroll, expenses and financial transactions throughout 2018, in a timely and efficient manner. During 2018, we continued to support the Governance and Finance Committee and the Audit and Risk Committee, and to report to the Board and the Department of Health.

We implemented NMBI's annual budget and reported on performance through monthly management accounts to the senior management team and the Board.

We delivered a number of procurements in 2018, including services for:

- Registrant life cycle solution
- Legal services FTP
- Legal assessors
- Records management
- Stenography
- Website support
- Pensions
- Internal audit
- HR - Information systems
- Branding and design
- Qualification assessors
- IT procurement for hardware and software
- ICT support services
- Procurement support

IT

Our IT Department completed a number of projects in 2018 designed to strengthen our technology and communications platform. These projects enable us to implement our cloud-based and digital-first strategy for delivery of services to internal and external stakeholders. The projects implemented included a:

- complete refresh of our ICT infrastructure (hardware servers and storage, and supporting software) in line with our business plan
- high-speed link to the Government Cloud Network
- complete overhaul of the secure documentation management and distribution solution, with significant improvements to mobile device control and data security
- number of security measures to improve information security and address audit requirements and compliance under GDPR:
 - » email archiving and retention solution
 - » network and data access management systems
 - » secure print management solution
 - » SAP financial system
 - » Advanced Threat Protection (ATP) modules on firewalls.

Our IT Department also completed a number of development efforts to support our organisation and to streamline the management of support requests:

- an ITIL-compliant Service Desk solution
- secure file management for advanced practice submissions
- file portal for secure exchange of information with external parties rolled out to business areas

4.3 Fitness to Practise (FTP)

Nurses Act 1985

All applications for inquiry received before 2 October 2012 are considered by the Fitness to Practise Committee (FPC) established under the Nurses Act 1985. This committee will continue in office until all such cases are concluded.

Inquiries held under the Nurses Act 1985

Inquiries under the Nurses Act 1985 are usually held in private.

One inquiry commenced in 2016 and continued in 2017 and 2018 with a total of 11 days. The FTP process in this case has not yet reached a conclusion.

Inquiries to be held

Three inquiries remain to be heard but could not be scheduled in 2018 due to factors outside our control. The factors in relation to two linked cases have now been addressed and these cases will be held concurrently in 2019.

Nurses and Midwives Act 2011 ('the Act')

Preliminary Proceedings Committee

The Preliminary Proceedings Committee (PPC) gives initial consideration to complaints.

On 1 January 2018, there were 78 outstanding cases for PPC consideration, and a further 113 complaints were received during 2018. By the end of 2018, the PPC had made decisions or recommendations to the Board on 103 of the 191 cases that were before it, and 88 cases were still under consideration.

Criminal convictions

As required under the provisions of Section 55(5) of the Act, the PPC referred one registrant who had been convicted of a criminal offence triable on indictment to the Board. The Board decided to cancel the registration of the individual.

PPC cases in 2018

Case outcome	No. of cases
Cases referred to inquiry	24
Cases where no further action was warranted	71
Cases where the Board declined to accept the opinion of the PPC that no further action was warranted and decided that further action was necessary and referred the case forward for an inquiry	3*
Withdrawn cases	7
Complaints referred to the Board under Section 55(5)	1

*Also classified as one of the 24 cases referred to inquiry.

A notable feature of the 113 complaints received in 2018 was that twelve of the complainants made complaints about more than one registrant, with a range of two to seven registrants. Seventy-seven complainants made a complaint about one registrant only.

Nature of complaints

Complaints from members of the public accounted for the majority of complaints (58%), i.e. from patients or their families. In 32% of cases, employers/work colleagues were the complainant. In 10% of cases, the Board was the complainant.

In the category of clinical practice/competence complaints, medication management was the most frequent area of concern, followed by a failure to adequately assess a patient's condition; a failure to identify deterioration in a patient's condition; and/or a failure to take appropriate actions if deterioration occurs.

A failure to communicate adequately or appropriately with patients and/or their families was also a feature of many complaints, particularly those made by patients and/or their families.

In the category of complaints linked to the behaviour of the nurse, verbal and physical abuse of patients was the basis for the complaint.

The most common complaint linked to a health issue was drug abuse. This was frequently linked to the theft of drugs, forging of prescriptions and/or being on duty in an unfit state. The most common drugs involved were those usually available on prescription only.

Fitness to Practise Committee

Call-overs

The Fitness to Practise Committee (FPC) meets at 'call-overs' to consider preliminary applications: for example, applications with regard to the hearing of an inquiry other than in public or preliminary applications in relation to the production of documents.

Ten call-over meetings were held in 2018.

Public inquiries

Inquiries under the Act are held in public; however, an application may be made by the registrant or a witness about whom personal matters may be disclosed at the inquiry for all or part of the inquiry to be held in private. The decision to hold an inquiry following such an application is made by the FPC. The FPC must be satisfied that it would be appropriate in the circumstances to hold all or part of the inquiry in private. In 2018, two inquiries were in public and fourteen inquiries were in private.

Inquiries

Inquiries in 2018

Details	No. of inquiries
Inquiries commenced in 2017 and concluded in 2018 (four of which were run concurrently involving four registrants)	5
Inquiries commenced in 2018	14
Inquiries concluded in 2018	16
Inquiries commenced and concluded in 2018	11
Inquires commenced in 2018 to be concluded in 2019	3
Total number of inquiry days in 2018	37

Findings

Of the sixteen inquiries that concluded in 2018, findings were made against eight registrants.

Grounds proven in 2018

Grounds	No. of cases
Professional misconduct	2
Poor professional performance	1
Professional misconduct and a failure to comply with a code of professional conduct	1
Professional misconduct and a relevant medical disability	2
Professional misconduct, a failure to comply with a code of professional conduct and a relevant medical disability	1
Professional misconduct, poor professional performance and a failure to comply with a code of professional misconduct	1

In six cases, no findings were made against the registrant.

In one case, the registrant consented to being censured by the Board and gave an undertaking pursuant to Section 65(1) of the Act.

In one case, the registrant gave an undertaking pursuant to Section 65(1) of the Act.

Outcomes of inquiries concluded in 2018

Outcome	No. of registrants
Registrants who were the subject of an inquiry in 2018 (includes four inquiries run concurrently involving four registrants)	16
Registrants against whom no findings were made	6
Registrants against whom findings were made	8
Registrants who consented to being censured by the Board and gave an undertaking pursuant to Section 65(1) of the Act	1
Registrants who gave an undertaking pursuant to Section 65(1) of the Act	1

Sanctions

The FPC panel that hears the inquiry makes a recommendation regarding sanction if there are findings against the registrant. The decision regarding sanction is, however, made by the Board. Sanctions other than an advice, an admonishment or a censure must be confirmed by the High Court.

In the three cases where findings were made, and a sanction had been applied by the end of 2018, the following sanctions were applied:

- Attachment of conditions – one case
- Censure and conditions – one case
- An admonishment – one case

In five cases a final determination on sanction had not been made or had not yet been confirmed by the High Court by the end of 2018.

Section 58: Application to the High Court for suspension from the register in the public interest

The Board considered nine cases pursuant to Section 58 of the Act:

- in four cases the Board made an application to the High Court:
 - » in three cases, a Section 58 Order was granted.
 - » in one case, the individual gave an undertaking to the High Court to practise with certain restrictions.
- in two cases, an undertaking not to practise was given to the Board.
- in three cases, the Board decided not to make an application to the High Court.

Section 53(1): Registration procured by fraud or misrepresentation

The Board considered four cases pursuant to Section 53(1) of the Act:

- in two cases, the Board removed the names of two individuals from the register
- in one case, the Board accepted an undertaking from the registrant to complete a particular course within six months
- in one case, the Board decided not to exercise its authority pursuant to Section 53(1) of the Act and referred the matter to the PPC for investigation.

Nurses and midwives with conditions attached to the retention of their names in the register

The monitoring of the conditions attached to the retention of a nurse or midwife's name in the register is a function of the Board. As of 31 December 2018 there were 40 registrants with conditions attached to their names on the register.

In 2018 the Board removed the conditions from five registrants who had met same.

Section 79: Restoration to the register following cancellation for fitness to practise reasons

The Board restored three registrants to the register. In all three cases, conditions were attached to the individual's registration.

Publication

We publish details of individual cases on our website at www.nmbi.ie.

IMI Alert System

The legal basis for the IMI Alert System is Article 56a of Directive 2005/36/EC, as amended by Directive 2013/55/EC. This was transposed into Irish law by means of PART 19 of S.I. No. 8 of 2017 European Union (Recognition of Professional Qualifications) Regulations 2017.

In accordance with the requirement of the Directive, the IMI Alerts System commenced on 18 January 2016.

IMI Alerts are an electronic means of communicating information between regulatory authorities about individuals whose right to practise their profession has been permanently or temporarily removed and restricted.

We are required by law to issue an IMI Alert within three days of a nurse or midwife's registration being cancelled or suspended, or conditions being attached to a nurse or midwife's registration as a result of a fitness to practise process. In 2018, we issued 19 Alerts.

We receive incoming IMI Alerts on a daily basis. In 2018, we received 15,642 Alerts. The majority of Alerts come from UK regulatory authorities, with a significant number relating to nurses and midwives. We check these against our registration database to identify any individuals who are or were registered with us or who have applied to register with us.

In 2018, we identified 18 individuals on our registration database:

- one individual who is an applicant to register with us. We sought further information from the UK authorities
- seven individuals who had been removed from the register for failure to pay their annual retention fee. An alert has been placed on our registration database in the event that they apply for restoration
- nine individuals had previously applied for registration with us but their applications had been closed. An alert has been placed on our registration database in the event that they reapply for registration
- one individual had been voluntarily removed from the register. An alert has been placed on our registration database in the event that they apply for restoration.

4.4 Professional standards

We continue to promote high standards of professional education, training, clinical practice and professional conduct among nurses and midwives to ensure protection of the public.

Throughout 2018, we continued our commitment to the effectiveness and efficiency of our education programme approval process. This process involved:

- setting and monitoring standards to be adhered to in the education and training of nurses/midwives in their continuing education
- evaluating and approving the higher education institutions (HEIs), hospitals and healthcare institutions providing training to ensure that valuable clinical and theoretical experience is provided.

Standards and requirements for nurse registration education programmes

We launched updated standards and requirements for nurse registration programmes in February 2016, which came into effect on 1 September 2018. They are designed to provide guidance to HEIs and health service providers on the education of registered nurses of the relevant divisions of the register of nurses.

