

**PHARMACY REGISTRATION BOARD
OF
WESTERN AUSTRALIA**

**ANNUAL REPORT
&
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED

30 JUNE 2020

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

TABLE OF CONTENTS

	PAGE
1. CONSTITUTION	3
2. GOALS.....	3
3. FUNCTIONS OF THE BOARD	3
4. MEMBERSHIP OF THE BOARD	3
5. MEMBERS OF THE BOARD	4
6. MEETINGS	4
7. REGISTRATIONS AND REGISTER OF PHARMACIES.....	4
8. FEES	5
9. LEGISLATION	5
10. GENERAL.....	6
11. PENALTIES.....	7
12. COMPLIANCE ACTIVITIES.....	7
13. PHARMACY PREMISES REGULATION AUTHORITIES OF AUSTRALIA.....	10
14. ACCESS/ADMINISTRATION	10
STATEMENT BY THE REGISTRAR.....	11
INDEPENDENT AUDITORS REPORT	12
STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME.....	15
STATEMENT OF FINANCIAL POSITION	16
STATEMENT OF CHANGES IN EQUITY.....	17
STATEMENT OF CASH FLOWS	18
NOTES TO THE FINANCIAL STATEMENTS.....	19
COMPILATION REPORT	24
DETAILED INCOME AND EXPENDITURE STATEMENT.....	25

PHARMACY REGISTRATION BOARD OF WESTERN AUSTRALIA

REPORT FOR THE YEAR ENDED 30 JUNE 2020

Pursuant to Section 38 of the *Pharmacy Act 2010 (WA)*, I report hereunder on the Board's activities for the year ended 30 June 2020.

1. CONSTITUTION

The Pharmacy Registration Board of Western Australia (the Board) was established by the *Pharmacy Act 2010 (WA)* (the Act). The Board is a body corporate and exercises the powers, authorities, duties and functions imposed on it by the Act and Rules determined from time to time.

2. GOALS

The primary goals of the Board (as reflected by the Act) are to provide for the registration of premises as pharmacies, to control such premises and pharmacy businesses and for related purposes.

3. FUNCTIONS OF THE BOARD

The Board is directly responsible to the Minister for Health for all matters relating to the administration of the Act and the *Pharmacy Regulations 2010 (WA)* (the Regulations).

The functions of the Board are:-

- (a) to advise the Minister on matters to which the Act applies;
- (b) to administer the scheme of registration under Part 4;
- (c) to monitor, and enforce, compliance with the Act;
- (d) to perform other functions that are conferred on the Board under the Act or any other Act.

4. MEMBERSHIP OF THE BOARD

Membership of the Board is prescribed under Section 5 of the Act.

The Board consists of 4 members appointed by the Minister, of whom --

- (a) three (3) are pharmacists; and
- (b) one (1) is person who has knowledge of and experience in representing the interests of consumers;

Each member of the Board is a natural person.

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**

For the year ended 30 June 2020

5. MEMBERS OF THE BOARD

During the year ended 30 June 2020, the Board members were:

Giovanna Cecchele	Presiding Member
Dean Schulze (from 1 July 2019)	Deputy Presiding Member
Zoe Lenette Mullen (until 31 August 2019)	Deputy Presiding Member (Previous)
Debra Anne Letica	
Linda Keane (from 1 September 2019)	

The Registrar is Guy Brandon. The Assistant Registrar is Sue Errington-Wood and Compliance Pharmacist is Julie Turich.

6. MEETINGS

During the year ended 30 June 2020 twelve (12) meetings were held with attendance by Board members as follows:

No. of Meetings Attended	
L Mullen	2 of 2
G Cecchele	12 of 12
D Letica	12 of 12
D Schulze	10 of 10 (10 meetings were held from the time Mr Schulze was aware of his appointment)
L Keane	8 of 8 (8 meetings were held from the time Ms Keane was aware of her appointment)

7. REGISTRATIONS AND REGISTER OF PHARMACIES

i) Applications / notifications

The number of applications / notifications received for the registration of premises as pharmacies were as follows:

New Pharmacies	14
Change of ownership	54
Alterations and Additions	49
Relocation	12
Change of name (notification only)	61

In addition, 669 annual renewal applications were approved.

