

NEW SOUTH WALES PHYSIOTHERAPISTS REGISTRATION BOARD

**ANNUAL REPORT FOR THE YEAR ENDED
30 JUNE 2008**

The Hon. John Della Bosca, BA MLC
Parliament House,
Macquarie Street
Sydney NSW 2000

Dear Minister

Pursuant to the provisions of the Annual Reports Act 1984 the New South Wales Physiotherapists Registration Board has pleasure in submitting this, the Annual Report of the Board for the period 1 July 2007 to 30 June 2008, for presentation to Parliament.

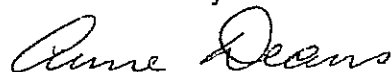
The Board's annual planning process this year involved consideration of key focus areas as follows:

1. Competency of registrants - including issues associated with Australian and overseas physiotherapists applying for registration, renewing registration and re-entering the profession and mechanisms contributing to the maintenance of standards that ensure community safety.
2. Communications - including those with other health professional registration Boards to share information in the interests of best practice and also communications with registrants and the community to assist in improving standards and to support informed decision making.
3. Management and administrative tools - including committee structures, policies and procedures, research and electronic mediums that assist in effective and efficient fulfillment of the Board's responsibilities.

As well as progressing with responsibilities under the Physiotherapists Act 2001, the Board has been engaged in developmental work associated with the approach of National Registration and Accreditation. The Board is taking an active role in workshops and in responding to discussion papers about the set up, operation and transition to National Registration and Accreditation.

Board and Committee members have demonstrated tremendous commitment during the year and my thanks and appreciation go to these dedicated individuals. On behalf of the Board I would also like to express gratitude to the Board's staff under the capable leadership of Ms Sue Hardman for their efforts during the year.

Yours sincerely



Anne Deans
President

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PHYSIOTHERAPISTS REGISTRATION BOARD

Annual Report for the Year Ended 30 June 2008

1. CHARTER

The Physiotherapists Registration Board is established under the provisions of the Physiotherapists Act, 2001 to exercise the powers, authorities, duties and functions imposed on it by the Act.

The object of the Act is to protect the health and safety of members of the public by providing mechanisms to ensure that physiotherapists are fit to practise.

2. AIMS AND OBJECTIVES

Under the provisions of the Act the Board has the following functions:

- to promote and maintain standards of physiotherapy practice in New South Wales,
- to advise the Minister on matters relating to the registration of physiotherapists, standards of physiotherapy practice and any other matter arising under or related to this Act or the regulations, and
- to publish and distribute information concerning this Act and the regulations to physiotherapists, consumers and other interested persons.

3. ACCESS

The Physiotherapists Registration Board office is located at Level 6, 477 Pitt Street, Sydney.

Telephone: (02) 9219 0255

Fax: (02) 9211 9318

(02) 9281 2030

Correspondence: PO Box K599 HAYMARKET NSW 1238

E-mail: physioreg@hprb.health.nsw.gov.au

Website: www.physioreg.health.nsw.gov.au

Office Hours: 8.30am - 5.00pm Monday to Friday
Cashier services close at 4:30pm

4. MANAGEMENT AND STRUCTURE

4.1 Membership of the Physiotherapists Registration Board

Pursuant to Section 88(1) of the *Physiotherapists Act 2001* the Board comprises 11 members, of whom:

1. 3 are to be registered physiotherapists elected by registered physiotherapists in accordance with the regulations; being

Ms Virginia Binns
Ms Maria Quinlivan
Dr Debra Shirley

2. 8 are to be appointed by the Governor in accordance with Subsection (2) which states that the appointed members are to be:

- (a) *1 person nominated by the Minister, being an officer of the Department of Health or an employee of an area health service, statutory health corporation or affiliated health organisation within the meaning of the Health Services Act 1997; being*

Mr David Cross

- (b) *1 registered physiotherapist nominated by the Minister from a panel of physiotherapists nominated by the Australian Physiotherapy Association (NSW), and such other bodies representing physiotherapists as may be determined by the Minister; being*

Mr David Young

- (c) *1 registered physiotherapist nominated by the Minister involved in the tertiary education of persons for qualification in NSW as physiotherapists; being*

Ms Vicki Williams

- (d) *1 registered physiotherapist practising physiotherapy in NSW nominated by the Minister of the Minister's own choosing; being*

Ms Anne Deans

- (e) *3 persons nominated by the Minister, at least 2 of whom are not registered physiotherapists and are nominated to represent the community; being*

Professor Ian Cameron
Ms Lai-Hoong Wong
Ms Sandra Everett

- (f) *1 legal practitioner nominated by the Minister; being*

Ms Christine Campbell

The Board was appointed on 6 December 2006 for a four year term. Ms Anne Deans was appointed on 20 December 2006.

Ms Deans has been appointed as President and Dr Debra Shirley as Deputy President.

4.2 Attendance at Meetings

The Board met on eleven occasions during the reporting period, usually on the second Tuesday of each month.

<u>Member</u>	<u>Meetings Attended</u>
Ms Anne Deans	11
Dr Debra Shirley	6
Ms Virginia Binns	9
A/Prof Ian Cameron	8
Mr David Cross	11
Ms Maria Quinlivan	9
Ms Vicki Williams	11
Ms Lai-Hoong Wong	9
Mr David Young	9
Ms Christine Campbell	8
Ms Sandra Everett	9

4.3 Human Resources

Registrar:	Ms Susan Hardman
Deputy Registrar:	Ms Jennifer Caldwell
Assistants to the Registrar:	Ms Susan Toohey
	Ms Jean Littlefield
	Mr Brad Skidmore

4.4 Committees of the Board

The Board pursuant to Section 90 has established the following Committees to assist it with the exercise of its functions. Committee membership also includes physiotherapists who are Board members.

Both the profession and NSW health consumers have benefited from the work of these Committees and the Board acknowledges the valuable contribution made by all members.

Strategic Planning Committees

Communications Committee

Ms Vicki Williams
Ms Lai-Hoong Wong
Ms Sandra Everett

Complaints Screening Committee

Ms Christine Campbell
Mr David Cross
Dr Debra Shirley

Impaired Registrants Panels

A/Professor Ian Cameron
Ms Maria Quinlivan
Dr Debra Shirley
Ms Christine Campbell
Ms Lai Wong

Limited Registration Committee

Mr David Cross
Ms Marita Lennon
Ms Maria Quinlivan
Ms Vicki Williams

Physiotherapy Standards Committee

Mr Damien Finniss
MsCarolynn Harvey
Mr Michael Dessen
Ms Libby Loneragan
Ms Madelyn Nicole
Ms Maria Quinlivan
Mr David Young
Ms Vicki Williams

Registration Committee

Ms Virginia Binns
Mr David Cross
Dr Debra Shirley

Schedule 1 Inquiries Committee

Ms Virginia Binns
Professor Ian Cameron
Ms Sandra Everett
Ms Maria Quinlivan
Dr Debra Shirley
Ms Vicki Williams
Ms Lai-Hoong Wong
Mr David Young

Scholarship Committee

Ms Virginia Binns
Dr Debra Shirley
Ms Judy Stinson
Ms Vicki Williams

Physiotherapy Standards Advisory Committee

Section 93 of the Act establishes the Physiotherapy Standards Advisory Committee to deal with certain types of complaints. See also Section 9 of this report.