Approved Nurse Registration Programmes

HEI	Course
Athlone Institute of Technology	BSc (Hons) General Nursing BSc (Hons) Psychiatric Nursing
Dublin City University	BSc (Hons) General Nursing BSc (Hons) Children's & General Integrated BSc (Hons) Intellectual Disability Nursing BSc (Hons) Psychiatric Nursing
Dundalk Institute of Technology	BSc (Hons) General Nursing BSc (Hons) Psychiatric Nursing BSc (Hons) Intellectual Disability Nursing
Galway Mayo Institute of Technology	BSc (Hons) General Nursing BSc (Hons) Psychiatric Nursing
Institute of Technology Tralee	BSc (Hons) General Nursing BSc (Hons) Psychiatric Nursing
Letterkenny Institute of Technology	BSc (Hons) General Nursing BSc (Hons) Psychiatric Nursing BSc (Hons) Intellectual Disability Nursing
National University of Ireland Galway	BSc (Hons) General Nursing BSc (Hons) Psychiatric Nursing
St. Angela's College Sligo	BSc (Hons) General Nursing BSc (Hons) Intellectual Disability Nursing
Trinity College Dublin	BSc (Hons) General Nursing BSc (Hons) Children's & General Integrated BSc (Hons) Intellectual Disability Nursing BSc (Hons) Psychiatric Nursing
University College Cork	BSc (Hons) General Nursing BSc (Hons) Children's & General Integrated BSc (Hons) Intellectual Disability Nursing BSc (Hons) Psychiatric Nursing
University College Dublin	BSc (Hons) General Nursing BSc (Hons) Children's & General Integrated BSc (Hons) Psychiatric Nursing
University of Limerick	BSc (Hons) General Nursing BSc (Hons) Psychiatric Nursing BSc (Hons) Intellectual Disability Nursing
Waterford Institute of Technology	BSc (Hons) General Nursing BSc (Hons) Psychiatric Nursing BSc (Hons) Intellectual Disability Nursing

Midwife registration programme standards and requirements

We launched updated standards and requirements for Midwife Registration Programmes in 2016. They are designed to provide guidance to HEIs and health service providers on the education of students ready for registration in the midwifery division.

Approved Midwife Registration Programmes

Dundalk Institute of Technology	BSc (Hons) Midwifery
National University of Ireland Galway	BSc (Hons) Midwifery
Trinity College Dublin	BSc (Hons) Midwifery
University College Cork	BSc (Hons) Midwifery
University College Dublin	BSc (Hons) Midwifery
University of Limerick	BSc (Hons) Midwifery

Competence assessment documents for student nurses

In partnership with the HEIs we developed a *National Competency Assessment Document (NCAD)* for undergraduate nursing students. We completed the NCAD for students in their first year and it was implemented in September 2018. We are currently developing years two, three and four of NCAD and we will implement these in September 2019.

Site visits to healthcare institutions and linked third level institutions

The Board is required to satisfy itself, at least once every five years, as to the adequacy and suitability of hospitals and institutions for nurse/midwife education and training.

We carry out site visits to HEIs and healthcare institutions to determine 'the suitability of third level institutions and healthcare institutions in respect of educational programmes leading to registration' (*Requirements and Standards for Nurse Registration Education Programmes, February 2005*).

The focus of site visits through a partnership approach is to assess:

- that all statutory and regulatory requirements of NMBI and the European directives are met
- the effectiveness and efficiency of the curriculum structures, processes and outcomes
- the quality and appropriateness of the educational experiences.

In 2018 we commenced site visits at the following:

- Letterkenny Institute of Technology and associated healthcare agencies for programmes in:
General Nursing
Intellectual Disability
Psychiatric Nursing
- Waterford Institute of Technology and associated healthcare agencies for programmes in:
General Nursing
Intellectual Disability
Psychiatric Nursing
- Athlone Institute of Technology and associated healthcare agencies for programmes in:
General Nursing
Psychiatric Nursing

In 2018 we concluded site visits at the following:

- Institute of Technology Tralee and associated healthcare agencies for programmes in:
General Nursing
Psychiatric Nursing
- Letterkenny Institute of Technology and associated healthcare agencies for programmes in:
General Nursing
Intellectual Disability
Psychiatric Nursing
- Athlone Institute of Technology and associated healthcare agencies for programmes in:
General Nursing
Psychiatric Nursing

Site visit panel members

Our director of professional standards of nursing reviewed the current site visit process, and we sought expressions of interest from registrants to participate in the work of our Education Department regarding site visit inspections. We posted information on our website and invited interested applicants to submit a CV. Site visit inspections are now carried out by a team of registrants chosen by relevant discipline and led by an NMBI professional/officer.

Post registration courses

We approve post registration education courses for nurses and midwives based on criteria divided into two categories:

- Post registration Category 1 courses
- Post registration Category 2 courses

Post registration Category 1 courses

In 2018, we approved 991 Category 1 courses. These include:

- in-service education
- seminars
- study days
- conferences
- continuing professional development (CPD) programmes (that are not accredited by an academic awarding body, university or college).

Post registration Category 2 courses

These courses are specialist education courses for nurses and midwives that support practice development and service need. These courses are considered by our Education, Training and Standards Committee. Approval is granted if programmes meet the criteria of the committee. The categories of post registration programmes we approve include:

- **Post registration course leading to an additional registration with us**

These are courses where, when successfully completed, the nurse/midwife is entitled to register on an additional division of the Register:

- » Public Health Nursing Division
- » Nurse Tutor Division
- » Advanced Nurse Practitioner Division
- » Registered Nurse Prescriber Division
- » Midwifery Division
- » Children's Division
- » Psychiatric Division

In 2018, we approved:

- » a joint submission by UCC, UCD, TCD and NUIG for a Certificate in Nursing, as part of the MSc Nursing (Advanced Practice Nursing)
- » a submission from the Royal College of Surgeons of Ireland for a Certificate in Nursing (Nurse/Midwife Prescribing)
- » a submission by Dundalk Institute of Technology for a Higher Diploma in Midwifery.

- **Post registration course major awards (Category 2 approved courses)**

Category 2 programmes include a broad range of major award courses excluding those leading to registration with the Board. Specialist programmes are post registration programmes designed, developed and conducted with reference to a specific body of knowledge and experience in an area of nursing and midwifery. Such courses must satisfy our criteria in relation to specialist education courses.

In 2018 we approved 29 courses.

- **Post registration courses (minor, special and supplemental awards)**

We approve courses that are not major awards – that is, they offer minor awards, supplemental awards and special purpose awards. These courses must satisfy the criteria set out in the *Requirements and Standards for Post-Registration Nursing and Midwifery Education Programmes – Incorporating the National Framework of Qualifications (An Bord Altranais, 2010)*.

In 2018 we approved 36 courses.

Category 2 equivalence

We review equivalence – that is, recognition of credentials acquired by nurses and midwives outside the Republic of Ireland. In 2018, we reviewed 15 courses for Category 2 equivalence.

Advanced practice

The Education and Training Rules enacted on 25 June 2018 gave effect to the Department of Health *Policy for Graduate, Specialist and Advanced Nursing and Midwifery Practice*. This removed the requirement to link ‘a person with a post’ or accredit advanced practice posts. Our Board continues to set the requirements and standards for advanced nursing and midwifery practice and registrations, but it no longer accredits advanced practice posts. We now only approve applicants going forward to register as Advanced Nurse or Advanced Midwife Practitioners.

We communicated these changes to the registrants and relevant stakeholders at face-to-face information sessions. Over the month of June, in association with the Office of the Nursing and Midwifery Services Director (ONMSD) and the Department of Health, our representatives travelled to 10 locations nationwide meeting almost 400 people. The information sessions related to our new registration process for applicants going forward for registration. Overall feedback has been very positive and the changes are welcomed.

We updated our website to reflect these changes.

Advanced practice 2010-2018

Registered Advanced Practitioner figures	Advanced Nurse Practitioner (ANP)	Advanced Midwife Practitioner (AMP)	Total
2018*	296	12	308
2017	49	2	51
2016	36	2	38
2015	35	0	35
2014	19	2	21
2013	14	0	14
2012	15	0	15
2011	53	3	56
2010	33	0	33
2009	0	0	0
Total 2010 to date	550	21	571

*The Department of Health *Policy for Graduate, Specialist and Advanced Nursing and Midwifery Practice* (2017) proposed a framework to address emerging and future trends in the number of ANPs required going forward, and therefore there was an increase in the number of ANPs registered.

Advanced midwifery practice

We issued Standards and Requirements for Registered Advanced Midwifery Practitioners (RAMPs) in April 2018. The number of RAMPs is low. In 2018 we undertook six roadshows to highlight the standards and requirements and to answer any questions or queries. We work closely with the major stakeholders in this regard.

Library

Our library continued to provide the following services:

- online access to CINAHL (Cumulative Index of Nursing and Allied Health literature)
- inter-library loans (British Library)
- online searching

Careers

Our careers function is outlined in the Nurses and Midwives Act 2011:

The Board shall, in consultation with the Health Service Executive and such other appropriate bodies as the Board thinks fit, make available career information on nursing and midwifery, including information on education and training.

We provided information on careers in nursing/midwifery by:

- annually publishing our booklet *Nursing and Midwifery; A career for you* which details everything you need to know if you are applying for nursing or midwifery
- maintaining the careers section on our website
- responding to and analysing careers queries we receive through our dedicated email address – careersinformation@nmbi.ie
- annually hosting a stand at the Irish Times Higher Options Career Fair, RDS, Dublin
- analysing Central Applications Office (CAO) statistics on applications to nursing and midwifery programmes, and sharing trends with stakeholders
- regularly communicating with all stakeholders.

Applications to nursing and midwifery education programmes

Number of places and applications to nursing and midwifery programmes 2009–2018

Programme	No. of places 2009–16	Applications 2016	Ratio 2016**	No. of places 2017–18	Applications 2017	Ratio 2017**	Applications 2018	Ratio 2018**
General	860	7,218	1:8	925	6,733	1:7	7,011 ↑	1:8
Psychiatric*	290	3,512	1:10	423	3,794	1:9	4,093 ↑	1:10
Intellectual Disability	180	2,035	1:11	210	2,051	1:10	2,127 ↑	1:10
Midwifery	140	2,732	1:19	144	2,868	1:20	2,866 ↓	1:20
Children's & General	100	2,189	1:22	130	2,100	1:16	2,315 ↑	1:18

* The number of places available in Psychiatric Nursing was increased by 60 places in 2016.