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**

For the year ended 30 June 2020

7. REGISTRATIONS AND REGISTER OF PHARMACIES (cont'd)

The number of pharmacies owned by individuals, bodies corporate, friendly societies, and Preserved Companies respectively at 30 June 2020, are as follows:

Individuals:	369
Bodies Corporate:	299
Friendly Societies:	0
Preserved Companies:	1

ii) Register

The number of registered pharmacies as at 30 June 2020 is 669.

478 pharmacies are registered in the metropolitan area and 191 are registered outside of the metropolitan area.

The Board maintains a public register of premises available to be accessed at:
https://www.pharmacyboardwa.com.au/index.php?page=premises_register

8. FEES

The following are the current fees:-

Application Fees:

Grant of registration of premises as a pharmacy (regulation 4)

<i>Establishing a new pharmacy business</i>	<i>\$1,000.00</i>
<i>Relocating an existing pharmacy business</i>	<i>\$1,000.00</i>
<i>Purchasing/changing ownership of an existing pharmacy business</i>	<i>\$1,000.00</i>
<i>Renewal of registration of premises as a pharmacy (regulation 6)</i>	<i>\$850.00</i>
<i>Significant alteration to a pharmacy (regulation 14)</i>	<i>\$650.00</i>

Other fees:

<i>Replacement of certificate of registration (regulation 7)</i>	<i>\$50.00</i>
<i>Change to information recorded in the register (regulation 9)</i>	<i>\$50.00</i>
<i>Certified copy of the register or a particular entry in the register (regulation 10)</i>	<i>\$50.00</i>
<i>Copy of minutes of the Board (regulation 18)</i>	<i>\$50.00</i>

9. LEGISLATION

9.1 Act & Rules

The Pharmacy Act 2010 (WA) came into effect on 18 October 2010.

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**

For the year ended 30 June 2020

9. LEGISLATION (cont'd)

9.2 State Records Act 2000 (WA)

Under Section 19 of the *State Records Act 2000 (WA)* the Board is required to have a Record Keeping Plan (RKP) in place. The RKP provides an accurate reflection of the record keeping program of the Board and must be complied with by the Board and its staff.

The RKP for the Board has been developed and forwarded to the State Records Commission and has been approved.

In accordance with Standard 2 Principle 6 of the *State Records Act 2000 (WA)*:

1. The efficiency and effectiveness of the Board's record keeping systems are evaluated on a regular basis and will be evaluated at the time of the review of the RKP.
2. The Board conducts a recordkeeping training program for staff involved in records management, covering topics such as the Board's obligations under the Act, procedures regarding creation, management and disposal of records.
3. The efficiency and effectiveness of the record keeping training program is reviewed every 6 months.
4. The Board's induction program addresses employees' roles and responsibilities in regard to their compliance with the RKP.

10. GENERAL

The Board maintains Guidelines covering such matters as registration requirements, franchise arrangements and ownership. These Guidelines can be accessed from the Board's website.

The Board also produces Communiques that are sent to all registered premises and other interested parties. These Communiques can also be accessed from the Board's website.

Trends and Emerging Practice

When the Act was established, its provisions were based largely on the then "standard" community pharmacy services. The Act and its supporting Regulations are prescriptive as to the requirements to be met by all pharmacies.

Six (6) areas, which include increased scope of pharmacy practice, with the greatest impact on public safety are:

- Complex compounding of pharmaceutical products.
- Immunisation services.
- Supply of Pharmaceutical Products and Services during Pandemic Events
- Storage of scheduled medicines.
- Dose administration aid services.
- E-Scripts

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**

For the year ended 30 June 2020

10. GENERAL (cont'd)

On 8 December 2017, the Board was requested to make a submission to the *Review of Community Pharmacy Ownership in Western Australia*. The Board made a comprehensive submission in regard to this review addressing the following issues:

1. What are the lessons on pharmacy ownership from other States and Territories, and what trends should we be aware of?
2. Are the current WA ownership laws (limiting a pharmacist to owning four pharmacies) sufficient to protect the integrity of the sector in this State?
3. What role can pharmacies play in an integrated health care model in WA, and how does the current pharmacy regulatory model support this?
4. What changes, if any, could the WA Government make to see the pharmacy role in the WA health system protected?