The Committee operates under the provisions of sections 40 – 44 of the Act and its membership, constituted under Section 95, is;

Dr Elizabeth Ellis (Chairperson)
Mr John Davies
Mr Michael Dessen
Ms Libby Loneragan

5. SUMMARY REVIEW OF OPERATIONS

5.1 Registrations

The Board maintained a register of physiotherapists as required under Section 20 of the Physiotherapists Registration Act 1945 and clause 21 schedule 1 of the Physiotherapists Act 2001.

Physiotherapists registered as at 30 June 2008 6799

New Registrations (1 July 2007 to 30 June 2008)

- Qualified in NSW	208
- Qualified Interstate	47
- Qualified overseas	22
- Mutual Recognition Act 1992	88
- Trans Tasman Mutual Recognition Act 1997	44
Total	409

Temporary Registration

The Board granted temporary registration on 295 occasions to physiotherapists in the following categories-

- Overseas trained (Limited Registration)	51
- APC examination/clinical placements	89
- Attending courses	48
- Accompanying sporting teams etc	15
- Other	18
Total	221

Amendments to the Register

Re-registration of name to the register	86
Changes of name noted	64
Changes of title noted	3
Deletions from the register	460

Schedule 1 Inquiries

The Board conducted 2 inquiries in accordance with Schedule 1 Part 3 of the Physiotherapists Act 2001 during the reporting year. Inquiries are conducted to determine the eligibility of an applicant to be registered or an applicant's competence to practise physiotherapy

5.2 Complaints

The Board considered 33 complaints during the reporting period in the following categories:

Professional Misconduct (1 complaint)

Outcome 1 physiotherapist suspended from the Register

Unethical/improper conduct (9 complaints)

Outcome: 7 discontinued
1 suspension enforced Mutual Recognition Act 1992
1 referred for investigation

Clinical standards and quality of care (6 complaints)

Outcome: 2 discontinued
1 investigated, physiotherapist referred for mentoring
1 investigated, settled by parties and a warning given
1 investigated, discontinued
issues to be considered by Board
1 referred for assisted resolution

Clinical Standards - (2 complaints)

Outcome: 2 physiotherapists referred for mentoring

Unregistered persons (5 complaints)

Outcome: 4 discontinued
1 warning given

Misrepresentation/fraud (3 complaints)

Outcome: 3 investigations ongoing

Business practices (3 complaints)

Outcome: 2 discontinued
1. resolved by parties

Advertising (2 complaints)

Outcome: 2 warnings given

Communication (2 complaints)

Outcome: 1 resolved
Outcome: 1 discontinued

6. MUTUAL RECOGNITION OF HEALTH OCCUPATIONS

The Mutual Recognition policy operates in all States. From the 1st May 1998 the Mutual Recognition arrangements were extended to include New Zealand under the Trans Tasman Mutual Recognition Act 1997.

The Board is committed to registering applicants in accordance with the Mutual Recognition Act 1992 and the Trans Tasman Mutual Recognition Act 1997 to persons holding registration in any of the subject states or territories. Applicants will be granted practice rights within any other state or territory within the group subject to:-

- (a) disciplinary and good standing clearances;
- (b) compliance with certain formal procedures, which includes the lodgement of a statutory declaration detailing relevant personal data with the registration authority where registration is sought;
- (c) practice rights not exceeding the applicant's existing practice rights;
- (d) compliance with practising restrictions in that State or Territory.

7. SPECIAL BOARD MEETING

In January 2008 the Board held its annual planning day. The Board also reviewed its strategic goals and considered its priorities for action before national registration is implemented on 1 July 2010. The Board developed an action plan for 2008/2009 to identify priorities ensuring that the action plan has the flexibility to encompass changeover for national registration and accreditation. The framework included the following key focus groups to be supported by standing committees identified as follows:

Communications

Monitoring and maintaining competency standards

Assessing competency standards

Mr Jim Tzannes, Director HPRB attended the meeting as a guest to provide input to the key focus groups and discussion also included the following items: Mentors, workforce data, national registration and accreditation.

Members of the Physiotherapy Standards Advisory Committee, Dr Elizabeth Ellis (Chairperson), Mr John Davies, Mr Michael Dessen and Ms Libby Loneragan also met with the Board to consider effective ways of managing complaints and retaining standards having regard to the national agenda.

In March 2008 the Commonwealth and the States and Territories signed an Inter Governmental Agreement (IGA) reflecting a COAG decision in 2007 for a single national registration and accreditation for the following health professions; medical practitioners; nurses and midwives; pharmacists; physiotherapists; psychologists; osteopaths; podiatrists; chiropractors;

optometrists; and dentists (including dental hygienists, dental prosthetists and dental therapists).

The new arrangement was developed to help health professionals to move between states more easily, reduce red tape, provide greater safeguards for the public and promote a more flexible, responsive and sustainable health workforce. The new scheme will maintain a public national register for each health profession that will ensure that a professional who has been banned from practising in one place is unable to practise elsewhere in Australia.

8. PHYSIOTHERAPISTS TRIBUNAL

The Physiotherapists Tribunal was introduced in the Physiotherapists Act 2001 as one of the complaints handling mechanisms available to the Board. During the reporting year there were no inquiries into a complaint conducted under section 100 of the Act.

9. PHYSIOTHERAPY STANDARDS ADVISORY COMMITTEE

The Physiotherapy Standards Advisory Committee (PSAC) was established by the Physiotherapists Act 2001 as a complaints handling mechanism available to the Board. During the reporting period, three matters were referred to the Committee for investigation.

Under the provisions of the Act, four members are appointed to the Committee, being:

- Dr Elizabeth Ellis (Chairperson)
- Mr Michael Dessen (Physiotherapist)
- Ms Libby Loneragan (Physiotherapist)
- Mr John Davies (Consumer Representative).

The Committee works independently of the Board but makes its recommendations to the Board. When appropriate the Committee encourages the complainant and physiotherapist to settle the complaint by consent. However in cases where this is not feasible, the Committee must make recommendations to the Board as to how the complaint should be resolved. On average, complaints referred to PSAC have been investigated and resolved within 3 to 4 months of initial consideration of the complaint.

10. PHYSIOTHERAPY EDUCATION AND RESEARCH PROJECTS

The Ian Collier Memorial Scholarship

The Board established the Ian Collier Memorial Scholarship with the aim of improving physiotherapy practice for the benefit of the community. The Scholarship is named in memory of Ian Collier, a committed physiotherapist and active member of the Physiotherapists Registration Board from 1989 to 1997. The Scholarship is open to physiotherapists currently registered in NSW who have worked the equivalent of two years as a physiotherapist in NSW.

Suitably experienced physiotherapists can apply for the Scholarship under the following categories:

1. Assistance to publish clinical research activity
2. Study project in the field of physiotherapy
3. Distance learning program for non-metropolitan physiotherapists

In 2007, two applications were received. After careful consideration the Board granted the scholarship to Ms Nicole Harvey, under category 1, assistance to publish physiotherapy research. She was awarded \$10,000 for her project, Intrarater and interrater reliability of physiotherapists using "A Method of Clubfoot Evaluation" (Pirani et al, 1994) to assess children with congenital talipes equinovarus (CTEV).

