

PODIATRISTS REGISTRATION BOARD

ANNUAL REPORT

FOR YEAR ENDED 31 DECEMBER 2003

PODLATRISTS REGISTRATION BOARD

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2003

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OFFICE OF THE BOARD

ADDRESS: 2nd Floor
15 Rheola Street
West Perth WA 6005

POSTAL ADDRESS: PO Box 263
West Perth WA 6872

TELEPHONE: (08) 9481 0977

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BOARD MEMBERS: Mrs Jennifer Bryant (*Chairman*)
Mr Max Prager
Dr Ian Churchward
Mr Nic Marino
Ms Janine Robertson
Ms Anne Marie Carr

REGISTRAR: Mr Wayne Clark (CA)

ASSISTANT TO REGISTRAR: Mrs Belinda Scott

PODIATRISTS REGISTRATION BOARD

BOARD'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2003

1. BOARD

Members of the Board

The members of the Board during the year and to the date of this report are:

Mrs J Bryant (Chairman)
Mr M Prager
Dr I Churchward
Mr N Marino
Mrs V Bower (appointed 20 January 2004)
Ms A M Carr
Mrs J Robertson (term expired 31 December 2003)

The terms of office of all members of the Board expired during the year. The Minister for Health re-appointed Dr I Churchward and Mr N Marino for the period to 1 July 2006. Mr M Prager, Ms A M Carr and Ms J Bryant were re-appointed in January 2004 for the period to 31 December 2006. Ms Virginia Bower was also appointed to the Board for the period to 31 December 2006.

Board Meetings and Attendances

The number of meetings of the Board held during the year and the number of meetings attended by each Board member during their respective terms of office were:

Number of Meetings held		5
	<i>Number of Meetings held whilst a Board Member</i>	<i>Number of Meetings Attended</i>
Mrs J Bryant	5	5
Mr M Prager	5	5
Dr P Tinley	5	5
Dr I Churchward	5	5
Mr N Marino	5	5
Ms J Robertson	5	5
Ms A M Carr	5	5

PODIATRISTS REGISTRATION BOARD

BOARD'S REPORT

FOR THE YEAR ENDED 31 DECEMBER 2003

2. REGISTER

Registration of Podiatrists

(a) General Registration

Total on Register at 1 January 2003		251
Applications and restorations approved		28
		<hr/>
		279
Deletions: Voluntary Withdrawal	13	
Non-payment of Licence Fees	2	
Deceased	-	15
	<hr/>	<hr/>
Total on Register at 31 December 2003		264

(b) Temporary Registration

Total on Register at 1 January 2003		-
Applications approved		-
Expiry of temporary period		-
		<hr/>
Balance on Register at 31 December 2003		-
		<hr/>
Net increase for the year		13

3. SUMMARY OF THE BOARD'S ACTIVITIES FOR THE YEAR

Following is a summary of the major activities of the Board during the year.

1. *Complaints*

During the year the Board received and attended to four complaints. These complaints can be categorised as follows:

Advertising	1
Treatment	3

PODIATRISTS REGISTRATION BOARD
BOARD'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2003

2. *Inquiry*

The Board conducted one Inquiry during the year:

Allegation: Improper conduct by reason of:

- Allowing an unregistered person to carry out Podiatry.
- Failing to carry out an adequate biomechanical evaluation.
- Failing to ensure an orthosis was properly cast.
- Failing to keep proper written records and/or clinical notes.

Decision:

The practitioner pleaded guilty to failing to keep proper written records and/or clinical notes. The Board withdrew all other allegations.

The practitioner was:

- i) censured;
- ii) ordered to pay 25% of the costs of the Inquiry.

4. 2003 LICENCE FEES

The licence fees for the year commencing 1 January 2003 were maintained at the previous year's amount of \$200. The Board is self-funding and is not in receipt of funds from the State's consolidated revenue.

5. GENERAL

Board Prize

The Podiatrists Registration Board Prize was awarded to Ms Michelle Hay as the student with the highest aggregate marks in clinical podiatry during the three year course at the Curtin University of Technology.

W M CLARK
Registrar

J A BRYANT
Chairman

Dated this

day of

2004

INDEPENDENT AUDIT REPORT

PODIATRISTS REGISTRATION BOARD

STATEMENT OF FINANCIAL PERFORMANCE

FOR THE YEAR ENDED 31 DECEMBER 2003

	2003	2002
	\$	\$
REVENUE		
<i>Ordinary Activities</i>		
Registration and licence fees	54,850	50,680
Interest	4,866	4,864
Other Income	1,774	5,500
	61,490	61,044
EXPENSES		
Secretarial and administration fees	40,430	33,809
Legal costs	8,305	5,576
Conference expenses	8,476	-
Printing, postage and stationery	2,394	3,326
Other expenses from ordinary activities	4,466	6,174
	64,071	48,885
(Deficit)/Surplus from ordinary activities before income tax expense	(2,581)	12,159
Income tax expense	-	-
NET (DEFICIT)/SURPLUS ATTRIBUTABLE TO THE BOARD	(2,581)	12,159

The accompanying notes form part of this financial statement.

PODIATRISTS REGISTRATION BOARD

STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2003

	<i>Note</i>	2003 \$	2002 \$
CURRENT ASSETS			
Cash assets		123,395	120,753
Receivables	3	1,774	1,809
TOTAL CURRENT ASSETS		<u>125,169</u>	<u>122,562</u>
TOTAL ASSETS		<u>125,169</u>	<u>122,562</u>
CURRENT LIABILITIES			
Payables	4	35,266	30,078
TOTAL CURRENT LIABILITIES		<u>35,266</u>	<u>30,078</u>
TOTAL LIABILITIES		<u>35,266</u>	<u>30,078</u>
NET ASSETS		<u>89,903</u>	<u>92,484</u>
EQUITY			
Accumulated surplus	2	89,903	92,484
TOTAL EQUITY		<u>89,903</u>	<u>92,484</u>

The accompanying notes form part of this financial statement.