The Final Report was issued in March 2019. The Final Report made 24 recommendations to the Minister for Health in the following areas:

- Pharmacy Act 2010;
- Pharmacy Regulations 2010 and Administration;
- Pharmacy Policy; and
- Related legislation and national consistency.

The Board still awaits progress on these recommendations. It is noted though that the Fees in Schedule 2 of the *Pharmacy Regulations 2010* were increased from 25 December 2019.

11. PENALTIES

No penalties were issued pursuant to the Act.

12. COMPLIANCE ACTIVITIES

The Board remains concerned there are still pharmacies that do not demonstrate compliance with all the requirements of Schedule 1 of the Regulations, which prescribes the minimum standards of fitness for the competent and safe practice of pharmacy (the Minimum Standards), when it conducts a compliance activity.

It continues to update procedures, policies and/or protocols to promote maintenance of compliance in a timely manner at all times.

Further to planned compliance activities, concerns raised by members of the public or other regulators have resulted in ad hoc reviews.

Applications

The Board considers all applications to determine whether they satisfy the legislative requirements by following authorisation and approval processes.

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**

For the year ended 30 June 2020

12. COMPLIANCE ACTIVITIES (cont'd)

For the authorisation and approval processes, the Board considers all documentation / information for compliance with the legislative requirements, and to the extent it is satisfied, the Board approves or authorises the application to proceed. If it is not satisfied, the Board requests further documentation / information until it can make a decision.

Desktop Audits

To increase the level of compliance activity, the Board continued with desktop audits of pharmacies (though this was curtailed from March 2020 to assist pharmacies and pharmacists to deal with COVID-19) to assess the suitability of the premises and fixtures and fittings at the premises, for the delivery of professional services associated with areas of potential public risk.

The Board completed 199 desktop audits during the year.

Physical Inspections

In addition to the Desktop Audits, and in accordance with Section 44 of the Act, the Board continues to enter and inspect pharmacies in the metropolitan area and outside of the metropolitan area, to assess compliance with the Minimum Standards though Desktop Audits are the main approach to compliance.

The Board conducted ten (10) spot checks of at least one requirement of the Minimum Standards at five pharmacies in the metropolitan area and conducted two spot checks at pharmacies outside of the metropolitan area.

The Board continued to manage instances of non-compliance with the Minimum Standards by, in the public interest, imposing a condition for a period of time that enabled the pharmacist who has overall responsibility for the pharmacy business (Pharmacist with overall responsibility) to achieve compliance and develop and implement procedures, policies and protocols to promote the maintenance of compliance in a timely manner at all times.

It is noted that as part of the inspection process, the Board also:

- checks the pharmacy business is being carried on under the personal supervision of a pharmacist, as required under Section 57 of the Act;
- reviews the ownership of any other business being carried on at the pharmacy to ensure it accords with Section 59 of the Act;
- checks tobacco products are not being sold or supplied, as required under Regulation 12;
- checks the pharmacy is well lit, adequately ventilated and air conditioned, as required under Regulation 15;
- reviews information held on the Board's Register, including the plans and specifications of the premises, to ensure it is current;
- notes participation, or not, in the Western Australian Department of Health Needle and Syringe Program 1, a harm minimisation program coordinated by the Registrar that approves the supply of approved products from pharmacies 24 hours a day, 7 days a week;
- checks the name(s) of the proprietor(s) of the pharmacy business is/are displayed at each public entrance in accordance with its Guidelines;
- checks the name(s) of the Pharmacist(s) on Duty is/are displayed in the professional services area in accordance with its Guidelines; and

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**

For the year ended 30 June 2020

12. COMPLIANCE ACTIVITIES (cont'd)

- if the pharmacy is not approved to claim Australian Government subsidies for Pharmaceutical Benefits Scheme (PBS) and Repatriation Pharmaceutical Benefits Scheme (RPBS) prescription medicines, checks its *Unapproved Pharmacy Notice* is displayed in accordance with its Guidelines.

Annual Renewal Applications

In accordance with Section 42 of the Act, the Board approves applications to renew the registration of premises, by declaration of the Pharmacist with overall responsibility, if the information provided supports compliance with legislative requirements and the Board's Guidelines.