** Ratio refers to the number of applications to places.

Numbers of places

In August 2017, an extra 200 places were allocated to pre-registration nursing programmes, giving a total of **1,832** nursing and midwifery places. This number was unchanged for 2018.

Applications in 2018

- total applications for 2018 (**9,626**) were the highest number since the introduction of the degree programme for nursing in 2002
- there were increases in applications across all disciplines with the exception of midwifery which is marginally down but well within average
- psychiatric nursing saw its highest number of applications since 2009
- children's and general nursing also saw its highest number of applications since 2009

Mature students

Our careers section is also responsible for the management of the selection process of mature applications to undergraduate nursing and midwifery programmes. We manage this with the CAO and the Public Appointments Service (PAS). To apply for a place on a nursing or midwifery degree programme, mature applicants must apply to the CAO and pass an assessment test which is developed and facilitated by PAS on our behalf.

The assessment test has three components: literacy, numeracy and a job simulation test. It is based upon competencies required for student nurses and midwives and was developed by the organisational psychologists in PAS. (Note: the interview element of the application process was discontinued in 2011 following an evaluation. This was replaced with the job simulation test).

A total of 1,325 mature applicants sat the test in 2018. Of these, 696 mature applicants passed the test and were issued to CAO. A quota of the total places available are reserved for mature applicants:

- General 15%
- Psychiatric 35%
- Intellectual Disability 35%
- Midwifery 20%
- Children's and General 15%

Professional guidance

Our professional advisor in our careers section provides advice to stakeholders through our dedicated email address professionalguidance@nmbi.ie. We advertise this email address through our professional frameworks, The Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives (NMBI, 2014) and the *Scope of Nursing and Midwifery Practice Framework* (NMBI, 2015), and through our website and eZine. We received 715 emails in 2018.

Careers Section email queries received 2018

Subject of query	No. of emails
Professional guidance	417
Registration	117
Midwifery	15
Education	101
Other	29
Publications	36
Total	715

We keep this information in a database for both quality purposes and for creating reports on specific practice matters that may inform guidance provision within the Professional Standards Directorate.

100 years of midwifery regulation

To mark 100 years of midwifery regulation in Ireland, we hosted a national conference to celebrate the regulation and development of the midwifery profession. It was held in Thomas Prior Hall, Clayton Hotel, Dublin on Thursday 22 November 2018. Speakers included Dr Sally Pairman, CEO of the International Confederation of Midwives (from the Hague). The event was closed by the Minister of Health, Mr Simon Harris, TD.

Throughout 2018, as part of the 100 years of midwifery regulation, our Director of Midwifery, Dawn Johnston, contributed at midwifery regulation and policy events. Ms Johnston also participated and spoke on panels relating to midwifery regulation at:

- a Royal College of Midwives event at Stormont
- the Coombe Women & Infants University Hospital annual study day
- the Rotunda Hospital conference on the Centenary of Midwives (Ireland) Act 1918.

Student midwives debate

The National Student Midwife Debate 2018 took place on Wednesday, 2 May 2018 in the University of Limerick. Leigh Gath, disability advocate and confidential recipient for the Health Service Executive, gave the keynote speech.

The motion for debate was: 'This House believes that 100 years of midwifery regulation in Ireland has enhanced the safety and quality of midwifery care.'

The winning team of Megan Smith from University College Dublin, Deborah Hadley from University of Limerick and Lane Galvin from Dundalk Institute of Technology debated in favour of the motion. They were challenged by Francesca Beahan from Trinity College Dublin, Ashria Mohamed from University College Cork and Chloe Ferriter from NUI Galway who debated against the motion. Margaret Quigley, Director of Midwifery University Maternity Hospital, Limerick, chaired and moderated the debate.

Student midwives competency assessment tool

In consultation with the six HEIs who provide midwifery education leading to registration, we produced a national student midwifery competency tool for each academic year.

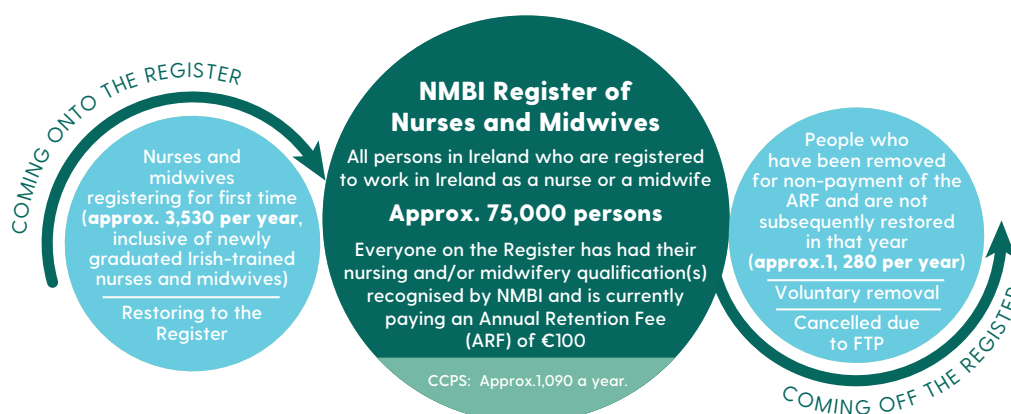
The tool was introduced for the cohort of students who commenced their midwifery education leading to registration in September 2018.

4.5 Registration

Our Registration Department's primary objectives are:

- maintaining the register of nurses and midwives in accordance with the commenced Sections of the Nurses and Midwives Act 2011
- registering Irish, EU and non-EU trained applicants.

The Register 2015–2018



First time registrations

The following are some of the key points relating to registrations:

- 3,803 persons were registered for the first time in 2018
- first time registrants by training location in 2018:
 - » 38% non-EU
 - » 35% trained in Ireland
 - » 27% trained in the EU (excl. Ireland)
- on average over the last four years approximately 3,530 persons per year registered for the first time with NMBI.

First time registrations* 2018

Training location	2018	% of total
Ireland	1,342	35%
EU excl. Ireland	1,018	27%
Non-EU	1,443	38%
Total overall	3,803	100%

*Registered for the first time definition: a nurse or midwife who registers as a nurse or midwife with NMBI for the first time (registered date) between 1 January and 31 December in a given year.

Verification of registration

A nurse or midwife may request more than one Certificate of Current Professional Status (CCPS) in any one year. We issue a separate CCPS for each division of the register. Over the last four years on average 1,091 individuals applied for 1,338 verification requests.

During 2018 we received:

- 1,234 requests from nurses and midwives for verification of registration
- 1,541 verification requests.

Verification requests and nurses/midwives requesting verification 2018

Individuals and numbers of CCPS requests	Individuals	Requests
1,234 individuals made a total of 1,541 CCPS requests	1,234	1,541

Other key achievements in 2018

During 2018 there were some changes in how we register nurses and midwives.

- A **new suite of registration rules** came into effect on 25 June 2018 following consultation.
- We introduced a **new policy on post qualification experience** in February. Non-EU applicants to NMBI seeking to have their qualification recognised may now submit details of their post qualification professional experience as part of their application.
- We also launched **new standards and requirements for advanced midwifery practice and advanced nursing practice**. These standards define how registrants can join the advanced practice divisions of the Register. The new rules mean that we now look solely at an applicant and their competency to practise as an advanced practitioner in their area of speciality. ANP and AMP candidates are no longer linked to a post.
- Work has continued on our **new online registration system**, Project Nightingale. Following a tender process, we selected a preferred vendor and on 30 November 2018, we entered into contract with the preferred vendor for the supply, design, implementation, support and maintenance of the solution. This project will continue through 2019 and launch in 2020.
- A **revised policy on English language competence** came into effect on 2 April 2018. We also extended the English language competence testing tools accepted in this context.
- Work started on the **disbandment of the inactive file**. The inactive file was established in May 1993 as an administrative mechanism to facilitate nurses and midwives who were not in active practice, for reasons including retirement, working abroad or undertaking a career break. Our Board approved a proposal to disband the inactive file following a national consultation process. This took on a new urgency with the introduction of the Data Protection Act 2018.

Disbandment of the Inactive File

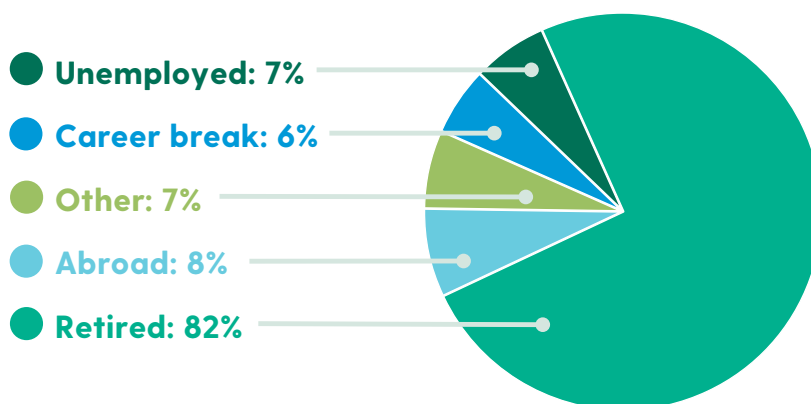
We contacted just under 30,000 inactive nurses and midwives on 14 October 2018 and requested them to avail of one of two options:

- remain on the register
- request to be voluntarily removed from the register

Disbandment of the Inactive File – progress as of 29 May 2019

Status	Number of nurses/midwives
Removed for non-payment	16,709
Voluntarily removed	10,186
Registered	2,224
Deceased	789
Total	29,908

Reasons for voluntary removal (Inactive File)





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05

Financial Statements

**For the year ended
31 December 2018**

General information

Board Members	Appointment	End of term of office
Essene Cassidy (President)	Reappointed December 2017	December 2022
Louise Kavanagh McBride (Vice President)	December 2015	December 2020
Kevin O'Carroll	February 2013	February 2018
Killian McGrane	Reappointed December 2015	December 2020
Dermot Manning	Reappointed July 2016	December 2020
Martin Higgins	Reappointed July 2016	December 2020
Pat Dolan	Reappointed July 2016	December 2020
Rosaleen McElvaney	December 2015	May 2018
Breda Liston	December 2015	December 2020
Karen Canning	December 2015	December 2020
Liam Minihan	December 2015	December 2020
Lorraine Clarke-Bishop	December 2015	December 2020
Tanya King	June 2017	December 2020
Denise Lawler	Reappointed December 2017	December 2022
Mark Blake-Knox	Reappointed December 2017	December 2022
Denis Murphy	Reappointed February 2018	December 2022
Catherine Cocoman	December 2017	December 2022
Eileen Kelly	December 2017	December 2022
Liam Hamill	December 2017	December 2022
Mary Gorman	December 2017	December 2022
Kathleen Lombard	February 2018	December 2022
Elaine Cassidy	March 2018	December 2022
Colm O'Herlihy	June 2018	December 2022
Anne Horgan	August 2018	December 2022
Laura Sahn	September 2018	December 2022

