

NEW SOUTH WALES
PODIATRISTS
REGISTRATION BOARD

ANNUAL REPORT FOR THE YEAR ENDED
30 JUNE 2006



NEW SOUTH WALES

PODIATRISTS REGISTRATION BOARD

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1 July 2006

The Hon John Hatzistergos MLC
Minister for Health
73 Miller St
North Sydney 2060

Dear Mr Hatzistergos,

Pursuant to the provisions of the Annual Reports (Statutory Bodies) Act 1984 and the Public Finance and Audit Act 1983, we have pleasure in submitting this Annual Report of the New South Wales Podiatrists Registration Board for the year ended 30 June 2006 for presentation to Parliament.

Yours faithfully

A handwritten signature in black ink, appearing to read "Jill Fogarty".

Jill Fogarty
PRESIDENT

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1. CHARTER

The Podiatrists Registration Board is established under the provisions of the Podiatrists Act 2003 to exercise the powers, authorities, duties and functions imposed on it by the Act. The powers and duties of the Board include the following.

- Determine the character, subjects and conduct of examinations qualifying persons to become podiatrists and to appoint examiners;
- Issue and cancel certificates of registration; and
- Suspend or cancel the registration of any person under the Act and to annul such suspension or cancellation.

2. AIMS AND OBJECTIVES

The Board's aims and objectives are as follows.

- To maintain the Register of podiatrists who may legally practise in New South Wales.
- To grant registration to podiatrists who satisfy the Board they hold a degree or documentation attesting to their capacity to practise podiatry.
- To grant full registration under the provisions of section 11 of the Act.
- To grant provisional registration to applicants for registration under the provisions of section 12 of the Act.

3. ACCESS

The Board is located at the following address:

Level 6
477 Pitt Street
SYDNEY NSW 2000

Correspondence should be sent to:

PO Box K599
HAYMARKET NSW 1238

Telephone: 02 9219 0277

Facsimile: 02 9281 2030

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

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

Hours: 8.30 a.m. - 5.00 p.m., Monday to Friday.

Cashier services close at 4.30 p.m.

4. MANAGEMENT AND STRUCTURE

4.1 Membership

Membership of the Board is prescribed under section 19 of the Podiatrists Act, and comprises nine members appointed by the Governor. Of these members:

Three are registered podiatrists nominated by the Australian Podiatry Association (NSW).

Mr Raymond John Harding President
Mr Luke Leonard Marsden
Mr Kevan John Wright

Two are registered podiatrists, at least one of whom has expertise in matters relating to education, nominated by the Minister for Health.

Ms Jillian Louise Fogarty OAM Deputy President
Ms Harriet Farquhar

One is a solicitor nominated by the Minister for Health.

Ms Tina Moisisdis

One is a person to represent the community nominated by the Minister for Health.

Mr Bruce Alan Hutton

One is an officer of the Department of Health nominated by the Minister for Health.

Ms Deborah Jean Frew

One is a medical practitioner nominated by the Minister for Health.

Dr Siew-Foong Liew

The Board was appointed for a 3-year term on and from 11 December 2002 and expired 10 December 2005.

The Podiatrist Act 2003 commenced in December 2005.

Membership of the Board is prescribed under section 87 of the Podiatrists Act 2003, and comprises of seven members appointed by the Governor, of whom:

One is an officer of the Department of Health nominated by the Minister for Health.

Mr Ian Adrian Reid

Two are registered podiatrists nominated by the Australian Podiatry Association (NSW).

Mr Luke Marsden
Assoc Prof Paul Tinley Deputy President

One registered podiatrist nominated by the Minister, being a registered podiatrist involved in the tertiary education of persons for qualification in New South Wales as podiatrists,

Ms Harriet Farquhar

One registered podiatrist practising podiatry in New South Wales nominated by the Minister of the Minister's own choosing,

Ms Jillian Fogarty OAM President

One person nominated by the Minister to represent the community,

Ms Barbara Wright

One legal practitioner nominated by the Minister.

Ms Tina Moisisdis

The Board was appointed for a 4-year term on and from 11 December 2005 expiring 10 December 2009.

4.2 Attendance at meetings

The Board met on 10 occasions, usually on the third Wednesday of each month. The Board did not meet in January 2006 and April 2006.