To streamline the Annual Renewal process for the Pharmacist with overall responsibility, questions that had previously been asked, answered and returned physically were asked, and answered, *electronically* with the Pharmacist with overall responsibility required to declare that the statements made were "true and correct". They were made fully aware of the implications of making a false declaration.

Monitoring Program

The Board continued its practice of requiring a Pharmacist with overall responsibility to participate in a Monitoring Program where it is concerned compliance with the Minimum Standards is not maintained in a timely manner.

Pharmacy Board of Australia (or AHPRA) Notifications

In the year ending 30 June 2018, the Board's concerns about the conduct of two (2) pharmacists resulted in notifications to the Pharmacy Board of Australia (or AHPRA).

In the year ending 30 June 2019, one investigation was completed and the other remained under consideration. The second investigation was subsequently completed on 18 August 2019.

Summary

Compliance activities identify various matters that may be long standing or emerging as a result of Pharmacy's evolving practice to meet the needs of the public.

There continues to be differences between the records passed to the Board and the outcome of some compliance activities.

The Board considered options to address its concerns with regards to compliance with the legislation and continues to be of the view it is preferable to use its resources to educate and work with Pharmacists with overall responsibility to achieve and maintain compliance.

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**

For the year ended 30 June 2020

13. PHARMACY PREMISES REGULATION AUTHORITIES OF AUSTRALIA

The Board continued its participation in the Pharmacy Premises Regulation Authorities of Australia (PPRAA), a forum for State and Territory pharmacy premises registering authorities whose responsibility it is to act in the public interest. Its activities are intended to allow for the consideration and potential development of a nationally consistent framework.

The present participants of PPRAA are representatives of the premises registering authorities/bodies in Australian Capital Territory, New South Wales, Northern Territory, Queensland, South Australia, Tasmania, Victoria and Western Australia.

14. ACCESS/ADMINISTRATION

The Office of the Board is located at:-

Level 4
130 Stirling Street
PERTH WA 6000

Telephone: (08) 9328 4388

Correspondence to the Board should be addressed to:-

The Registrar
Pharmacy Registration Board of Western Australia
PO Box 8124
PERTH BC WA 6849

Registrar: Mr Guy L Brandon
Assistant: Ms Sue Errington-Wood

Application for registration and other Board forms and information can be downloaded from the Board's website at www.pharmacyboardwa.com.au.



REGISTRAR

Date: 21 December 2020

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**

For the year ended 30 June 2020

STATEMENT BY THE REGISTRAR

I, Guy Brandon, the Registrar of the Pharmacy Registration Board of Western Australia, hereby state that in my opinion:

1. (a) the accompanying financial report as set out on pages 15 to 25, presents fairly the financial position of the Pharmacy Registration Board of Western Australia as at 30 June 2020 and its performance for the period ended on that date in accordance with Australian Accounting Standards-Reduced Disclosure Requirements, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board; and

 (b) At the date of this statement, there are reasonable grounds to believe that the Board will be able to pay its debts as and when they fall due and payable.
2. During the financial period the Board has:
 - (a) kept such accounting records as correctly record and explain its transactions and financial position;
 - (b) so kept its accounting records that true and fair accounts of the Board can be prepared from time to time; and
 - (c) so kept its accounting records that the accounts of the Board can be conveniently and properly audited.
3. The accounts have been properly prepared by a competent person.



Guy Brandon - Registrar

Date: 21 December 2020

INDEPENDENT AUDITOR'S REPORT

To the members of the Pharmacy Registration Board of Western Australia

Opinion

We have audited the financial report of the Pharmacy Registration Board of Western Australia (the 'entity'), which comprises the statement of financial position as at 30 June 2020, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information, and the Statement by the Registrar.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the Pharmacy Registration Board of Western Australia as at 30 June 2020 and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and the *Pharmacy Act 2010 (WA)*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - COVID-19 Developments

We draw attention to Note 12 (Events Occurring After the Reporting Date), in the financial report, which describes events subsequent to year end and specifically the possible effects of the future implications of the COVID-19 pandemic on the Pharmacy Registration Board of Western Australia's future financial position and performance. As set out in Note 12, no adjustments have been made to the financial report as at 30 June 2020 for the impacts of the COVID-19 pandemic. Our opinion is not modified in respect of this matter.