Her project aims to examine the intrarater and interrater reliability of physiotherapists using A Method of Clubfoot Evaluation (AMCE) to score digital photographs of infants' feet, and to provide support for rural and sole paediatric physiotherapists. Preliminary results have provided clinically significant and relevant information indicating that AMCE can be used reliably by physiotherapists. Ms Harvey plans to publish the results in a scientific journal to allow clinician access to this important information and the Board looks forward to a positive outcome.

Analysis of Continuing Professional Development Undertaken by physiotherapists

This is an annual project involving the analysis of the professional development activities that registered physiotherapists attend during the year. The survey forms require physiotherapists to indicate whether or not they had undertaken any continuing professional education in the last 12 months and includes a separate section requesting information on the number of events attended and the time taken for each type of event. Several items from the physiotherapist Labourforce Annual Survey are included in the analysis.

Physiotherapists must demonstrate adequate current knowledge, skill, judgement and care in the practice of physiotherapy. A physiotherapist has responsibilities under the Physiotherapists Act 2001 to be competent and accountable. The Board regards participation in continuing professional development is an integral part of the registered physiotherapist's obligations.

Analysis of Host Supervisor Satisfaction Survey

During the year the Board determined to initiate/approve a second analysis of Host Supervisor Satisfaction surveys assessing the Board's overseas temporary registration program. The analysis will be undertaken when approximately 30 surveys have been received from host supervisors.

11. REPRESENTATION ON EXTERNAL ADVISORY COMMITTEES

Ms Anne Deans is the Board's nominee on the Program Management Committee for the Bachelor of Physiotherapy at the University of Newcastle.

Dr Debra Shirley is the Board's nominee on the External Advisory Committee for the Physiotherapy Undergraduate Program, Charles Sturt University.

Ms Virginia Binns is the Board's nominee on the External Advisory Committee for the School of Physiotherapy Undergraduate Program and the Graduate Entry Level Program, University of Sydney.

Mr David Cross is the Board's nominee on the Allied Health Assistants Professional Advisory Group ACT Health.

12. SECTION 25 OF THE *HEALTH CARE LIABILITY ACT 2001*

Professional Indemnity Insurance

Legislation now requires NSW health professionals, including physiotherapists, to provide evidence of professional indemnity insurance in order to be registered to practise. Professional indemnity insurance details are required as part of the information required for annual renewal of registration. The Board sends a questionnaire to all NSW registered physiotherapists requesting information on their current professional indemnity arrangements.

13. HEALTH LEGISLATION AMENDMENT ACT 2007

The Health Legislation Amendment Act 2007 commenced on 13 December 2007. The purpose of the Act is to amend various Acts and regulations to make provision with respect to health professional disciplinary tribunals and certain mental health matters relating to medical or dental students, to make miscellaneous amendments; and for other purposes.

14. CODE OF CONDUCT

The Board continues to operate within the Code of Conduct, which provides a framework to support and promote the making of ethical decisions in all areas where the Board has a role or function.

15. NEWSLETTERS

A newsletter was distributed to all registrants in January 2008. The newsletters cover a range of issues relevant to the practice of physiotherapy in New South Wales and in this instance included:

- *Clean hands saves lives*- NSW Health
- *Screening Vaccination Policy Directive* - NSW Health
- *Professional Indemnity Insurance*

16. BOARD PUBLICATIONS

During the year the Board produced a number of publications addressing matters of importance to the profession. These publications were:

- **Policy Statements**
 - *Policy on Physiotherapists and Sexual Misconduct Policy no. 1 Issued 1994 Revised 2006*
 - *Medicines to be Sold, Supplied, or Used Therapeutically by Physiotherapists Policy no. 3 Issued 1996 Revised 2006*
 - *Policy on Professional Conduct Policy no. 4 2007*

- *Policy for Documentation in the Clinical Record Policy no. 9 2008*
- *Policy for Physiotherapists Working with Therapy Assistants Policy no. 8 2008*
- **Guidelines**
 - *Guidelines for the Application, Modification and Removal of Plasters/casts Guideline no. 2 Issued 2001 Revised 2007*
 - *Use of New or Non Traditional Interventions in Physiotherapy Guideline no. 5 2006*
- **Other Publications**
 - *Code of Conduct for Board Members*
 - *Patient Statement of Rights Brochure*
 - *Information on the Ian Collier Memorial Scholarship*
 - *Frontline Complaints Handling*
 - *Getting to Know the Physiotherapists Act 2001*
 - *Annual Report of the Board*
 - *Guidelines for Examiners and Supervisors of Overseas Trained Physiotherapists*
 - *Registration Application Forms*
 - *Newsletters*

Access to these can be obtained via the Board's website or secretariat office.

16.1 Update On The Review And Development Of Board Policies And Guidelines

The Board is currently reviewing/developing the following policies and guidelines:

- *Policy for physiotherapists working with therapy assistants*
- *Policy for documentation in the physiotherapy clinical record*
- *Policy for standards of supervision of physiotherapy students*
- *Guideline for physiotherapists using high risk procedures*

17. OVERSEAS TRAVEL

No travel has been undertaken on the Board's behalf during the reporting period.

18. PUBLIC CONTACT

The Board frequently responds to a range of requests from the public. Inquiries largely relate to;

- Verification of registration from members of the public and health funds.
- Registration procedures and eligibility requirements.

The Board is currently reviewing options for delivering this information to its clients.

19. ADMINISTRATION – MANAGEMENT AND STRUCTURE

The Health Administration Corporation provides administrative support to the Health Professionals Registration Boards (HPRB) created by the following legislation:

- Chiropractors Act 2001
- Dental Technicians Registration Act 1975
- Nurses and Midwives Act 1991
- Optical Dispensers Act 1963
- Optometrists Act 2002
- Osteopaths Act 2001
- Physiotherapists Act 2001
- Podiatrists Act 2003
- Psychologists Act 2001

Under the provisions of their respective Acts, the Boards are established as the statutory bodies to deal with protection of the safety of the public and professional practice issues in New South Wales. The principle functions of the Boards include the determination of professional standards, qualifications and experience required for registration and the maintenance of professional and ethical standards through the administration of disciplinary and impairment management provisions.

The Boards are self-funding with salaries and associated on-costs paid by the Health Administration Corporation.

In accordance with legislation, the Health Administration Corporation paid the Boards' accounts from fees received and transmitted to the Corporation. Future expenditure for disciplinary costs, litigation and, where required, the election of Board members, has been taken into account within the Boards' accumulated funds.

The total administrative expenditure for all the above Boards in 2007/2008 was \$10,089,043. In the previous reporting year of 2006/2007 the total cost was \$8,263,911.

During the reporting period, staff of the Health Professionals Registration Boards, employed under Chapter 1A of the Public Sector Management Act, filled the equivalent of 63 full-time positions (including one Executive Officer position at level 2). For the previous 2 years, staff establishment levels were equivalent to 61 and 57 full-time positions respectively.