PODIATRISTS REGISTRATION BOARD

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2003

	<i>Notes</i>	2003 \$	2002 \$
Cash flows from operating activities			
Receipts from registrants		63,435	62,000
Interest received		4,743	4,692
Payments to suppliers		(71,746)	(51,136)
Goods and services tax recovered		6,210	3,965
Net cash provided by operating activities	5	2,642	19,521
Net increase in cash held		2,642	19,521
Cash at beginning of the financial year		120,753	101,232
Cash at the end of the financial year		123,395	120,753

The accompanying notes form part of this financial statement.

PODIATRISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2003

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Urgent Issues Group Consensus views and other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Podiatrists Registration Act 1984.

The financial report covers the Podiatrists Registration Board as an individual entity. The Board is incorporated in Western Australia under the Podiatrists Registration Act 1984.

The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the Board in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

a) Income and Expense Recognition

Licence fees are brought to account as income on a time expiry basis under the accruals method of accounting.

Inquiry costs recoverable are brought to account as income in the financial year in which the Board issues a notice to a registered Podiatrist under which any Inquiry costs are recoverable.

Expenses are brought to account under the accruals method of accounting in the year incurred.

b) Taxation

The income of the Board is exempt from income tax pursuant to Section 24AQ of the Income Tax Assessment Act 1997.

c) Goods and Services Tax

Revenue and expenditure is stated net of the amount of the goods and services tax (GST).

PODIATRISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2003

	2003	2002
	\$	\$
2. ACCUMULATED SURPLUS		
Accumulated surplus at the beginning of the financial year	92,484	80,325
Net (deficit)/surplus attributable to the year	(2,581)	12,159
	<hr/>	<hr/>
Accumulated surplus at the end of the financial year	89,903	92,484
	<hr/> <hr/>	<hr/> <hr/>
3. RECEIVABLES		
Good and services tax recoverable	1,276	1,434
Accrued interest	498	375
	<hr/>	<hr/>
	1,774	1,809
	<hr/> <hr/>	<hr/> <hr/>
4. PAYABLES		
Creditors and accruals	7,266	8,888
Fees received in advance	28,000	21,190
	<hr/>	<hr/>
	35,266	30,078
	<hr/> <hr/>	<hr/> <hr/>
5. RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO THE NET SURPLUS ATTRIBUTABLE TO THE BOARD		
Net (deficit)/surplus after income tax	(2,581)	12,159
Changes in assets and liabilities:		
Decrease/(increase) in receivables	35	(722)
Increase in payables	5,188	8,084
	<hr/>	<hr/>
Net cash provided by operating activities	2,642	19,521
	<hr/> <hr/>	<hr/> <hr/>
6. AUDITORS' REMUNERATION		
Audit of the financial report	800	750
Other services	-	-

PODIATRISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2003

7. RELATED PARTY INFORMATION

- (a) The names of the persons who were members of the Podiatrists Registration Board at any time during the financial year are:

Mrs J Bryant (Chairman)
Mr M Prager
Dr Paul Tinley
Dr I Churchward
Mr N Marino
Ms J Robertson
Ms A M Carr

	2003	2002
	\$	\$
(b) <i>Remuneration</i>		
Aggregate income received, or due and receivable by the members of the Board from the Board	2,658	1,101

8. SEGMENT REPORTING

The Board operates as a statutory registration body within Western Australia.

9. FINANCIAL INSTRUMENTS

(a) *Interest Rate Risk*

The Board's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on those financial assets and financial liabilities, is as follows:

	<i>Weighted Average Effective Interest Rate</i>		<i>Floating Interest Rate</i>		<i>Fixed Interest Rate Maturing Within 1 Year</i>	
	2003	2002	2003	2002	2003	2002
	%	%	\$	\$	\$	\$
<i>Financial Assets</i>						
Cash	1.30	1.25	33,395	20,753	-	-
Short Term Deposits	5.08	4.65	-	-	90,000	100,000
<i>Total Financial Assets</i>			33,395	20,753	90,000	100,000

Financial Liabilities

-	-	-	-
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PODIATRISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2003

9. FINANCIAL INSTRUMENTS (cont'd)

(b) *Credit Risk*

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount, net of any provisions for doubtful debts, as disclosed in the statement of financial position and notes to the financial statements.

The Board does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the Board.

(c) *Net Fair Values*

The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes to the financial statements.

10. EMPLOYEES

Number *Number*

Number of employees at balance date

- -

11. SECTION 175ZE - ELECTORAL ACT 1907

The Board incurred no expenditure during the year (2002: Nil) in relation to advertising agencies, market research organisations, polling organisations, direct mail organisations or media advertising organisations.

12. BOARD DETAILS

The principal place of business of the Board is:

2nd Floor
15 Rheola Street
WEST PERTH WA 6005

PODIATRISTS REGISTRATION BOARD

DETAILED INCOME AND EXPENDITURE STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2003

	2003	2002
	\$	\$
INCOME		
Fees	54,850	50,680
Interest	4,866	4,864
Other income	1,774	5,500
	61,490	61,044
Less:		
EXPENSES		
Audit fees	800	750
Bank charges	898	788
Board members' fees	2,658	1,101
Conference expenses	8,476	-
General expenses	110	2,535
Legal fees	8,305	5,576
Printing, postage & stationery	2,394	3,326
Prizes	-	1,000
Retaining fees	40,430	33,809
	64,071	48,885
(DEFICIT)/SURPLUS FOR THE YEAR	(2,581)	12,159