Information Other than the Financial Report and Auditor's Report Thereon

The members of the Board are responsible for the other information. The other information comprises the information included in the Board's annual report for the year ended 30 June 2020 but does not include the financial report and our auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Board for the Financial Report

The member of the Board are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the *Pharmacy Act 2010 (WA)* and for such internal control as the Board determines is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error. In preparing the financial report, the Board is responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intend to liquidate the entity or to cease operations, or has no realistic alternative but to do so.

The Board is responsible for overseeing the entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards 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 this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, 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 our 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.
- 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 entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- Conclude on the appropriateness of the Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Date: 21 December 2020
West Perth
Western Australia



DRY KIRKNESS
B ROTHMAN
Partner

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

**STATEMENT OF PROFIT OR LOSS AND
OTHER COMPREHENSIVE INCOME**

	<i>Note</i>	<i>2020</i> \$	<i>2019</i> \$
REVENUE			
Licence fees		428,350	423,800
Application fees		104,600	96,610
Interest received		1,852	3,205
		534,802	523,615
 EXPENDITURE			
Secretarial and administration fees		318,000	340,526
Board fees		11,760	21,470
Legal costs		9,679	36,529
Other expenses		178,710	150,920
		518,149	549,445
 Surplus/ (Deficit) before income tax expense		16,653	(25,830)
Other comprehensive income (net of tax)		-	-
 TOTAL COMPREHENSIVE INCOME/ (LOSS) FOR THE YEAR, NET OF TAX	6	16,653	(25,830)

The accompanying notes form part of this financial statement

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**

As at 30 June 2020

STATEMENT OF FINANCIAL POSITION

	<i>Note</i>	2020 \$	2019 \$
CURRENT ASSETS			
Cash and cash equivalents	2	634,543	466,319
Trade and other receivables	3	38,307	23,499
TOTAL CURRENT ASSETS		672,850	489,818
TOTAL ASSETS		672,850	489,818
CURRENT LIABILITIES			
Trade and other payables	4	659,398	493,019
TOTAL CURRENT LIABILITIES		659,398	493,019
NON-CURRENT LIABILITIES			
Other Accrued Liabilities	5	23,833	23,833
TOTAL NON-CURRENT LIABILITIES		23,833	23,833
TOTAL LIABILITIES		683,231	516,852
NET ASSETS/(DEFICIENCY OF NET ASSETS)		(10,381)	(27,034)
EQUITY			
Accumulated surplus/(deficit)	6	(10,381)	(27,034)
TOTAL EQUITY		(10,381)	(27,034)

The accompanying notes form part of this financial statement

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

STATEMENT OF CHANGES IN EQUITY

	<i>Accumulated Surplus/ (Deficit)</i>	<i>Total</i>
	\$	\$
Balance as at 1 July 2018	(1,204)	(1,204)
Total comprehensive loss for the year, net of tax	(25,830)	(25,830)
Balance as at 30 June 2019	(27,034)	(27,034)
Total comprehensive income for the year, net of tax	16,653	16,653
Balance as at 30 June 2020	(10,381)	(10,381)

The accompanying notes form part of this financial statement

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

STATEMENT OF CASH FLOWS

	<i>Note</i>	2020	2019
		\$	\$
Cash flows from operating activities			
Receipts from registrants		649,950	528,910
Interest received		2,693	1,218
Payments to suppliers		(539,318)	(615,735)
GST received		54,899	60,883
Net cash from/ (used in) operating activities		168,224	(24,724)
 Net increase/ (decrease) in cash held		168,224	(24,724)
Cash at the beginning of the period		466,319	491,043
 Cash at the end of the financial year	2	634,543	466,319

The accompanying notes form part of this financial statement

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

NOTES TO THE FINANCIAL STATEMENTS

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 – Reduced Disclosure Requirements (including Australian Accounting Interpretations), other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the *Pharmacy Act 2010 (WA)*.

The financial report covers the Pharmacy Registration Board of Western Australia as an individual entity. The Board is a not-for-profit entity for the purpose of preparing financial statements.