Interim Chief Executive Officer

Dawn Johnston
(Appointed 12th September 2018)

Address

18/20 Carysfort Avenue, Blackrock,
Co Dublin

Telephone Number

01 639 8500

Fax Number

01 639 8595

Auditors

Comptroller and Auditor General,
3A Mayor Street Upper, Dublin 1

Solicitors

Beauchamps, Riverside Two,
Sir John Rogerson's Quay, Dublin 2

Bankers

Bank of Ireland, Baggot Street, Dublin 2

Governance statement and Board members' report

Governance

The Board of Nursing and Midwifery Board of Ireland was established under the Nurses and Midwives Act 2011. The functions of the Board are set out in Section 9 of this Act. The Board is accountable to the Minister for Health and is responsible for ensuring good governance and performs this task by setting strategic objectives and targets and taking strategic decisions on all key business issues. The regular day-to-day management, control and direction of Nursing and Midwifery Board of Ireland are the responsibility of the Chief Executive Officer (CEO) and the senior management team. The CEO and the senior management team must follow the broad strategic direction set by the Board, and must ensure that all Board members have a clear understanding of the key activities and decisions related to the entity, and of any significant risks likely to arise. The CEO acts as a direct liaison between the Board and management of Nursing and Midwifery Board of Ireland.

Board responsibilities

The work and responsibilities of the Board are set out in standing orders, which also contain the matters specifically reserved for Board decision. Standing items considered by the Board include:

- declaration of interests
- reports from committees
- financial reports/management accounts
- performance reports
- reserved matters.

Section 34 of the Nurses and Midwives Act 2011 requires the Nursing and Midwifery Board of Ireland to keep, in such form as may be approved by the Minister for Health with consent of the Minister for Public Expenditure and Reform, all proper and usual accounts of money received and expended by it.

In preparing these financial statements, the Board of the Nursing and Midwifery Board of Ireland is required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that it will continue in operation
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The CEO, under the direction of the Board is responsible for keeping adequate accounting records which disclose, with reasonable accuracy at any time, its financial position and enables it to ensure that the financial statements comply with Section 34 of the Nurses and Midwives Act 2011. The maintenance and integrity of the corporate and financial information on the Nursing and Midwifery Board of Ireland's website is the responsibility of the Board.

The Board is responsible for approving the annual plan and budget. Evaluation of the performance of Nursing and Midwifery Board of Ireland by reference to the annual plan and budget is a standing agenda item at Board meetings.

The Board is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Board considers that the financial statements of Nursing and Midwifery Board of Ireland give a true and fair view of the financial performance and the financial position of Nursing and Midwifery Board of Ireland at 31 December 2018, except for non-compliance with the requirements of FRS102 in relation to retirement benefit entitlements as directed by the Minister for Health.

Board structure

The Board consists of a President, Vice President and twenty-one ordinary members. All members are appointed by the Minister for Health. The members of the Board were appointed for a period of five years and meet, on average, on a monthly basis. The table below details the appointment period for current members:

Board Member	Role	Date Appointed
Essene Cassidy	President	Reappointed 06/12/2017
Louise Kavanagh McBride	Vice President	Appointed 06/12/2015
Kevin O'Carroll	Board Member	Appointed 15/02/2013
Killian McGrane	Board Member	Reappointed 06/12/2015
Dermot Manning	Board Member	Reappointed 12/07/2016
Martin Higgins	Board Member	Reappointed 12/07/2016
Pat Dolan	Board Member	Reappointed 12/07/2016
Breda Liston	Board Member	Appointed 06/12/2015
Karen Canning	Board Member	Appointed 06/12/2015
Liam Minihan	Board Member	Appointed 06/12/2015
Lorraine Clarke-Bishop	Board Member	Appointed 06/12/2015
Tanya King	Board Member	Appointed 29/06/2017
Denise Lawler	Board Member	Reappointed 06/12/2017
Mark Blake-Knox	Board Member	Reappointed 06/12/2017
Denis Murphy	Board Member	Reappointed 15/02/2018
Catherine Cocoman	Board Member	Appointed 06/12/2017
Eileen Kelly	Board Member	Appointed 06/12/2017
Liam Hamill	Board Member	Appointed 06/12/2017
Mary Gorman	Board Member	Appointed 06/12/2017
Kathleen Lombard	Board Member	Appointed 15/02/2018
Elaine Cassidy	Board Member	Appointed 08/03/2018
Colm O'Herlihy	Board Member	Appointed 19/06/2018
Anne Horgan	Board Member	Appointed 20/08/2018
Laura Sahm	Board Member	Appointed 30/09/2018

An external evaluation of the Board was carried out in December 2018.

The Board has established eight committees, as follows:

1. **Audit and Risk Committee:** comprises three Board members and two independent members. The role of the Audit and Risk Committee (ARC) is to support the Board in relation to its responsibilities for issues of risk, control and governance and associated assurance. The ARC is independent from the financial management of the organisation. In particular the Committee ensures that the internal control systems including audit activities are monitored actively and independently. The ARC reports to the Board after each meeting, and formally in writing annually. There were four meetings of the ARC in 2018.
2. **Education, Training and Standards Committee:** comprises six Board members and five independent members. The Education, Training and Standards Committee (ETSC) monitors adherence to standards and evaluate compliance to standards and criteria for the education and training of nurses and midwives on behalf of the NMBI. There were seven meetings of the ETSC in 2018.
3. **Fitness to Practise Committee (FPC) (1985)*:** comprises twenty independent members and no Board members. All the members of this Committee were members of the Board pre-2011 and their role is to enquire into complaints referred before the Nurses and Midwives Act 2011. There were two inquiry days involving the committee of the FPC1985 in 2018.
4. **Fitness to Practise Committee (2011)*:** The Fitness to Practise Committee (FPC) (Nurses and Midwives Act, 2011) comprised 27 members in 2018 (there was a vacancy for most of the year), of whom eight were Board members. The role of the FPC is to enquire into complaints referred to it by the Preliminary Proceedings Committee under Section 61 of the Nurses and Midwives Act, 2011. On completion of an inquiry, the FPC submits its report to the Board pursuant to Section 67 of the Act. There were 37 inquiry days, 10 preliminary applications hearing days ("call-overs") and two meetings days in 2018, giving a total of 49 days.
5. **Governance and Finance Committee:** comprises of no more than seven Board members. The Governance and Finance Committee reviews and makes recommendations to the Board of NMBI in relation to all issues pertaining to the governance of NMBI. There were eight meetings of the GFC in 2018.
6. **Midwives Committee:** comprises of three Board members and five independent members. The role of the Midwives Committee (MC) is to advise the Board in relation to all areas pertaining to midwifery practice. There were four meetings of the MC in 2018.
7. **Preliminary Proceedings Committee:** comprises of four Board members and six independent members. The role of the Preliminary Proceedings Committee (PPC) is to give initial consideration to complaints. There were eight meetings of the PPC in 2018.
8. **Registration Committee:** comprises of five Board members and four independent members. The Registration Committee (RC) considers appeals from applicants for registration who have not been granted direct registration and determines the outcome of such appeals. It makes decisions, advises and makes recommendations to the Board in relation to all issues pertaining to registration. It considers all registration related matters referred to it by the Board or the executive. There were eight meetings of the RC in 2018.

*Under Section 6(1)(b) of the Nurses and Midwives Act 2011, the FPC established under the Nurses Act 1985 continues in being until all cases under the 1985 Act are completed. It is hoped this will occur by the end of 2020; however this is influenced by factors outside the control of NMBI. The FPC established pursuant to Section 24(2)(b) of the Nurses and Midwives Act 2011 hears cases under the 2011 Act.

Schedule of attendance, fees and expenses

A schedule of attendance at the Board and Committee meetings for 2018 is set out below including the fees and expenses received by each member:

	Board	ARC	ETC	FTP* 2011	GFC	MC	PPC	RC	Fees 2018	Expenses 2018
Number of Meetings	16	4	7	49	8	4	8	8	€	€
Essene Cassidy	13	3			7				-	10,756
Louise Kavanagh McBride	8		5		6				-	3,832
Kevin O'Carroll	1							2	-	-
Killian McGrane	10				8			3	-	-
Dermot Manning	11		3					8	5,985	396
Martin Higgins	10	4						3	5,985	3,386
Pat Dolan	8			11	8				5,985	7,439
Rosaleen McElvaney	4		2						-	-
Breda Liston	15					4	6		-	8,819
Karen Canning	12			27	6				5,985	1,169
Liam Minihan	11	4		16					5,985	11,208
Lorraine Clarke- Bishop	8		5	6					-	2,700
Tanya King	12								-	-
Denise Lawler	10		5	12		4	7		-	-
Mark Blake-Knox	12	3		12					5,985	-
Denis Murphy	12				8			8	5,985	351
Catherine Cocoman	6		5						-	358
Eileen Kelly	9			6					-	2,007
Liam Hamill	14			5				5	-	2,204
Mary Gorman	10					4	8		-	2,908
Kathleen Lombard	11								-	2,514
Elaine Cassidy	6								-	71
Calm O'Herlihy	5								5,985	-
Anne Horgan	4								-	-
Laura Sahm	2								-	1,309
									47,800	61,427

Seventeen members of the Board members did not receive a Board fee under the One Person One Salary (OPOS) principle.

*Total number of days (including inquiry days, call-overs and FPC meetings)

Key personnel changes

One Board member's term of office expired during the year and one member resigned. In accordance with the Nurses and Midwives Act 2011, the Minister appointed five new members. One member was reappointed in 2018.

Mary Griffin's contract as Interim CEO ended on 6 June 2018. Ursula Byrne took over as Interim CEO until September 2018. Dawn Johnston was designated Interim CEO by the Board from September 2018. Sheila McClelland was appointed Interim CEO on 24 June 2019 on a two year fixed term contract.