Members whose term finished 10 December 2005

Mr Harding	attended	4	meetings
Mr Hutton	attended	2	meetings
Dr Liew	attended	3	meetings
Assoc Prof Tinley	attended	4	meetings
Mr Wright	attended	5	meetings

Members who were reappointed

Ms Farquhar	attended	10	meetings
Mr Marsden	attended	10	meetings
Ms Miosidis	attended	3	meetings
Ms Fogarty	attended	9	meetings

Members who were appointed from 11 December 2005

Ms Frew	attended	3	meetings
Mr Reid	attended	4	meetings
Ms Wright	attended	5	meetings

4.3 Committees

Under the Podiatrists Act 1989 the Board established the following committees:

- Complaints Committee (see Compliance)
- Course Accreditation Committee
- Education and Research Committee

Section 89 of the Podiatrists Act 2003 enables the Board to establish committees to assist with the exercise of any of its functions. The Board established the following committees:

- Complaints Committee
- Professional Currency Committee
- Course Accreditation Committee
- Education and Research Committee

4.4 Registrar /Assistant Registrar

Administrative staff employed by the Health Administration Corporation assist the Board.

Ms Amanda McEacharn acted in the Registrar's position throughout the reporting period. Ms Corinne Warby was the Assistant Registrar throughout the reporting period.

5. REVIEW OF OPERATIONS

5.1 Registration Statistics

The Board maintained the Register of podiatrists as required under the provisions of section 9 of the Act.

Registered podiatrists	as at 01 July 2005	783
	as at 30 June 2006	804
New registrations		49
Podiatrists Act	36	
NSW Graduates	25	
Interstate Graduates	6	
Overseas Graduates	5	
Mutual Recognition Act		12
Trans-Tasman Mutual Recognition Act	1	
Re-registrations		11
Unfinancial		39
Deceased	4	
At own request	5	
Changes of Name		11
Additional qualifications		1

5.2 Removal from the Register

The Board notified 24 health benefit funds each time there is a change to a registrant's registration status. This notification reaches its peak, each year, following the 30 June renewal date when the funds are notified of the registrants who failed to renew their registration and again as applications are restored to the Register. In July 2006, 40 podiatrists who did not renew their registration by the due date were removed from the Register.

5.3 Fees

The fees charged for the Board's services were unchanged as follows.

	\$
Registration	145.00
Annual roll fee (Renewal)	135.00
Restoration	270.00
Duplicate certificate	20.00
Additional qualifications	12.00

5.4 Release of Register Details

Access to the Register is closely monitored by the Board in accordance with the Privacy and Personal Information Protection Act 1998.

Register details are released to private health funds and Medicare to enable them to establish whether a podiatrist is registered for the purposes of approving payments. The role of these organisations is considered to be directly related to the core purpose of the Board, and therefore limited details from the Register can be released to them. The Board considers requests, under certain conditions, for limited access to the Register for research purposes. The Register is not released for commercial purposes.

5.5 University of Western Sydney

In December 2005 the University of Western Sydney provided advice to the Board that the University will not be accepting any new enrolments into the Bachelor of Applied Science (Podiatry) course. Students currently enrolled in the course will be supported throughout the teaching period to enable them to complete their qualifications whilst the quality of programs will be maintained.

5.6 Annual Joint Meeting

A delegation from the Board attended the Annual Joint Meeting on 29 August 2005 in Christchurch, New Zealand – Ray Harding (President), Harriet Farquhar and Amanda McEacharn (Acting Secretary).

Items discussed by the Boards were:

- Recency of practice
- Occupational health and safety
- Schedule of drugs for use by podiatrists
- EpiPen™ and use of adrenaline
- Australian College of Surgical Podiatrists
- Criminal records checks

5.7 Australian and New Zealand Council of Registration Boards

New South Wales Registration Board hosted the first Australian and New Zealand Council of Registration Boards Conference on the 10 February 2006 held at the Mercure Hotel, Sydney. The Conference was attended by representatives of Australian and New Zealand Podiatrists Registration Boards.

The most significant benefit of this meeting is that it enables the registration Boards to more closely coordinate their efforts to benefit registrants and the public's access to podiatry services.

5.8 Course Accreditation Committee

Membership of the Committee is as follows:

- Sue Liew Chairperson
- Jill Fogarty
- Harriet Farquhar
- Paul Bowles
- Elizabeth Cahill
- Natalie Adams

The Committee met on four occasions during the reporting period.