Staff of the HPRB operate within, and benefit from, the personnel policies of the Department of Health, including the Department's Code of Conduct and its occupational health practices. The Health Professionals Registration Boards are managed by Mr J Tzannes, Director and Mr R Dwyer, Deputy Director.

20. NSW DEPARTMENT OF HEALTH CODE OF CONDUCT

Employees of the Boards comply with the Department of Health Code of Conduct, which provides direction in relation to standards of conduct and prevention of corruption, maladministration and waste. The Code, which was

reviewed and re-issued in October 2005, is accessible to all HPRB employees via the Department of Health website (www.health.nsw.gov.au).

Staff Training

Staff of the Health Professionals Registration Boards are employed under Chapter 1A of the Public Sector Management Act.

The Board has approximately 60 staff members (the number fluctuates with casual staff being employed over busy periods) and they were able to complete a number of training courses during the period 1 July 2007 and 30 June 2008.

In keeping with the principles relating to professional standards that are set out in the Code of Conduct, the HPRB provided staff with the opportunity to enhance their skills, knowledge and competence through training courses. During the year, a total of 12 employees attended training at 23 different courses. In summary, approximately 20% of HPRB staff received additional training at a cost of approximately \$323.75c per staff member at a course cost of \$168.91 per course *. (note: some courses are provided free of cost, e.g. Fire Warden Training provided by the Building Management – Knight Frank)

* Note: this figure does not include time lost (36 days) when staff are at this training and not at their workstations or salary paid whilst at training.

21. ETHNIC AFFAIRS PRIORITIES STATEMENTS (EAPS)

The primary responsibility of the nine boards administered by the Health Professionals Registration Boards is the protection of the safety of the NSW public by granting registration to appropriately experienced and qualified persons of good standing. In order to integrate the principles of multiculturalism into the activities of the boards, two key strategies and a number of initiatives have been implemented.

The key ethnic affairs strategies are:

- To promote the recognition and registration of overseas trained health professionals as provided for in the legislation; and
- To assist overseas trained applicants with the Board's registration and documentation requirements through the provision of information, interpreters and translation services, as appropriate.

Under the key result areas of social justice and economic and cultural opportunities, the following initiatives are in place to assist people from both culturally and linguistically diverse backgrounds, who make contact with the Board:

1. Promoting recognition and registration of overseas trained health professionals;
2. Assisting with the Board's registration and documentation requirements for overseas trained applicants;
3. Maintaining a range of bilingual health professionals and/or staff employed by the HPRB;
4. Ensuring the use of ethnic media options for community information circulated by the Board;

5. Ensuring that the Board receives advice on matters within its jurisdiction relating to people of culturally diverse backgrounds;
6. Promoting a culturally diverse workforce; and
7. Ensuring that the Board is aware of the Government's ongoing commitment to implementing the principles of multiculturalism.

All of the boards jointly maintain these initiatives, which have continued throughout the reporting period, to assist individuals in gaining access to the full range of services provided by the Board. In keeping with the Board's ongoing commitment to the principles of multiculturalism, the strategies and initiatives will continue to apply in the coming year.

Overseas Training and Recognition of Qualifications.

The Physiotherapists Registration Board recognises graduate qualifications from the physiotherapy schools in Australia.

Holders of an APC (Australian Physiotherapy Council for Overseas Physiotherapists Inc) final certificate are also recognised.

The Board also grants temporary registration subject to conditions to holders of temporary residents visas and those under the exchange program.

Interpreter and Translation Services

Board clients, who made contact either by telephone, mail, electronic media or in person, were able to access professional interpreters and translation services as required. In addition to the external language services available to Board clients, members of staff within HPRB provided assistance with translations and information in the following languages:

Arabic	Malay
Cantonese	Mandarin
Filipino (Tagalog)	Polish
French	Romanian
German	Russian
Greek	Spanish
Hokkien	Turkish
Indonesian	Ukrainian
Italian	

22. NSW GOVERNMENT ACTION PLAN FOR WOMEN

The NSW Government has sought to promote the position and involvement of women in all aspects of society through its Action Plan for Women and the inclusion of the principles of equality of access and rights of participation as part of the core business of all government agencies.

The key objectives of the Action Plan are to eliminate violence against women, to improve the health and quality of life of women and to provide a responsive environment that enables women to participate fully in the economic, social and educational life of society.

Among the initiatives introduced by the Government is the progressive increase in the number of women members on statutory boards and bodies to achieve a level of 50% of board representation. With regard to the nine boards administered by HPRB, nominations for board members are made by the Minister, designated nominating bodies or other mechanisms specified by the relevant legislation. Thus, where vacancies occur or when membership nominations are requested for a new board, the HPRB informs the nominating bodies of the Government policy regarding female representation and advises of the requirement to provide equal representation.

As at 30 June 2008, the Physiotherapists Registration Board currently has 11 members with 8 female members.

In relation to access to the profession for women, the Board and HPRB cannot influence the participation levels of women. However, the Board's registration records provide an indication of the number of female registrants at the end of the financial year. At the time of reporting, the Register records a total of 4884 female registrants, being 74% of the total registrants, as compared to 4895 female registrants also representing 74% for the previous year. It should be noted that these figures vary during the course of the year as the status of registrants alters within the renewal periods.

23. WASTE REDUCTION AND PURCHASING POLICY

The NSW Government's Waste Reduction and Purchasing Policy (WRAPP) requires all government agencies to implement plans to reduce waste and increase the purchase of recycled content materials. Agencies are also required to report on the progress and achievements in regard to WRAPP plans in their Annual Reports.

Throughout the reporting period, the Health Professionals Registration Boards (HPRB) continued to work towards improvements in reducing waste, recycling of paper products, consumables and office equipment and the extent of purchases of consumables containing recycled content. The strategies that were put in place in previous years were maintained and environmentally sound solutions were applied to changing circumstances.

With regard to office equipment, HPRB ensured that, where possible, its equipment was retained and re-used with appropriate modifications. An example of the effective re-use of out-dated equipment has been the reallocation of several computers to other functional uses that require lesser standards of functionality, such as use as 'dumb terminals' for specific single applications. In other circumstances where equipment was not suited to the use of copy paper with a higher proportions of recycled content, the HPRB has been able to maintain usage of white copy paper with a 50% recycled content.

During the reporting period of 2007 - 2008, HPRB:

- Purchased all A4 copy paper with 50% recycled content;
- Recycled approximately 90-95% of total paper waste;
- Recycled 100% of paper/cardboard packaging. Separated and directed packaging material to the building's centralised disposal systems for recycling
- Sent 95% of toner cartridges for recycling.

- Provided an increased number of recycled paper “wheelie” bins throughout the office.

The following waste avoidance strategies remained in place throughout the year:

- Scrap recycled paper is diverted for use as message pads and for note taking;
- Use of email to communicate within HPRB and with Board members and other personnel;
- Allocation of paper recycling containers at all workstations to divert paper from waste bins and landfill;
- Referral of clients to Board websites as the preferable alternative to supplying hard copy information packages; and
- Use of double sided printing where possible.
- Where office equipment must be replaced. During the year, HPRB reused components and parts in-house to maintain or extend the life span of current equipment so that no computers (CPUs) or monitors were sent for recycling.