Disclosures required by Code of Practice for the Governance of State Bodies (2016)

The Board is responsible for ensuring that Nursing and Midwifery Board of Ireland has complied with the requirements of the *Code of Practice for the Governance of State Bodies* ("the Code"), as published by the Department of Public Expenditure and Reform in August 2016. The following disclosures are required by the Code:

Consultancy costs

Consultancy costs include the cost of external advice to management and exclude outsourced 'business-as-usual' functions.

	2018 €	2017 €
Legal advice	67,797	90,976
Ad hoc procurement advice	17,757	7,010
Pension advice	24,162	6,459
Business process improvement	176,360	355,734
IT advisory	62,629	74,343
GDPR readiness	-	6,149
Workplace investigation	3,547	7,047
Education policy development	-	50,869
Development of a professional competence scheme	25,486	16,585
Mediation services	13,784	-
Total consultancy costs	391,522	615,172
Consultancy costs capitalized	36,236	44,480
Consultancy costs charged to the income and expenditure and retained revenue reserves	355,286	570,692
Total	391,522	615,172

Legal Costs and Settlements

The table below provides a breakdown of amounts recognised as expenditure in the reporting period in relation to legal costs, settlements and conciliation and arbitration proceedings relating to contracts with third parties. This does not include expenditure incurred in relation to general legal advice received by Nursing and Midwifery Board of Ireland which is disclosed in consultancy costs above.

	2018 €	2017 €
Legal fees – Fitness to Practise	2,600,236	2,471,885
Settlements	-	277,318
Total	2,600,236	2,749,203

Travel and subsistence expenditure

Travel and subsistence expenditure is categorised as follows:

	2018 €	2017 €
Domestic		
Board	54,877	80,554
Employees	16,955	19,616
International		
Board	6,550	7,659
Employees	21,279	17,255
Total	99,661	125,084

Travel and subsistence expenditure paid directly to Board members €57,555 (2017 €82,313) and paid on behalf of Board members by the NMBI €3,672 (2017 €5,900).

Hospitality Expenditure

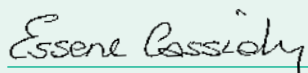
The statement of income and expenditure and retained revenue reserves includes the following hospitality expenditure:

	2018 €	2017 €
Board and staff hospitality	564	860
Client hospitality	586	-
Total	1,150	860

Statement of Compliance


The Nursing and Midwifery Board of Ireland has complied with the requirements of the *Code of Practice for the Governance of State Bodies*, as published by the Department of Public Expenditure and Reform in August 2016, with the following exceptions:

- a customer action plan is being developed
- appraisal of the Chairperson of the Audit and Risk Committee
- Chairperson of the Audit and Risk Committee letter of appointment



Essene Cassidy
President

Date: 17/12/2019



Sheila McClelland
CEO

Date: 17/12/2019

Statement on Internal Control

Scope of responsibility

This statement is made in accordance with the requirement set out in the Department of Public Expenditure and Reform's *Code of Practice for the Governance of State Bodies* (2016).

On behalf of the Nursing and Midwifery Board of Ireland, we acknowledge that we are ultimately responsible for the system of Internal Control, for reviewing its effectiveness and ensuring it is maintained and operated.

Purpose of the system of Internal control

The system is designed to provide reasonable and not absolute assurances that assets are safeguarded, transactions are authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely period.

The system of internal control, which accords with guidance issued by the Department of Public Expenditure and Reform has been in place in NMBI for the year ended 31 December 2018 and up to the date of approval of the financial statements.

Capacity to handle risk

NMBI has an Audit and Risk Committee (ARC) comprising five Board members, three Board members, one of whom is the Chair and two independent members. The ARC met four times in 2018.

The following steps have been taken to ensure an appropriate control environment:

- The Finance Department coordinates and manages the preparation of an annual budget that is approved by the Board
- The Finance Department prepares monthly variance expenditure reports comparing actual with budgeted expenditure. These are reported to the Senior Management Team, the Board and the Governance and Finance Committee on a regular basis
- The Audit and Risk Committee and the Governance and Finance Committee of the Board meet on a regular basis to advise the Board on the robustness and effectiveness of the arrangements and status of the corporate governance, financial and risk management and internal audit of the Board
- The Board's internal audit function is provided by an outside service provider. The programme of work is agreed with the Audit and Risk Committee
- There are systems aimed at ensuring the security of information and communication technology systems
- There are systems in place to secure the assets.

Risk and control framework

There is a risk management policy and framework in place which sets out the risk appetite of the NMBI. The management process in place and the roles and responsibilities in relation to risk are set in the risk management policy document.

Risks are identified and managed through the organisations risk register where key risks are stated and existing controls to mitigate the risk are noted. The risks are

assessed and prioritised by considering the likelihood of the event occurring and the impact such event would have on the organisation. An action plan is put in place to mitigate the risk and assigned an owner to implement the plan.

The risk register details the controls and actions needed to mitigate risks and responsibility for operation of controls assigned to specific staff. We confirm that a control environment containing the following elements is in place:

- procedures for all key business processes have been documented
- financial responsibilities have been assigned at management level with corresponding accountability
- there is an appropriate budgeting system with an annual budget which is kept under review by senior management
- there are systems aimed at ensuring the security of the information and communication technology systems
- there are systems in place to safeguard the assets.

Ongoing monitoring and review

Formal procedures have been established for monitoring control processes and control deficiencies are communicated to those responsible for taking corrective action and to management and the Board, where relevant, in a timely way. We confirm that the following ongoing monitoring systems are in place:

- key risks and related controls have been identified and processes have been put in place to monitor the operation of those key controls and report any identified deficiencies
- reporting arrangements have been established at all levels where responsibility for financial management has been assigned
- there are regular reviews by senior management of periodic and annual performance and financial reports which indicate performance against budgets/forecasts.

Procurement

NMBI is committed to complying fully with procurement rules and guidelines. Procurement in the NMBI is overseen by the Governance and Finance Committee. All contracts above €25,000 are approved by the Board. The NMBI engages external procurement advisory services to support the organisation in compliance with procurement rules and guidelines. Matters arising regarding controls over procurement are highlighted under internal control issues below.

Review of effectiveness

We confirm that NMBI has procedures to monitor the effectiveness of its risk management and control procedures. NMBI's monitoring and review of the effectiveness of the system of internal financial control is informed by the work of the internal and external auditors, the Audit and Risk Committee which oversees their work, and the senior management within NMBI responsible for the development and maintenance of the internal financial control framework.

We confirm that the Board conducted an annual review of the effectiveness of the internal controls for 2018 in March 2019.

Internal control issues

In 2019 the tax clearance certificate for the NMBI was suspended for a short period of one month due to a return of trading details for 2017 not being filed. This was corrected and there was no financial impact to the NMBI as this was an annual report with no monetary attachment.

In 2018, as in previous years, the Nursing and Midwifery Board of Ireland incurred expenditure in relation to goods and services where procedures employed did not fully comply with public procurement guidelines. During 2018 a number of steps were taken to ensure procedures in place complied with procurement rules. As a result, during 2018, the majority of non-compliant procurement was addressed either by terminating contracts or conducting tendering processes and putting new contracts in place.

Tenders have been completed and contracts have been awarded in relation to 100% of the expenditure not subject to competitive tendering process reported in 2017.

Expenditure not subject to competitive tendering processes

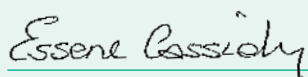
Goods/services	Expenditure in 2018 (€)	Status at December 2019
Legal assessors providing legal advice to the ftp committee	74,876	Contract signed September 2018.
Off-site file storage	34,231	Contract signed September 2018.
Agency staff	2,379	Contract completed July 2018.
FTP legal services	7,131	Contract completed May 2018.
Subtotal	118,617	

Approval by the Board

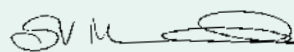
The statement on system of internal controls has been reviewed by the Audit and Risk Committee and the Board to ensure it accurately reflects the control system in operation during the reporting period.

A review of internal controls in 2018 was carried out by an external firm and signed off by the Board in March 2019.

On behalf of the Board of the Nursing and Midwifery Board of Ireland:



Essene Cassidy
President
Date: 17/12/2019



Sheila McClelland
CEO
Date: 17/12/2019



Ard Reachtaire Cuntas agus Ciste **Comptroller and Auditor General**

Report for presentation to the Houses of the Oireachtas **Nursing and Midwifery Board of Ireland**

Qualified opinion on the financial statements

I have audited the financial statements of the Nursing and Midwifery Board of Ireland for the year ended 31 December 2018 as required under the provisions of section 34 of the Nurses and Midwives Act 2011. The financial statements have been prepared in accordance with Financial Reporting Standard (FRS) 102 — *The Financial Reporting Standard applicable in the UK and the Republic of Ireland* and comprise

- the statement of income and expenditure and retained revenue reserves
- the statement of financial position
- the statement of cash flows and
- the related notes, including a summary of significant accounting policies.

In my opinion, except for the non-compliance with the requirements of FRS 102 in relation to retirement benefit entitlements referred to below, the financial statements give a true and fair view of the assets, liabilities and financial position of the Nursing and Midwifery Board of Ireland at 31 December 2018 and of its income and expenditure for 2018 in accordance with FRS 102.

Basis for qualified opinion on financial statements

In compliance with the directions of the Minister for Health, the Nursing and Midwifery Board of Ireland accounts for the costs of retirement benefit entitlements only as they become payable. This does not comply with FRS 102 which requires that the financial statements recognise the full cost of retirement benefit entitlements earned in the period and the accrued liability at the reporting date. The effect of the non-compliance on the Nursing and Midwifery Board of Ireland's financial statements for 2018 has not been quantified.

I conducted my audit of the financial statements in accordance with the International Standards on Auditing (ISAs) as promulgated by the International Organisation of Supreme Audit Institutions. My responsibilities under those standards are described in the appendix to this report. I am independent of the Nursing and Midwifery Board of Ireland and have fulfilled my other ethical responsibilities in accordance with the standards.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Report on information other than the financial statements, and on other matters

The Nursing and Midwifery Board of Ireland has presented certain other information together with the financial statements. This comprises the annual report, the governance statement and Board members' report and the statement on internal control. My responsibilities to report in relation to such information, and on certain other matters upon which I report by exception, are described in the appendix to this report.

I have nothing to report in that regard.