The following is a summary of the basis of preparation and 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.

Basis of Preparation

The financial report has been prepared on an accruals basis and is based on historical costs modified by the revaluation of selected non-current assets, and financial assets and financial liabilities for which the fair value basis of accounting has been applied.

Accounting Policies

a) Income and Expense Recognition

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

Interest received is brought to account as income under the accruals method of accounting.

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

b) Income Tax

The income of the Pharmacy Registration Board of Western Australia is exempt from tax pursuant to Section 24AQ of the Income Tax Assessment Act 1936 (Cth).

c) Goods and Services Tax

Revenue and expenditure is stated net of the amount of the goods and services tax (GST). The Australian Taxation Office has advised and ruled that registration fees are exempt from GST. The Board, however, pays GST on its supplies and obtains credit refunds quarterly upon lodgement of its Business Activity Statement.

d) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the statement of financial position.

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

e) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Board during the reporting period, which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

f) Adoption of New and Revised Accounting Standards

During the current period, the Board has adopted all of the new and revised Australian Accounting Standards and Interpretations applicable to its operations which became mandatory.

The adoption of these Standards had no impact on the recognition, measurement and disclosure of certain transactions.

g) Going Concern

Notwithstanding the fact that the Board has a deficiency in net assets of \$10,381 (2019: net deficiency \$27,034), the Registrar of the Board is of the opinion that the Board is a going concern for the following reason:

- The statement of financial position as at 30 June 2020 includes a significant liability relating to revenue received in advance, totaling \$568,650. This amount represents annual pharmacy renewals for the 2020/21 financial year, which are non-refundable. As a result, no amount is expected to fall due and payable. The board will raise its annual renewal fees in May and June as usual practice and expects to receive similar amounts to fund ongoing activities.

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

NOTES TO THE FINANCIAL STATEMENTS

	2020	2019
	\$	\$
2. CASH AND CASH EQUIVALENTS		
Cash at bank and on hand	534,543	366,319
Short-term bank deposits	100,000	100,000
	634,543	466,319
3. TRADE AND OTHER RECEIVABLES		
Goods and services tax recoverable	12,037	19,687
Accrued interest receivable	1,670	2,512
Accrued income receivable	24,600	1,300
	38,307	23,499
4. TRADE AND OTHER PAYABLES		
Creditors and accruals	50,748	64,669
Fees received in advance	568,650	428,350
Provision for Ramsay's costs	40,000	-
	659,398	493,019
5. OTHER ACCRUED LIABILITIES		
Provision for long service leave	7,201	7,201
Provision for redundancy	16,632	16,632
	23,833	23,833
6. ACCUMULATED SURPLUS		
Accumulated (deficit)/surplus at the beginning of the financial year	(27,034)	(1,204)
Net surplus/ (deficit) attributable to the year	16,653	(25,830)
Accumulated surplus/ (deficit) at the end of the financial year	(10,381)	(27,034)

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

NOTES TO THE FINANCIAL STATEMENTS

	2020 \$	2019 \$
7. CONTINGENT LIABILITY		
The following claim has been made against the Board as a defendant.		
The claim is related to costs with respect to a judicial review.		
At 30 June 2019 the estimated financial settlement amount were \$20,000 to \$35,000 (including legal costs). The Board settled the dispute, and made payment of \$40,000 on 27 November 2020. Provision has been made for the settlement amount (refer Note 4).	-	20,000 to 35,000
8. KEY MANAGEMENT PERSONNEL		
(a) The names of the persons who were members of the Pharmacy Registration Board of Western Australia at any time during the financial year are:-		
Ms L Mullen		
Ms G Cecchele		
Ms D Letica		
Ms L Keane		
Mr D Schulze		
(b) Remuneration		
Mr J Harvey	350	7,540
Ms L Mullen	1,120	4,490
Ms M Ford	-	4,260
Ms G Cecchele	3,960	5,180
Ms D Letica	2,650	-
Ms L Keane	1,610	-
Mr D Schulze	2,070	-
Aggregate income received, or due and receivable by the members of the Board from the Board	11,760	21,470
(c) Transactions with Related Parties		
The Registrar of the Board, Guy Brandon, is also a Partner at HLB Mann Judd and is therefore considered a related party. The Board has paid HLB Mann Judd for the following services during the financial year:-		