Over the past year, the HPRB has maintained its focus on the critical assessment of waste management issues associated with the Boards’ operational responsibilities and monitoring of its facilities, product and usage patterns, to enable strategic updates to the Boards’ WRAPP plan.

24. NATIONAL REGISTRATION SYSTEM FOR HEALTH PROFESSIONALS

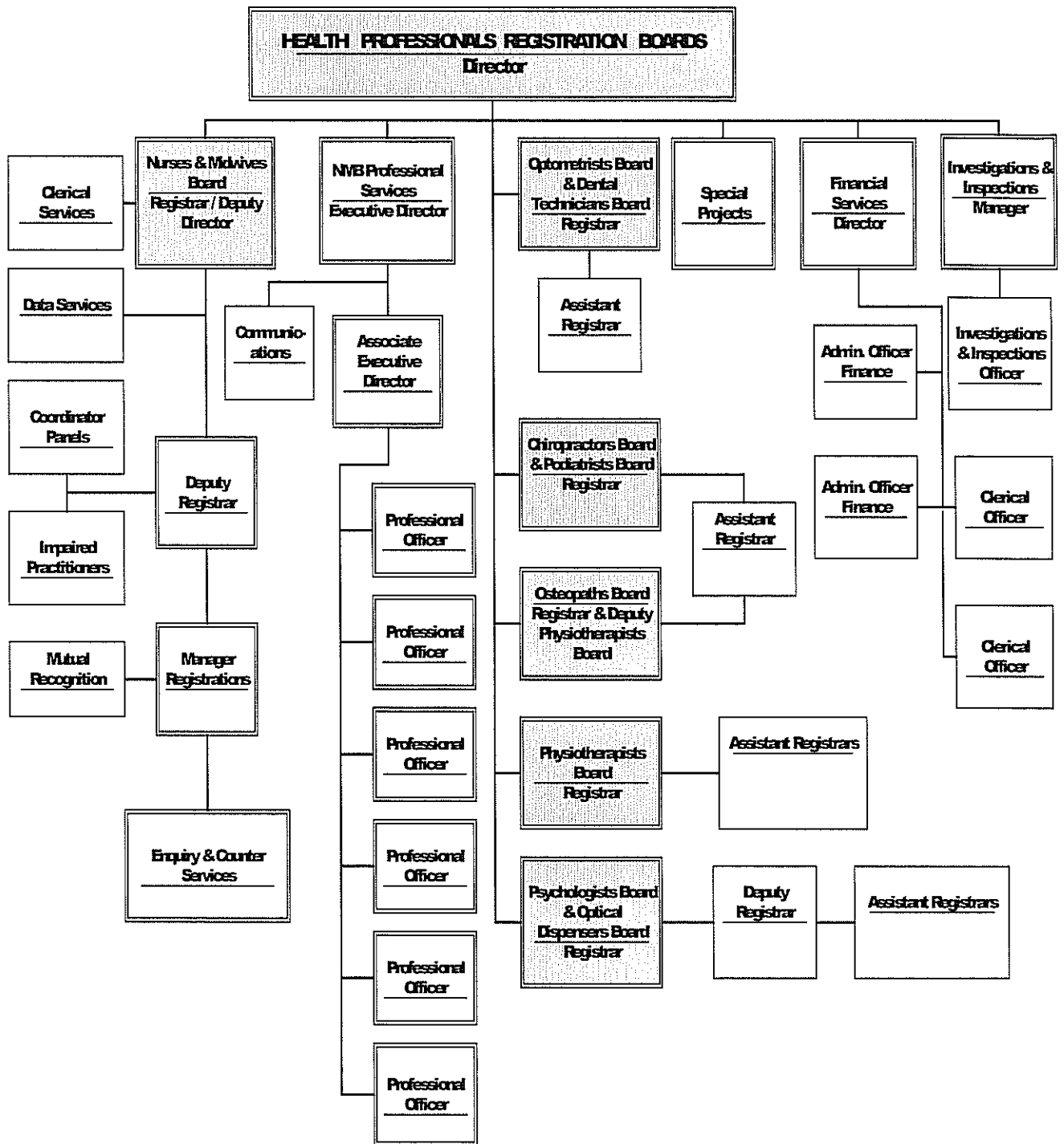
In April 2007 the Council of Australian Governments (COAG) announced that as part of its National Reform Agenda for Health it had agreed on a new national registration system for the registration of health professionals and the accreditation of their training and education programs. Implementation is scheduled for 2010.

The new scheme will initially cover the following health professions: medical practitioners, nurses and midwives, pharmacists, physiotherapists, psychologists, osteopaths, chiropractors, podiatrists, optometrists and dentists and dental prosthetists.

25. FREEDOM OF INFORMATION ACT, 1989

Reports pursuant to the Act were prepared to meet the requirements of the Freedom of Information Act. During the reporting year the Board did not receive any requests.

26. HEALTH PROFESSIONALS REGISTRATION BOARDS ORGANISATIONAL CHART



PHYSIOTHERAPISTS REGISTRATION BOARD

27. FINANCE & BUDGET

1. FORMAT

The accounts of the Board's Administrative operations as well as Education & Research activities are contained in the independent audit report as set out in the annual report.

2. PERFORMANCE

The accounts in respect of the Board's administrative operating expenditure for the year show expenditure of \$582,689 This compares to the budgeted operating expenditure of \$587,282 (after adjusting for the Education and Research allocation) as contained in last year's annual report.

3. BUDGET

The Budget in respect of the administrative operation for the period 1 July 2008 to 30 June 2009 is as follows:-

	\$
INCOME	
Fees	682,020
Interest	48,931
Total	<u>730,951</u>
EXPENDITURE	
Salaries & Associated Staff Costs	419,791
Building Expenses	36,111
Subsistence & Transport	27,800
Members Fees	46,931
Fees for Service	60,988
Post & Communications	26,539
Printing & Stationery	17,715
Plant & Equipment	217
Education & Research	
Miscellaneous	26,998
Depreciation	11,674
Total	<u>674,764</u>
Operations Surplus	<u>56,188</u>

4. EXPENSES

The 2008/2009 year's budget includes salary oncost charges which reflect provision for superannuation. The deficit will be comfortably covered by the accumulated funds.

5. PAYMENTS PERFORMANCE

The payments in respect of the Boards' administration expenditure is included in the accounts of the Health Administration Corporation. A selected sample for each quarter of the year provided the following information: -

Quarter	Accounts paid on time		Less Than 30 days overdue (%)	Between 30 to 60 days overdue (%)	More than 90 days overdue (%)
	Target %	Actual %			
September	100.00	91.40	8.60	0.00	0.00
December	100.00	96.68	3.32	0.00	0.00
March	100.00	96.22	3.78	0.00	0.00
June	100.00	86.61	12.45	0.94	0.00

No interest was paid on late payments.

In regard to the payments made out of the Education and Research Account administered by the Board, the total expenditure performance based on selected samples is as follows: -

Accounts paid on time within each quarter

Quarter	Total Accounts Paid on time	
	Target %	Actual %
September	100	-
December	100	-
March	100	66.34
June	100	100.00

No interest was paid on late payments.

6. INVESTMENT PERFORMANCE

The Board through a Special Interest Arrangement with the Commonwealth Bank of Australia earned an average of 6.31%p.a. on its daily bank balances. In addition an average rate of interest of 6.98%p.a. was earned on investments held in Negotiable Certificates of Deposit.