Andrew Harkness
For and on behalf of the
Comptroller and Auditor General

20 December 2019

Responsibilities of Board members

As detailed in the governance statement and Board members' report, the Board members are responsible for

- the preparation of financial statements in the form prescribed under section 34 of the Nurses and Midwives Act 2011
- ensuring that the financial statements give a true and fair view in accordance with FRS 102
- ensuring the regularity of transactions
- assessing whether the use of the going concern basis of accounting is appropriate, and
- such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Responsibilities of the Comptroller and Auditor General

I am required under section 34 of the Nurses and Midwives Act 2011 to audit the financial statements of the Nursing and Midwifery Board of Ireland and to report thereon to the Houses of the Oireachtas.

My objective in carrying out the audit is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement due to fraud or error. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with the ISAs, I exercise professional judgment and maintain professional scepticism throughout the audit. In doing so,

- I identify and assess the risks of material misstatement of the financial statements whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- I obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal controls.
- I evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures.

- I conclude on the appropriateness of the use of the going concern basis of accounting and, based on the audit evidence obtained, on whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Nursing and Midwifery Board of Ireland's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my report. However, future events or conditions may cause the Nursing and Midwifery Board of Ireland to cease to continue as a going concern.
- I evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Information other than the financial statements

My opinion on the financial statements does not cover the other information presented with those statements, and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, I am required under the ISAs to read the other information presented and, in doing so, consider whether the other information is materially inconsistent with the financial statements or with knowledge obtained during the audit, or if it otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

Reporting on other matters

My audit is conducted by reference to the special considerations which attach to State bodies in relation to their management and operation. I report if I identify material matters relating to the manner in which public business has been conducted.

I seek to obtain evidence about the regularity of financial transactions in the course of audit. I report if I identify any material instance where public money has not been applied for the purposes intended or where transactions did not conform to the authorities governing them.

I also report by exception if, in my opinion,

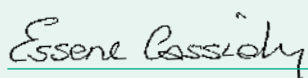
- I have not received all the information and explanations I required for my audit, or
- the accounting records were not sufficient to permit the financial statements to be readily and properly audited, or
- the financial statements are not in agreement with the accounting records.

Statement of income and expenditure and retained revenue reserves

INCOME	Note	2018 €	2017 €
Annual Retention Fee	2	6,753,835	6,365,884
Registration fee	3	2,000,637	1,981,666
Verification fee	3	104,800	90,160
HSE Contribution Nursing Careers Centre	4	200,000	200,000
Superannuation contributions		83,504	77,724
Department of Health grant		-	234,741
Bank and investment interest		1,942	2,111
Other income	5	201,518	279,334
Total income		9,346,236	9,231,620
EXPENDITURE			
Accommodation costs	6	457,217	448,651
Staff costs	7/8	3,427,706	3,204,525
Administration costs	9	2,024,648	2,161,216
Fitness to Practise	10	2,655,022	2,817,670
Library	11	8,643	5,588
Nursing careers centre	12	33,064	40,809
Depreciation	13	369,230	337,677
Total expenditure		8,975,530	9,016,136
Surplus for the year		370,706	215,484
Balance brought forward at 1 January 2018		9,058,105	8,842,621
Balance carried forward at 31 December 2018		9,428,811	9,058,105


The statement of income and expenditure and retained revenue reserves includes all gains and losses recognised in the year.

The statement of cash flows and notes 1 to 22 form part of these financial statements. On behalf of the Board of the Nursing and Midwifery Board of Ireland:



Essene Cassidy
President

Date: 17/12/2019



Sheila McClelland
CEO

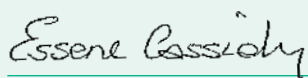
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Statement of financial position

	Note	As at 31 December 2018 €	As at 31 December 2017 €
FIXED ASSETS			
Property, plant and equipment	13	10,882,468	11,063,077
Asset under development	14	235,471	44,480
		<u>11,117,939</u>	<u>11,107,557</u>
CURRENT ASSETS			
Receivables	16	165,651	356,520
Cash and cash equivalents	15	5,578,405	4,346,456
		<u>5,744,056</u>	<u>4,702,976</u>
CURRENT LIABILITIES (AMOUNTS FALLING DUE WITHIN ONE YEAR)			
Payables	17	(5,475,701)	(4,546,131)
		<u>(5,475,701)</u>	<u>(4,546,131)</u>
NET CURRENT ASSETS		268,355	156,845
LONG TERM LIABILITIES (AMOUNTS FALLING DUE AFTER ONE YEAR)			
Payables	17	(1,957,483)	(2,206,297)
TOTAL NET ASSETS		<u>9,428,811</u>	<u>9,058,105</u>
Accumulated fund		9,428,811	9,058,105
REPRESENTING		<u>9,428,811</u>	<u>9,058,105</u>

The statement of cash flows and notes 1 to 22 form part of these financial statements.

On behalf of the Board of the Nursing and Midwifery Board of Ireland:



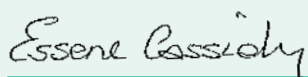
Essene Cassidy
President
Date: 17/12/2019



Sheila McClelland
CEO
Date: 17/12/2019

Statement of Cash Flows

	2018 €	2017 €
Net cash flows from operating activities		
Excess income over expenditure	370,706	215,484
Depreciation of fixed assets	369,230	337,677
Decrease/(decrease) in receivables	190,869	(263,952)
Increase in payables	929,570	83,781
Deposit interest received	(1,942)	(2,111)
Bank interest paid	5,904	7,708
Net cash inflow from operating activities	1,864,337	378,587
Cash flows from investing activities		
Payment to acquire property, plant and equipment	(188,621)	(283,420)
Payment to development of asset	(190,991)	(44,480)
Net cash flows from investing activities	(379,612)	(327,900)
Cash flows from financing activities		
Bank interest received	1,942	2,111
Bank interest paid	(5,904)	(7,708)
Repayment of loan	(248,814)	(239,816)
Net cash flows from financing activities	(252,776)	(245,413)
 Net increase/(decrease) in cash and cash equivalents	 1,231,949	 (194,726)
 Cash and cash equivalents at 1 January	 4,346,456	 4,541,182
Cash and cash equivalents at 31 December	5,578,405	4,346,456



Essene Cassidy
President

Date: 17/12/2019



Sheila McClelland
CEO

Date: 17/12/2019

Notes to the financial statements

1. Accounting policies

The basis of accounting and significant accounting policies adopted by the Nursing and Midwifery Board of Ireland are set out below. They have all been applied consistently throughout the year and for the preceding year.

a) General information

The Nursing and Midwifery Board of Ireland was set up under the Nurses and Midwives Act 2011, with a head office at 18/20 Carysfort Avenue, Blackrock, Co. Dublin, Ireland. The object of the Board is the protection of the public in its dealing with nurses and midwives and the integrity of the practice of nursing and midwifery through the promotion of high standards of professional education, training and practice and professional conduct among nurses and midwives.

The Nursing and Midwifery Board's primary objectives are set out in Section 8 and 9 of the Nurses and Midwives Act 2011 and are as follows:

- maintaining the register of nurses and midwives
- evaluating applications from Irish and overseas applicants who want to practice as nurses and midwives in Ireland
- supporting nurses and midwives to provide care by developing standards and guidance that they can use in their day-to-day practice
- setting requirements for nursing and midwifery educational programmes in Higher Level Institutions
- investigating complaints made from patients, their families, health care professionals, employers and holding fitness to practise inquiries

b) Statement of compliance

The financial statements of the Nursing and Midwifery Board for the year ended 31 December 2018 have been prepared in accordance with FRS 102, the financial reporting standard applicable in the UK and Ireland issued by the Financial Reporting Council (FRC), as promulgated by Chartered Accountants Ireland as modified by the direction of the Minister for Health in relation to superannuation. In compliance with the directions of the Minister of Health, the Board accounts for the costs of the superannuation entitlements only as they become payable (see h). This basis of accounting does not comply with FRS 102 which requires costs to be recognised in the year in which entitlement is earned.

c) Basis of preparation

The financial statements have been prepared under the historical cost convention, except for certain assets and liabilities measured at fair values as explained in the accounting policies below. The financial statements are in the form approved by the Minister for Health with concurrence of the Minister for Public Expenditure and Reform under Section 34 of the Nursing and Midwifery Board Act 2011. The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Nursing and Midwifery Board's financial statements.

In preparing the financial statements for the year ended 31 December 2018, management has assessed the Nursing and Midwifery Board of Ireland's ability to continue as a going concern. On the basis of projected financial results and cash flow for 2019 and 2020, it is clear that the Nursing and Midwifery Board of Ireland can demonstrate that there is no material uncertainty regarding its ability to meet its liabilities as they fall due.

The NMBI considers it appropriate to prepare financial statements on a going concern basis. Accordingly, these financial statements do not include any adjustments to the carrying amounts and classification of assets and liabilities that may arise if NMBI was unable to continue as a going concern.

d) Income

Annual Retention Fees

All Annual Retention Fee receipts in the period January to October are brought to account as income in the current year. Income received in November and December in respect of 2018 fees is recognised as income for the following year. It is shown as deferred income on the statement of financial position and will be booked as income in the subsequent year. Outstanding fees are not brought to account until they are received.

Other fee income

Other Fee income is accounted for on a cash receipts basis.

State contributions/grants

Contributions from the Health Executive are accounted for on a cash receipts basis. Grants from the Department of Health are allocated to the accounting period in which the related expenditure occurs.

e) Fixed assets

Property, plant and equipment are stated at cost less accumulated depreciation, adjusted for any provision for impairment. Depreciation is provided on all property, plant and equipment, other than freehold land, at rates estimated to write off the cost less the estimated residual value of each asset on a straight-line basis over their estimated useful lives, as follows:

Freehold premises	Straight line over 50 years
Freehold land	No depreciation
Equipment and fittings	33.33% Straight line
Computer equipment	33.33% Straight line
Computer software	33.33% Straight line
Telephone equipment	33.33% Straight line

Residual value represents the estimated amount which would currently be obtained from disposal of an asset, after deducting estimated costs of disposal, if the asset were already of an age and in the condition expected at the end of its useful life.

If there is objective evidence of impairment of the value of an asset, an impairment loss is recognised in the statement of income and expenditure and retained revenue reserves in the year.

Costs associated with the development of a registration system are capitalised. Depreciation of this asset will start once the asset commences to be in use.

f) Financial liability

On 23 September 2007, NMBI drew down a mortgage of €4.5 million. The mortgage is by way of a 20 year term loan facility. All amounts are due to be repaid by 23 September 2027. Repayments are made on a quarterly basis. Interest charged is Euribor +0.03%.