5.9 Professional Currency Committee

The Board appointed a Professional Currency Committee to consider ongoing professional development and continuing education for podiatrists. The Committee did not meet during the reporting period.

5.10 Website

The Board maintained a website at www.podreg.health.nsw.gov.au where most of the Board's policies, forms and legislation can be accessed by registrants and the public.

The following index of the website inclusions indicates the range of information accessible through the website.

- About the Board
- Annual Reports
- Clinical Guidelines
- Complaints Procedures
- Fees
- How to apply for registration
- How to contact the Board
- Legislation links
- Membership of the Board
- Podiatry Education and Research Account
- Restoration to the Register

The Board's website provides links for all the commonly used forms and access to other relevant sites.

5.11 Compliance

The Board seeks to achieve compliance with the Act and Regulations through:

- Random inspections throughout NSW by its authorised Inspector, checking compliance, disseminating information and issuing warnings;
- Prosecution of persons operating in contravention of the Act;

- The resolution of complaints concerning professional conduct and the provision of podiatry services by registered persons;
- Publication of information pamphlets and the posting of information and legislation links on its website.

An important part is also played in compliance in general, through the maintenance of a Code of Professional Conduct, detailing the parameters for the professional conduct of podiatrists and their practices.

5.11.1 Code of Professional Conduct

Section 19 of the Podiatrists Act 2003 allows the Board to establish a code of professional conduct setting out guidelines that should be observed by registered podiatrists in their professional practice. The Board is currently reviewing the Code of Professional Conduct. Once this is completed the Board will prepare the proposed code in draft form and prepare an impact assessment statement for the proposed code. The draft code and impact assessment statement will be publicly exhibited for a period of at least 21 days, so the Board can seek public comment on the draft code.

The Code of Professional Conduct established pursuant to the Podiatrists Act 1991 is still in effect. The Board implemented the following amendment in December 2005:

8. Podiatrists shall be responsible for comprehensive pre and post-operative management in the administration of local anaesthetics to a client's/patient's feet/foot. Podiatrists who use local anaesthetics must hold a current first aid certificate after completion of a first aid course approved by WorkCover Authority, the course must include the management of anaphylaxis, the use of EpiPen™ and associated emergency procedures.

5.11.2 Ongoing Certification of “Good Character”

Principle (13) of the Podiatrists Code of Professional Conduct supports the Board's ongoing requirement to certify the character of registered podiatrists. Principle 13 of the Code states that:

Podiatrists shall be responsible for advising the Board in the event of any of the following.

- If convicted of a criminal offence in New South Wales or elsewhere.
- If refused registration/licensure, or their registration/licensure is suspended or removed, in another jurisdiction of Australia or elsewhere.
- If restrictions or conditions are imposed on their registration/licensure in another jurisdiction of Australia, or elsewhere.

- If a complaint relating to their conduct as a provider of podiatry services is made to a registration authority, or Health Care Complaints Commission, in another jurisdiction of Australia or elsewhere.
- If named as a defendant in a Court action for negligence or other malpractice in the provision of podiatry services.
- If subject to adverse findings relating to conduct as a provider of podiatry services, or character, by a Court, or Royal Commission in New South Wales or elsewhere, or the NSW Independent Commission Against Corruption.

5.11.3 Complaints Committee

The provisions of both the Act and the Health Care Complaints Act 1993, require the Board and Health Care Complaints Commission (HCCC) advise each other of complaints received and consult concerning resolution.

The Complaints Committee assists the Board by considering complaints lodged with the Board. The Committee has the delegated authority of the Board to make decisions regarding complaints.

The Committee acts as a screening committee in that it considers complaints regarding alleged contraventions of the Act, the Regulation or the Code of Professional Conduct.

The Committee comprising Ms Fogarty, Mr Ian Reid and an officer of the HCCC met on 10 occasions during the reporting period.

Of the fifteen complaints considered, two were from the previous reporting period and thirteen were made during the current reporting period.

A summary of complaints considered by the Board follows. These complaints are treated as allegations until they can be substantiated.