7. INSURANCE AND RISK MANAGEMENT

Insurance activities were undertaken by the Department of Health Insurance cover, as follows:

- < Industrial Special Risks Policy to cover all buildings, plant and contents;
- < Comprehensive Motor Vehicle Insurance Policy;
- < Public/Liability Insurance Policy;
- < Personal Accident Policy.

Risk Management were as follows:-

- < Regular preventive maintenance programs on all plant and equipment;
- < Security alarm system for premises occupied by the Board;
- < Security entry system for access to the Board's building during office hours;
- < Disaster Recovery Plan for the computer system;
- < Off site back-up of computer data.

8. ANNUAL REPORT COSTS

This year the Board has planned to publish 120 copies of the Annual Report at an approximate cost of \$2.15 per copy (includes GST).



GPO BOX 12
Sydney NSW 2001

INDEPENDENT AUDITOR'S REPORT

Physiotherapists Registration Board

To Members of the New South Wales Parliament

I have audited the accompanying financial report of Physiotherapists Registration Board (the Board), which comprises the balance sheet as at 30 June 2008, the income statement, statement of recognised income and expense and cash flow statement for the year then ended, a summary of significant accounting policies and other explanatory notes.

Auditor's Opinion

In my opinion, the financial report:

- presents fairly, in all material respects, the financial position of the Board as at 30 June 2008, and its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations)
- is in accordance with section 41B of the *Public Finance and Audit Act 1983* (the PF&A Act) and the Public Finance and Audit Regulation 2005.

My opinion should be read in conjunction with the rest of this report.

The Board's Responsibility for the Financial Report

The members of the Board are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the PF&A Act. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on my audit. I conducted my audit in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the Board's preparation and fair presentation of the financial report 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 Board's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the members of the Board, as well as evaluating the overall presentation of the financial report.

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

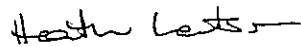
My opinion does *not* provide assurance:

- about the future viability of the Board,
- that it has carried out its activities effectively, efficiently and economically, or
- about the effectiveness of its internal controls.

Independence

In conducting this audit, the Audit Office of New South Wales has complied with the independence requirements of the Australian Auditing Standards and other relevant ethical requirements. The PF&A Act further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General, and
- mandating the Auditor-General as auditor of public sector agencies but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their role by the possibility of losing clients or income.



Heather Watson
Director, Financial Audit Services

24 October 2008
SYDNEY

PHYSIOTHERAPISTS REGISTRATION BOARD

YEAR ENDED 30 JUNE 2008

STATEMENT BY MEMBERS OF THE BOARD

Pursuant to section 41C(1B) Public Finance and Audit Act 1983, and in accordance with the resolution of the members of the Physiotherapists Registration Board, we declare on behalf of the Board that in our opinion:-

- 1 The accompanying financial report exhibits a true and fair view of the financial position of the Physiotherapists Registration Board as at 30 June 2008 and financial performance for the year then ended.
- 2 The financial report has been prepared in accordance with the provisions of Australian Accounting Standards, Accounting Interpretations, the Public Finance and Audit Act, 1983, the Public Finance and Audit Regulation, 2005, and the Treasurer's Directions.

Further, we are not aware of any circumstances which would render any particulars included in the financial report to be misleading or inaccurate.





PHYSIOTHERAPISTS REGISTRATION BOARD

INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2008

	Notes	2008 \$	2007 \$
Revenue			
Registration Fees		682,020	515,611
Interest	3	61,282	48,018
Total Revenue		<u>743,302</u>	<u>563,629</u>
Expenses			
Personnel Services Expenses	7(b)	334,114	310,334
Operating Expenses	12	248,575	234,700
Education & Research Expenses	13	14,133	22,141
Total Expenses		<u>596,822</u>	<u>567,175</u>
Surplus/(Deficit) for the year		<u>146,480</u>	<u>(3,546)</u>

The income statement should be read in conjunction with the accompanying notes.

PHYSIOTHERAPISTS REGISTRATION BOARD

BALANCE SHEET AS AT 30 JUNE 2008

	Notes	2008 \$	2007 \$
Current Assets			
Cash and Cash Equivalents	4	881,928	722,682
Receivables	5	5,325	4,160
Total Current Assets		887,253	726,842
Non Current Assets			
Motor Vehicles	6	3,011	-
Furniture and Fittings	6	25,363	35,886
other Plant and Equipment	6	3,943	5,023
Total Non Current Assets		32,317	40,909
Total Assets		919,570	767,751
Current Liabilities			
Payables	8	38,206	37,265
Fees in Advance		314,708	312,533
Provision for Personnel Services	7(a)	31,617	29,394
Total Current Liabilities		384,531	379,192
Total Liabilities		384,531	379,192
Net Assets		535,039	388,559
Equity			
Accumulated Funds	9(a) and (b)	535,039	388,559

The Balance Sheet should be read in conjunction with the accompanying notes.

PHYSIOTHERAPISTS REGISTRATION BOARD

STATEMENT OF RECOGNISED INCOME AND EXPENSE FOR THE YEAR ENDED 30 JUNE 2008

	Notes	2008 \$	2007 \$
Total Income and Expense Recognised Directly in Equity		-	-
Surplus/(Deficit) for the year		146,480	(3,546)
		<hr/>	<hr/>
Total Income and Expense Recognised for the Year	9(a) and (b)	146,480	(3,546)
		<hr/>	<hr/>

The statement of recognised income and expense should be read in conjunction with the accompanying notes.

PHYSIOTHERAPISTS REGISTRATION BOARD

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2008

	Notes	2008 \$	2007 \$
Cash flows from operating activities			
Receipts			
Fees		684,376	669,749
Interest received		59,559	46,969
Payments			
Operating Expenses		(581,610)	(549,112)
Net cash provided by operating activities	10	162,325	167,606
Cash flows from investing activities			
Payments for plant and equipment		(3079)	(4,827)
Proceeds from sales of plant and equipment			497
Net Cash (used in) investing activities		(3079)	(4,330)
Net increase/(decrease) in cash and cash equivalents		159,246	163,276
Cash and cash equivalents at the beginning of the financial year		722,682	559,406
Cash and cash equivalents at the end of the financial year	4	881,928	722,682

The cash flow statement should be read in conjunction with the accompanying notes.

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

1. ACCOUNTING POLICIES

a. Reporting Entity

The Physiotherapists Registration Board as a reporting entity, performs the duties and functions contained in the Physiotherapists Registration Act 1945. The Board's financial affairs are administered by the Health Administration Corporation. These financial statements have been authorised for issue by the Board on 21 October 2008.

b. Basis of Preparation

The financial report is a general purpose financial report which has been prepared in accordance with applicable Australian Accounting Standards and Interpretations (which include Australian equivalents to International Financial Reporting Standards (AIFRS)), and the requirements of the Public Finance and Audit Act and Regulation and the Treasurer's Directions. The financial report has been prepared on the basis of historical cost.

Judgements, key assumptions and estimations management has made are disclosed in the relevant notes to the financial statements.