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

NOTES TO THE FINANCIAL STATEMENTS

	2020	2019
	\$	\$
8. KEY MANAGEMENT PERSONNEL (cont'd.)		
(c) Transactions with Related Parties (cont'd)		
Secretarial and administrative costs	318,000	318,000
Compliance officer costs	93,080	99,680
Outside of scope costs	-	22,526
	<u>411,080</u>	<u>440,206</u>
9. SEGMENT REPORTING		
The Board operates as a statutory registration body within Western Australia.		
10. EMPLOYEES	Number	
Number of employees at balance date-	0	
11. BOARD DETAILS		
The principal place of business of the Board is:		
Level 4		
130 Stirling Street		
PERTH WA 6000		
12. EVENTS OCCURRING AFTER THE REPORTING DATE		
In March 2020, Australia was affected by the COVID-19 pandemic. The financial effect on the entity has been reflected in this financial report. At the date of this report, it is not possible to predict or reliably estimate the potential impact of COVID-19, however the Board will continue to monitor the situation going forward.		
Except for the above, no other matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the entity, the results of those operations or the state of affairs of the entity in future financial years.		

COMPILATION REPORT TO THE PHARMACY REGISTRATION BOARD OF WESTERN AUSTRALIA

We have compiled the accompanying special purpose financial statement of the Pharmacy Registration Board of Western Australia (the 'entity'), which comprise the detailed income and expenditure statement for the year ended 30 June 2020. The specific purpose for which the special purpose financial statement has been prepared is to provide financial information to the members.

The Responsibility of the Board

The Board of the Pharmacy Registration Board of Western Australia is solely responsible for the information contained in the special purpose financial statement, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet their needs and for the purpose that the special purpose financial statement was prepared.

Our Responsibility

On the basis of information provided by the Board we have compiled the accompanying special purpose financial statement in accordance with the basis of accounting and APES315: *Compilation of Financial Information*.

We have applied our professional expertise in accounting and financial reporting to assist the Board in the preparation and presentation of this special purpose financial statement. We have complied with the relevant ethical requirements of APES110: *Code of Ethics for Professional Accountants*.

Assurance Disclaimer

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information the Board has provided us to compile this financial statement. Accordingly, we do not express an audit opinion or a review conclusion on this financial statement.

The special purpose financial statement was compiled exclusively for the benefit of the Board and members who are responsible for the reliability, accuracy and completeness of the information used to compile them. We do not accept responsibility for the contents of the special purpose financial statement. Accordingly, the special purpose financial statement is for use only in connection with that purpose and may not be suitable for any other purpose

Our compilation report is intended solely for the use of the Pharmacy Registration Board of Western Australia and should not be distributed to parties other than the Pharmacy Registration Board of Western Australia without our prior written consent.


B. Rothman
Partner

Date: 21 December 2020
West Perth
Western Australia

**PHARMACY REGISTRATION BOARD
OF WESTERN AUSTRALIA
ANNUAL REPORT**
For the year ended 30 June 2020

DETAILED INCOME AND EXPENDITURE STATEMENT

	2020	2019
	\$	\$
REVENUE		
Interest	1,852	3,205
Licence fees	428,350	423,800
Application fees	104,600	96,610
	534,802	523,615
Less:		
EXPENDITURE		
Auditors' remuneration	11,200	11,402
Bank charges	12,554	10,011
Board members fees	11,760	21,470
Catering	188	554
Compliance officer	93,080	99,680
Contributions to PPRAA Officer	1,500	-
Courier costs	86	41
General expenses	73	-
IT expenses	16,427	15,825
Legal costs	9,679	36,529
Marketing	-	90
Outside scope fees	-	22,526
Over accrued expenses – 2019	(750)	-
Parking	2,114	3,397
Printing, postage & stationery	157	2,606
Ramsay's costs	40,000	-
Registrars fees	318,000	318,000
Telecommunications	-	339
Travelling expense	2,081	6,975
	518,149	549,445
OPERATING SURPLUS/ (DEFICIT) FOR THE YEAR	16,653	(25,830)