The carrying value of the mortgage is recognised at amortised cost using the effective interest rate method.

g) Loan interest

Interest expense is recognised on the basis of the effective interest method and is included in finance costs.

h) Superannuation contributions

NMBI administers a superannuation scheme in accordance with the rules of the Local Government Superannuation Scheme. By direction of the Minister for Health, no provision has been made in respect of future benefits payable under the scheme. Employee contributions are credited to the statement of income and expenditure and retained revenue reserves when received. Pension payments under the scheme are charged to the Statement of income and expenditure and retained revenue reserves when paid. Only those superannuation payments which fall due to be paid in the current year of account are charged to the current statement of income and expenditure and retained revenue reserves.

NMBI also administers the Single Public Service Pension Scheme ("Single Scheme") which is a defined benefit scheme for pensionable public servants appointed on or after 1 January 2013. Single scheme members' contributions and employer contributions are paid over to the Department of Public Expenditure and Reform.

i) Contingent liabilities

NMBI makes full provision for its best estimate of legal and other costs expected to arise in relation to cases it is involved in. However, NMBI is involved in a number of legal proceedings where it is not possible to predict the outcome or possible financial effect of the relevant cases with any certainty. As a result, no provision has been made for these cases.

j) Provisions

Provisions are recognised when the Board has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount of the obligation can be estimated reliably.

k) Critical accounting judgements and estimates

The preparation of the financial statements requires Management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the statement of financial position date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. There were no judgements required that had a significant effect on amounts recognised in the financial statements for 2018.

2. Annual Retention Fees (ARF)

The ARF is an annual payment made by each nurse and midwife in order to maintain their name on the active register maintained by the Nursing and Midwifery Board of Ireland. In 2018, the ARF was €100 (2017: €100).

3. Registration

	2018	2017
First time registered nurses and midwives		
Irish registration	1,342	1,391
EU registrations	1,018	1,748
Non-EU registrations	1,443	1,545
Total	3,803	4,684

The figures in the 2017 column have been amended to reflect the change to the note to first time registrations. Previously the note included both first time registrations and also additional qualifications.

4. Health Service Executive contributions/Department of Health grants

Health Service Executive contributions: An amount of €200,000 (2017 - €200,000) has been received from the Health Service Executive (HSE), acting on the directions of the Department of Health, as a contribution towards the running of the Nursing Careers Centre (see Note 12).

5. Other income

	2018	2017
	€	€
Restoration fees	185,970	253,955
Duplicate certifications	8,625	7,320
Registration appeal fees	4,955	8,100
Miscellaneous/other income	1,968	9,959
Total	201,518	279,334

6. Accommodation costs

	2018	2017
	€	€
Mortgage interest	5,904	7,708
Insurance	52,615	46,884
Light and heat	48,706	50,627
Repairs and maintenance	349,992	343,432
Total	457,217	448,651

7. Staff costs

	2018	2017
	€	€
Staff short-term benefits	2,294,456	2,297,205
Employer's contribution to social welfare	182,687	178,280
Retirement benefit costs*	420,302	480,959
Termination benefit	-	-
Total NMBI staff costs	2,897,445	2,956,444
Agency costs	530,261	248,081
Total staff costs	3,427,706	3,204,525

*€64,615 in respect of SPSPS was remitted to the Department of Public Expenditure and Reform, employee deductions of €21,537 were remitted to DPER.

a) Pension related deductions

Pension related deductions of €87,346 (2017: €78,982) were made from staff salaries and €87,346 (2017: €78,982) were remitted to the Department of Health.

b) Employee benefits

The number of employees whose total employee benefits fell within each band of €10,000 from €60,000 upwards are as follows:

Range of total employee benefits		Number of Employees	
From	To	2018	2017
€60,000	€69,999	1	1
€70,000	€79,999	3	4
€80,000	€89,999	3	1
€90,000	€99,999	1	1
€100,000	€109,999	-	-
€110,000	€119,999	-	-
Greater than €120,000		-	-
Total		8	7

Note: For the purposes of this disclosure, short-term employee benefits in relation to services rendered during the reporting period include salary, overtime allowances and other payments made on behalf of the employee, but exclude employer's PRSI.

c) Chief Executive Officer salary and benefits

The CEO remuneration package for the financial period was as follows:

	2018 €	2017 €
Basic pay:		
Interim CEO (1/1/18- 6/6/18)	54,555	97,849
Interim CEO (2/7/18- 7/9/18)	17,807	-
Interim CEO (12/9/18- 31/12/18)	29,603	-
BIK	-	-
Travel expenses and subsistence	10,148	9,912
	<u>112,113</u>	<u>107,761</u>

The Chief Executive Officer is a member of NMBI's pension scheme, and her entitlements in that regard do not extend beyond the terms of model public service pension scheme. The value of retirement benefits earned in the period is not included above.

d) Staff short-term benefits

	2018 €	2017 €
Basic pay	2,294,456	2,259,864
Overtime	-	-
Death gratuity	-	37,341
	<u>2,294,456</u>	<u>2,297,205</u>

e) Key management personnel

Key management personnel in NMBI consist of the Chief Executive officer and the members of senior management team. The total value of employee benefits for key management personnel is set out below.

	2018 €	2017 €
Salary	514,828	433,837
Allowances	-	-
Termination benefits	-	-
Health insurance	-	-
	<u>514,828</u>	<u>433,837</u>

8. Average headcount

The average headcount for the Nursing and Midwifery Board of Ireland in 2018 was 52 (2017: 52).

9. Administration

	2018 €	2017 €
Travel and subsistence		
Domestic travel board members and staff	71,832	100,170
Foreign travel board members and staff	27,829	24,914
Non Board committee members and other	72,401	112,872
Board member fees	47,880	50,807
Board training	16,515	10,900
Telephone	39,129	52,462
Postage	206,330	193,196
Print and stationery	58,744	68,022
Staff training and recruitment	61,437	61,177
Audit fees - external audit	26,000	21,000
Audit fees - internal audit	11,228	34,139
Legal fees (Non FTP)	67,797	90,976
Procurement advice	17,758	7,010
Pension advice	24,162	6,459
Business improvement	176,360	355,734
IT advisory	26,582	29,863
Accountancy services	95,632	46,679
External service delivery	585,444	477,424
GDPR readiness	-	6,149
Workplace investigation	3,547	7,047
Education policy development	-	50,869
Development of professional competence scheme	25,486	16,585
Bank interest and charges	48,313	62,992
Computer/IT	256,943	237,691
Misc.	57,299	36,079
	2,024,648	2,161,216

10. Fitness to Practise

	2018 €	2017 €
FTP administration	11,948	23,870
Legal fees	2,600,235	2,726,521
Stenographer fees	42,839	67,279
Total	2,655,022	2,817,670

11. Library

No value has been placed on books and periodicals in the library. Expenditure is charged to the financial statements in the year in which it occurs.

12. Nursing Careers Centre

The Department of Health has assigned responsibility for the recruitment of and selection of candidates for entry to nurse and midwife training to the Nursing and Midwifery Board of Ireland, who established the Nursing Careers Centre to manage the process. Salary and accommodation costs are included under the relevant expenditure headings in the statement of income and expenditure and retained revenue reserves.

	2018 €	2017 €
General admin costs	1,168	4,521
Public appointments service	31,896	36,288
Total	33,064	40,809

In addition to the directly attributable costs above, an amount of €61,908 is included in the payroll costs in respect of staff assigned to duties related to the Nursing Careers Centre. The Board also estimates that apportioned accommodation costs for the centre are €47,280.

13. Fixed assets

	Freehold Land	Premises	Equipment & Fittings	Computer Software	Computer Hardware	Total
Cost or valuation	€	€	€	€	€	€
At 01 January 2018	1,265,833	12,589,104	110,104	541,878	963,986	15,470,905
Additions	-	-	-	54,487	134,134	188,621
Write down	-	-	-	-	-	-
At 31 December 2018	1,265,833	12,589,104	110,104	596,365	1,098,120	15,659,526

Accumulated depreciation

At 01 January 2018	-	2,897,490	110,104	515,686	884,548	4,407,828
Charge for year	-	251,786	-	39,775	77,669	369,230
Write down	-	-	-	-	-	-
At 31 December 2018		3,149,276	110,104	555,461	962,217	4,777,058

Net book value

at 31 December 2018	1,265,833	9,439,828	-	40,904	135,903	10,882,468
Net book value at 31 December 2017	1,265,833	9,691,614	-	26,192	79,438	11,063,077

14. Assets under development

	Registration system €
Cost	
Cost as at 1 January 2018	44,480
Development costs capitalised	190,991
At 31 December 2018	235,471

Development costs of the system are capitalised as they are incurred.
Depreciation of the asset will not commence until the asset is in use.

15. Analysis of changes in cash and cash equivalents

	1 January 2018 €	Cash Flow €	31 December 2018 €
Cash at bank and in hand	300,009	(0)	300,009
Short-term deposit	4,046,447	1,231,949	5,278,396
Total	4,346,456	1,231,949	5,578,405

16. Receivables

	2018 €	2017 €
Debtors	34,492	257,660
Prepayments	131,159	98,860
	165,651	356,520

17. Payables

a) Amounts falling due within one year

	2018 €	2017 €
Trade creditors and accruals	1,120,801	1,159,851
Deferred income Annual Retention Fee (i)	3,983,125	3,022,809
Deferred income from Department of Health	130,975	130,975
Mortgage due in less than one year	240,800	232,496
	5,475,701	4,546,131

(i) Deferred income (refer to Accounting Policy 1(d) for further details)

	2018 €	2017 €
Deferred income at 1 January	3,022,809	2,651,357
Receipts in year from Annual Retention Fee	7,714,151	6,737,336
Recognised as income in year	(6,753,835)	(6,365,884)
Total deferred income	3,983,125	3,022,809

b) Amounts falling due after one year

	2018	2017
	€	€
Mortgage 2-5 years	929,984	929,984
Mortgage over 5 years	1,027,499	1,276,313
	<u>1,957,483</u>	<u>2,206,297</u>

18. Contingent liability

NMBI is also involved in a number of legal proceedings where it is not possible to predict the outcome or possible financial effect of the relevant cases with any certainty. As a result, no provision has been included in the financial statements in respect of these cases.

19. Related party disclosures

The Nursing and Midwifery Board adopts procedures in accordance with the guidelines issued by the Department of Public Expenditure and Reform covering the personnel interests of Board members. In the normal course of business, the Nursing and Midwifery Board may enter into contractual arrangements with entities in which Nursing and Midwifery Board members are employed or are otherwise interested.