All amounts are rounded to the nearest dollar and are expressed in Australian currency.

c. Capitalisation Thresholds

Non-current assets purchased by the Health Professionals Registration Boards costing over \$5000 are capitalised.

d. Revenue Recognition

Revenue is measured at the fair value of the consideration or contribution received or receivable.

Registration Fees are progressively recognised as revenue by the Board as the annual registration period elapses.

Interest revenue is recognised as it is accrued, taking into account the effective yield on the financial asset.

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

e. Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where that amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables.

Cash flows are included in the cash flow statement on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows.

f. Insurance

The Board's insurance activities are conducted through the NSW Treasury Managed Fund Scheme of self insurance for Government agencies. The expense (premium) is determined by the Fund Manager based on past experience.

g. Acquisitions of Assets

All acquisitions of assets controlled by the Board are initially recorded at cost. Cost is the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire the asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognised in accordance with the specific requirements of other Australian Accounting Standards.

Assets acquired at no cost, or for nominal consideration, are initially recognised as assets and revenues at their fair value at the date of acquisition.

Fair value means the amount for which an asset could be exchanged between knowledgeable, willing parties in an arms length transaction.

Where payment for an item is deferred beyond normal credit terms, its costs is the cash price equivalent, ie. the deferred payment amount is effectively discounted at an asset-specific rate.

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

h. Impairment of Property, Plant and Equipment

As a not for profit entity with no cash generating units, the Board is effectively exempted from AASB 136 Impairment of Assets and impairment testing. This is because AASB 136 modifies the recoverable amount test to the higher of fair value less costs to sell and depreciated replacement cost. This means that, for an asset already measured at fair value, impairment can only arise if selling costs are material. Selling costs are regarded as immaterial.

i. Maintenance

The costs of day-to-day servicing costs or maintenance are charged as expenses as incurred, except where they relate to the replacement of a component of an asset in which case the costs are capitalised and depreciated.

j. Receivables

Loans and receivables are recognised initially at fair value, usually based on the transaction cost or face value. Subsequent measurement is at amortised cost using the effective interest method, less an allowance for any impairment of receivables. Short-term receivables with no stated interest rate are measured at the original invoice amount where the effect of discounting is immaterial. An allowance for impairment of receivables is established when there is objective evidence that the Board will not be able to collect all amounts due. The amount of the allowance is the difference between the assets carrying amount and the present value of the estimated future cash flows, discounted at the effective interest rate. Bad debts are written off as incurred.

k. Payables

These amounts represent liabilities for goods and services provided to the Board and other amounts, including interest. Payables are recognised initially at fair value, usually based on the transaction cost or face value. Subsequent measurement is at amortised cost using the effective interest method. Short-term payables with no stated interest rates are measured at the original invoice amount where the effect of discounting is immaterial.

l. Depreciation

Depreciation is provided for on a straight line basis for all depreciable assets so as to write off the depreciable amounts of each asset as it is consumed over its useful life to the Board.

Depreciation rates used are as follows:

Equipment 25%

Furniture and Fittings 16%

Motor Vehicles range between 26% and 29%

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

m. Provision for Personnel Services

Cost charged to the Board represents a portion of the total cost charged by the Health Administration Corporation.

n. Accounting standards issued but not yet operative

At the reporting date, a number of Accounting Standards adopted by the AASB had been issued but are not yet operative and have not been early adopted by the Board. The following is a list of these standards:

- AASB8 and AASB 2007-3 operating segments; (operates on or after 1 January 2009)
- AASB101 (Sept 2007) and AASB 2007-8 presentation of financial statements; (operates on or after 1 January 2009)
- AASB 123 (June 2007) and AASB 2007-6 borrowing costs; (operates on or after 1 January 2009)
- AASB 1004 (Dec 2007) contributions; (operates on or after 1 July 2008)
- AASB 1049 (Oct 2007) the whole of government and general government sector financial reporting; (operates on or after 1 July 2008)
- AASB 1050 (Dec 2007) administered items; (operates on or after 1 July 2008)
- AASB 1051 (Dec 2007) land under roads; (operates on or after 1 July 2008)
- AASB 2007-9 amendments arising from the review of AASs 27, 29 and 31; (operates on or after 1 July 2008)
- AASB 2008-1 share based payments; (operates on or after 1 January 2009)
- AASB 2008-2 puttable financial instruments; (operates on or after 15 January 2009)
- Interpretation 13 on customer loyalty programmes; (operates on or after 1 July 2008)
- Interpretation 1038 (Dec 2007) contribution by owners. (operates on or after 1 July 2008)

The initial application of these standards will have no impact on the financial results of the Board.

2. FUNDS FOR EDUCATION AND RESEARCH PURPOSES

The Physiotherapists Registration Board is responsible for the administration of the Education and Research Account.

The Minister for Health may determine that a set amount out of the fees received from Physiotherapists be transferred to the Education and Research Account. In 2007/2008 an amount of \$ nil was transferred (\$ nil in 2006/2007).

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

3. INTEREST

	2008	2007
	\$	\$
Interest Revenue	61,282	48,018

The interest received from the Commonwealth Bank of Australia, was paid under a Special Interest Arrangement with the Bank which applied to all daily balance of bank accounts administered on behalf of all health professional boards by the Health Administration Corporation. In addition to daily balances receiving interest at a rate revised each week, the Bank also waived normal bank fees payable such as transaction fees, dishonoured cheques fees and charges applicable to overseas drafts.

The average interest rate earned for the year was:

Special interest arrangement 6.31%p.a. (5.6 % in 2006/2007)

4. CASH AND CASH EQUIVALENTS

	2008	2007
	\$	\$
Cash at Bank	681,928	522,682
Negotiable Certificates of Deposit	200,000	200,000
Total	881,928	722,682

5. RECEIVABLES

	2008	2007
	\$	\$
Interest receivable	5,325	3,602
GST receivable	-	374
Sitting Fees	-	65
Workers Compensation	-	119
Total	5,325	4,160

No receivables are considered impaired.

6. MOTOR VEHICLES, FURNITURE AND FITTINGS, PLANT AND EQUIPMENT

The Board has an interest in plant and equipment used by all Health Professionals Registration Boards. Plant and equipment is not owned individually by the Board. The amount recognised in the financial report has been calculated based on the benefits expected to be derived by the Board.

PHYSIOTHERAPISTS REGISTRATION BOARD
NOTES TO AND FORMING PART OF THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

7. PERSONNEL SERVICES

(a) Relates to annual leave provision.

(b) Personnel services are acquired from the Health Administration Corporation and the cost comprises of:-

	2008	2007
	\$	\$
Salaries	248,876	243,014
Superannuation	47,758	29,701
Leave	17,870	17,863
Payroll tax	18,737	18,651
Workers Compensation Insurance	873	1,105
Total personnel services expense	<u>334,114</u>	<u>310,334</u>

8. PAYABLES

	2008	2007
	\$	\$
Scholarships	-	-
Salaries and Oncosts	25,202	22,561
Trade Payables	13,004	14,704
Total	<u>38,206</u>	<u>37,265</u>

9(a) ACCUMULATED FUNDS (ADMINISTRATION)

	2008	2007
	\$	\$
Total accumulated funds at the beginning of the year	195,726	188,326
Surplus for the year	148,261	7,400
Total accumulated funds at the end of the year	<u>343,987</u>	<u>195,726</u>

9(b) ACCUMULATED FUNDS (EDUCATION & RESEARCH)

	2008	2007
	\$	\$
Total accumulated funds at the beginning of the year	192,833	203,779
(Deficit) for the year	(1,781)	(10,946)
Total accumulated funds at the end of the year	<u>191,052</u>	<u>192,833</u>

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

10. NOTES TO THE CASH FLOW STATEMENT

10.1 Reconciliation of surplus/(deficit) for the year to cash flows from operating activities.

	2008 \$	2007 \$
Surplus/(Deficit) for the year	146,480	(3,546)
Profit/(loss) on disposal of assets	-	(498)
Depreciation	11,674	11,681
(Increase)/Decrease in receivables	(1,165)	(1,607)
(Decrease)/increase in Provision for Personnel Services	2,223	5,068
(Decrease)/Increase in payables	940	1,812
Increase/(decrease) in fees in advance	2,173	154,696
Net cash provided by/(used in) operating activities	<u>162,325</u>	<u>167,606</u>

10.2 For the purposes of the cash flow statement, cash and cash equivalents include cash in the Bank and investments in Negotiable Certificates of Deposit with the Commonwealth Bank.

11. EXPENDITURE MANAGED THROUGH THE HEALTH ADMINISTRATION CORPORATION

The Board's accounts are managed by the Health Administration Corporation. The Health Administration Corporation has determined the allocation of costs to the Board and the basis of allocation. The costs may not include all costs associated with running the Board.

Salaries and associated oncosts are paid by the Health Administration Corporation. As from 17th March 2006 the staff were transferred to the Government Service and are listed in Chapter 1A of the Public Sector Employment and Management Act 2002. The Health Administration Corporation continues to pay for the staff and associated oncosts.

Details of transactions accounted for through the Health Administration Corporation are as detailed in note 12.

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

12. EXPENDITURE ACCOUNTED FOR THROUGH THE HEALTH ADMINISTRATION CORPORATION

	Notes	2008 \$	2007 \$
Operating Expenses			
(a) Personnel Services			
Salaries & Associated Staff Costs	7(b)	334,114	310,334
(b) General Expenses			
Building Expenses		45,290	45,541
Subsistence & Transport		27,192	25,322
Members Fees		45,786	28,557
Fees for Service		54,010	69,114
Post & Communications		25,892	20,931
Printing & Stationery		17,283	11,127
Plant & Equipment		1,293	300
Miscellaneous		26,339	30,108
Audit Fees (allocation)		5,490	3,700
Total General Expenses		248,575	234,700
Total Operating Expenses		582,689	545,034

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

13. EDUCATION AND RESEARCH EXPENSES

Expenses	2008 \$	2007 \$
Scholarships	11,355	3,738
Publications	-	1,395
General	2,778	193
Analysis	-	3,500
Research	-	13,315
Total	14,133	22,141

14. EDUCATION AND RESEARCH ACCOUNT

Activity on the Education and Research Account during 2007-08 is detailed below:

	2008 \$	2007 \$
Opening Bank Balance	191,517	202,845
Revenue		
Revenue	12,258	11,186
Total Revenue	12,258	11,186
Expenses	13,760	22,514
Closing Bank Balance	190,015	191,517

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

15. FINANCIAL INSTRUMENTS

The Board's main risks arising from financial instruments are outlined below, together with the Board's objectives, policies and processes for measuring and managing risk. Further quantitative and qualitative disclosures are included throughout this financial report.

The Board has overall responsibility for the establishment and oversight of risk management and reviews and agrees policies for managing each of these risks.

(a) Financial instrument categories

Financial Assets	Note	Category	Carrying Amount	Carrying Amount
Class:			2008	2007
			\$	\$
Cash and Cash Equivalents	4	N/A	881,928	722,682
Receivables ¹	5	Loans and receivables (at amortised cost)	5,325	3,786
Financial Liabilities	Note	Category	Carrying Amount	Carrying Amount
Class:			2008	2007
			\$	\$
Payables ²	8	Financial liabilities measured at amortised cost	38,206	37,265

Notes:

1.Excludes statutory receivables and prepayments (ie. not within scope of AASB 7)

2.Excludes statutory payables and unearned revenue (ie. not within scope of AASB 7)

(b) Credit Risk

Credit Risk arises when there is the possibility of the Board's debtors defaulting on their contractual obligations, resulting in a financial loss to the Board. The maximum exposure to credit risk is generally represented by the carrying amount of the financial assets (net of any allowance for impairment).

Credit risk arises from the financial assets of the Board, including cash, receivables, and authority deposits. No collateral is held by the Board. The Board has not granted any financial guarantees.

Authority Deposits

The Board has placed funds on deposit with the Commonwealth Bank. These deposits are fixed term deposits, the interest rate payable by Commonwealth Bank is negotiated initially and is fixed for the term of the deposit. The deposits at balance date were earning an interest rate of 7.49%, while over the year the weighted average interest rate was 6.98%. None of these assets are past due or impaired.

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

(c) **Liquidity risk**

The liabilities are recognised for amounts due to be paid in the future for goods or services received, whether or not invoiced. Amounts owing to suppliers (which are unsecured) are settled in accordance with the policy set out in Treasurer's Direction 219.01. If trade terms are not specified, payment is made no later than the end of the month following the month in which an invoice or a statement is received. Treasurer's Direction 219.01 allows the Minister to award interest for late payment.

All payables are current and will not attract interest payments.

16. CONSULTANCY CHARGES

The Health Administration Corporation arranges for consultancy services on behalf of the boards it administers. During 2007/2008 no consultancy costs were incurred (\$nil out of Administration Funds in 2006/2007).

17. SUBSEQUENT EVENTS

None to report.

18. CONTINGENT LIABILITIES

None to report.

19. COMMITMENTS

	2008 \$	2007 \$
Rental Charges		
Less than 1 year	40,326	36,131
Between 1 and 5 years	102,492	90,834
Later than 5 years	-	-
Total	<u>142,818</u>	<u>126,965</u>

The total commitments for 2007-08 include GST input tax credits of \$12,983 (\$11,542 in 2006-07).

PHYSIOTHERAPISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

20. BANK ACCOUNTS

The Board operates two bank accounts:

	2008 \$	2007 \$
Operating Account*	491,913	331,165
Education and Research Account	190,015	191,517
	<u>681,928</u>	<u>522,682</u>

* managed by the Health Administration Corporation on the Board's behalf

During the year \$ nil (\$nil in 2006-07) was transferred from the operating account to the Education and Research Account (Refer Note 14).

21. ANNOUNCEMENT REGARDING THE FUTURE OF THE BOARD

The Council of Australian Governments signed the Inter-governmental Agreement for a National Registration and Accreditation Scheme for nine Health Professions registered currently in all jurisdictions commencing in July 2010.

The accounts of the Physiotherapists Registration Board as at 30 June 2008 have been prepared on a going concern basis. The new national scheme is not scheduled to commence before July 2010, and the Board will continue in its current role for more than 12 months beyond the date of signing the accounts.

End of Audited Financial Report

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