In cases of potential conflict of interest, Board members do not participate in or attend discussions in the decision making regarding these transactions. A register is maintained and available on request in all such instances.

There were no transactions in the year in relation to the Board's activities in which any Board members had any beneficial interest.

Please refer to Note 7 for CEO details and to the Governance Statement for Board Members fees and expenses.

20. Capital commitments

There were no capital commitments at 31 December 2018.

21. Events after the reporting date

There were no significant events after the reporting date.

22. Approval of financial statements

These financial statements were approved by the Board of the Nursing and Midwifery Board on 17 December 2019.



06

Appendices

Appendix 1: Members of the NMBI Board 2018



Essene Cassidy
President of the Board



Louise Kavanagh McBride
Vice President of the Board



Kathleen Lombard



Kevin O'Carroll



Liam Minihan



Lorraine Clarke-Bishop



Laura Sahm



Mary Gorman



Martin Higgins



Tanya King



Karen Canning



Colm O'Herlihy



Pat Dolan



Catherine Cocoman



Eileen Kelly



Kilian McGrane



Denis Murphy



Breda Liston



Rosaleen McElvaney



Elaine Cassidy



Denise Lawler



Mark Blake-Knox



Anne Horgan



Liam Hamill



Dermot Manning

Appendix 2: NMBI Board meetings 2018

The Board is required to meet four times per year.

A member of the Board who does not, for a consecutive period of six months, attend a meeting of the Board ceases at the end of that period to hold office unless the member demonstrates to the Minister's satisfaction that the failure to attend was due to illness.

A member of the Board who does not attend a minimum of four Board meetings a year or who is absent from four consecutive meetings without the Board granting leave may be required to cease office.

For the purpose of determining attendance, attendance by a Board member for one or both days of a two-day Board meeting is counted as one attendance. A two-day meeting is counted as one meeting.

Board member attendance 2018

A member of the Board who does not, for a consecutive period of six months, attend a meeting of the Board ceases at the end of that period to hold office unless the member demonstrates to the Minister's satisfaction that the failure to attend was due to illness.

A member of the Board who does not attend a minimum of four Board meetings a year or who is absent from four consecutive meetings without the Board granting leave may be required to cease office.

Board member	Total per person	Total number of meetings per year	23-24 Jan	13-Feb	27-28 Mar	17-Apr
Mark Blake-Knox	12	16	1	1	1	1
Karen Canning	12	16	1	1	1	1
Elaine Cassidy	6	14	–	–	1	1
Essene Cassidy	13	16	1	1	1	1
Lorraine Clarke-Bishop	8	16	1		1	
Catherine Cocoman	6	16		1	1	
Pat Dolan	8	16	1		1	
Mary Gorman	10	16	1	1		1
Liam Hamill	14	16	1	1	1	1
Martin Higgins	10	16		1	1	1
Anne Horgan	4	5	–	–	–	–
Louise Kavanagh McBride	8	16	1		1	
Eileen Kelly	9	16	1	1		1
Tanya King	12	16	1		1	1
Denise Lawler	10	16	1	1	1	1
Breda Liston	15	16	1	1	1	1
Kathleen Lombard	11	14	–	–	1	1
Dermot Manning	11	16		1	1	1
Kilian McGrane	10	16	1		1	1
Liam Minihan	11	16	1	1	1	1
Denis Murphy	12	16	1	1	1	1
Colm O'Herlihy	5	7	–	–	–	–
Kevin O'Carroll	1	2		1	–	–
Rosaleen McElvaney	4	5	1	1	1	
Laura Sahm	2	4	–	–	–	–

- Denis Murphy, Breda Liston, Anne Horgan, Mary Gorman and Tanya King are members of the Preliminary Proceedings Committee. Unless required for a quorum, they do not attend meetings where items pursuant to Section 58 of the Nurses and Midwives Act 2011 are under consideration i.e. meetings on 31 May, 5 July, 27 August and 13 November.
- Kevin O'Carroll's tenure ended on 14 February 2018.
- Kathleen Lombard's tenure began on 15 February 2018
- Elaine Cassidy's tenure began on 8 March 2018

30-Apr	22-23 May	31-May	21-Jun	05-Jul	24-25 July	27-Aug	17-25 Sept	23-Oct	13-Nov	27-28 Nov	17-Dec
	1	1	1				1	1	1	1	1
	1				1	1	1	1	1	1	1
	1						1			1	1
1	1	1	1			1	1	1		1	1
1	1			1	1		1	1			
	1			1			1	1			
	1				1	1		1		1	1
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1	1		1	1	1	1	1		1	1	1
	1			1		1	1		1	1	1
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1	1				1		1			1	1
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	1	1	1		1	1	1	1		1	
-	-	-	-	-	1	1	1			1	1
-	-	-	-	-	-	-	-	-	-	-	-
1	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	1		1	

- Rosaleen McElvaney resigned with effect from 31 May 2018
- Colm O'Herlihy's tenure began on 19 June 2018
- Anne Horgan's tenure began on 20 August 2018
- Laura Sahm's tenure began on 30 September 2018
- Tanya King resigned with effect from 22 January 2019

Appendix 3: Committee members and meetings 2018

Fitness to Practise Committee (2011)

There were 37 inquiry days and 10 call-over days in 2018.

Committee structure: 27 members in total – nine Board members (four nurses, one midwife and four lay) and 18 non-Board members (three nurses, three midwives and 12 lay)

Chairperson: Denise Lawlor

	Inquiry days	Call-over days	FPC meetings
Number of days	37	10	2
Mark Blake-Knox	7	3	1
Karen Canning	19	6	1
Lorraine Clarke-Bishop	3	2	0
Pat Dolan	6	3	1
Liam Hamill	2	1	1
Eileen Kelly	4	0	1
Denise Lawlor	5	5	1
Liam Minihan	12	2	1
Colm O'Herlihy	0	0	0
Mary Barrett	2	2	1
James Buckley	5	2	0
Eileen Flynn	9	3	1
Richard Hammond	2	2	1
Mark Kane	20	1	0
Stephen Kealy	5	2	0
Jill Long	18	4	0
Cindy Mackie	0	0	0
Shane McCarthy	1	3	1
Martin McNamara	5	0	0
Cathriona Molloy	5	1	1
Orla Mongan	7	0	0
Amanda Phelan	4	3	1
Emma Prendergast	3	1	1
Michelle Rose	2	1	0
Milo Walsh	2	4	1
Margaret Philbin	3	0	0
Mary Higgins	17	0	0
Michele Monahan	16	0	1

Fitness to Practise Committee (1985)

One inquiry was continued over a total of two inquiry days.

No meetings of this committee were held in 2018.

Committee structure: All former Board members

Chairperson: Pauline Treanor

Member	Number of inquiry days attended
Eimear McAuliffe	0
Siobhán Quirke	0
Mary Kenneally	0
John McCardle	0
Orla O'Reilly	2
Cathryn Lee	0
Mary Godfrey	0
Bobby Burns	0
Cathriona Molloy	0
Jacinta Mulhere	0
Maureen (Mary) Kington	0
Pauline Treanor	0
Marie Gilligan	0
Ann Sheehan	0
Jacqueline Burke	0
Deirdre Duffy	0
Aine McHugh	2
Éamann Breatnach	0
Virginia Pye	0
Gerry Maguire	2

Midwives Committee

There were four meetings of the Midwives Committee in 2018.

Committee structure: Eight members (three Board and five non-Board members)

Chairperson: Denise Lawler

Member	Number of meetings attended
Denise Lawler	4
Breda Liston	4
Mary Gorman	4
Gemma Gannon	2
Ailie Moseley	0
Cathriona Molloy	3
Mary Skehan	2
Deirdre Walsh*	1
Claire O'Regan*	0

* Deirdre Walsh was on maternity leave in Q3 2018 and was replaced by Claire O'Regan until Q2 2019.'

Preliminary Proceedings Committee

There were eight meetings of the Preliminary Proceedings Committee in 2018.

Committee structure: 11 members (five Board members and six non-Board members)

Chairperson: Denis Murphy

Member	Number of meetings attended
Denis Murphy	8
Mary Gorman	8
Breda Liston	6
Tanya King	7
Deirdre Naughton	8
Geraldine Feeney	7
Treasa Kelly	5
Timothy Frawley	5
Ann Sheehan	6
Éamann Breatnach	2

Audit and Risk Committee

There were four meetings of the Audit and Risk Committee in 2018.

Committee structure: Five members (three Board members and two non-Board members). The President is an ex officio member.

Chairperson: Martin Higgins

Member	Number of meetings attended
Denis Doherty	3
Margaret Campbell	0
Mark Blake-Knox	3
Liam Minihan	4
Martin Higgins	4
Essene Cassidy – President	3

Governance and Finance Committee

There were 10 meetings of the Governance and Finance Committee in 2018.

Committee structure: Six members (six Board members and no non-Board members)

Chairperson: Kilian McGrane

Member	Number of meetings attended
Kilian McGrane	10
Essene Cassidy	9
Dennis Murphy	10
Karen Canning	8
Pat Dolan	8
Louise Kavanagh McBride	6

Education, Training and Standards Committee

There were seven meetings of the Education and Training Committee in 2018.

Committee structure: 11 members (six Board members and five non-Board members)

Chairperson: Lorraine Clarke-Bishop

Member	Number of meetings attended
Lorraine Clarke-Bishop	6
Louise McBride Kavanagh	5
Dermot Manning	3
Catherine Cocoman	5
Rosaleen McElvaney	2
Denise Lawler	5
Elizabeth Adams	1
Barbara Kelly	4
Mary McDonnell-Naughton	6
J.P. Nolan	2
Aisling Culhane	3

Registration Committee

There were eight meetings of the Registration Committee in 2018.

Committee structure: Nine members (five Board member and four non-Board)

Chairperson: Dermot Manning

Member	Number of meetings attended
Kevin O'Carroll	2
Dermot Manning	8
Kilian McGrane	3
Martin Higgins	3
Liam Hamill	5
Cathriona Molloy	5
Catrina Heffernan	5
Karen Clarke	4
Janet Wynne	5

Notes

Notes section containing horizontal lines for text entry.



Bord Altranais agus
Cnáimhseachais na hÉireann
Nursing and Midwifery
Board of Ireland

Nursing and Midwifery Board of Ireland (NMBI)

18/20 Carysfort Avenue | Blackrock | Co. Dublin | A94 R299

T +353(0)1 639 8500 www.nmbi.ie