Frequency	Allegations
1	Breach of the Act
4	Fraud
3	Hurt or injured client
2	Inadequate explanation or poor treatment
1	Orthotics
4	Unregistered practitioners

Of the 15 complaints received the outcome was as follows

Frequency	Outcome
3	Resolution
3	Action not warranted as there were no grounds for the complaint
7	Ongoing to next reporting period
2	Conciliation

Seven complaints remain open at the end of the reporting period as they are subject to ongoing investigation.

As well as the above complaints considered in consultation with the Health Care Complaints Commission, the Board's inspector visited a number of practices to discuss compliance with registrants.

5.11.4 Convictions For Offences

It is a requirement under Principle 13 of the Podiatrists Code of Professional Conduct that podiatrists notify the Board if convicted of a criminal offence in NSW or elsewhere.

The Board noted advice from podiatrists during the reporting year that had been convicted of a criminal offence in NSW or elsewhere and asked that the Board be informed of the outcome.

5.11.5 Court Action For Negligence Or Other Malpractice In The Provision Of Podiatry Services

It is a requirement under Principle 13 of the Podiatrists Code of Professional Conduct that podiatrists notify the Board if named as a defendant in a Court action for negligence or other malpractice in the provision of podiatry services.

The Board noted advice from podiatrists during the reporting year that had been named as defendants in Court actions. The Board requested the podiatrists concerned to keep the Board advised of developments.

5.11.6 Board Inquiries

Complaints may be dealt with by way of disciplinary proceedings held at a meeting of the Board. An Inquiry conducted by the Board has the powers to caution/reprimand, impose practice/reporting conditions, order the withholding or refund of payment for podiatric services and order the attendance of educational courses or the obtaining of practice management advice.

During the reporting period there were no Inquiries conducted against a registered podiatrist.

5.12 Consultancies

The Board did not engage any consultants during the reporting year.

5.13 Education and Research

The Board's Education and Research Committee, chaired by Ms Jill Fogarty, considers applications for grants from the Education and Research Account and makes recommendations to the Board. Applications are made on the Board's Education and Research Application forms. Guidelines for making applications for the grants together with the application form are available on the Board's website or by telephoning the Board.

The availability of the Education and Research Grant is advertised each year through the Board's Newsletter, the Board's website and the Australian Podiatry Association.

The Board awarded two grants this year for the following research:

- Verona du Toit (registered Podiatrist) "Development of a clinical tool to identify Army personnel at risk of injury "
- Joel Radford (registered Podiatrist) "Effectiveness of short-term treatments for plantar fasciitis".

The Board was pleased to be able to offer grants as a means of advancing podiatry and looks forward to receiving the final reports.

5.14 Freedom of Information

No application for information under the Freedom of Information Act was made to the Board during the reporting year in relation to the Podiatrists Act.

5.15 Legislative Change

The Podiatrists Act 2003 commenced in December 2005. A new Board has been appointed and commenced from that time.

5.16 Professional Indemnity Insurance

It is a requirement under Principle 12 of the Podiatrists Code of Professional Conduct that podiatrists in practice maintain appropriate professional indemnity insurance coverage.

The Board noted advice from several podiatrists during the reporting year that they did not maintain professional indemnity insurance.

The Board wrote to these practitioners and advised them that they should not practise podiatry unless they arranged appropriate professional indemnity insurance coverage in accordance with

Principle 12 of the Code.

Following consideration of the trend by Health Professional Registration Boards to stipulate an amount of cover for professional indemnity insurance the Board resolved to retain in its Code of Professional Conduct, for the time being, the requirement for “appropriate professional indemnity insurance” rather than stipulate an amount.

5.17 Overseas Travel

No Board members or staff undertook overseas travel during the year.

5.18 Publications

The Board issued a newsletter in November 2005.

5.19 NSW Podiatrists Registration Board Award

The Board’s award, titled “The New South Wales Podiatrists Registration Board Award for Outstanding Community or Public Purposes Activity connected with the practice of podiatry” for a final year podiatry student was again made available. However, the award was not considered this year.

6. ADMINISTRATION

6.1 Management and Structure

The Health Administration Corporation manages the accounts and employs the staff required to administer 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 professional 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 provisions.

The Boards are self-funding with salaries and associated on-costs paid by the Health Administration Corporation. From 17 March 2006, the staff of the HPRB were transferred to the Government Service and are listed in Chapter 1A of the Public Sector Management Act 2002.

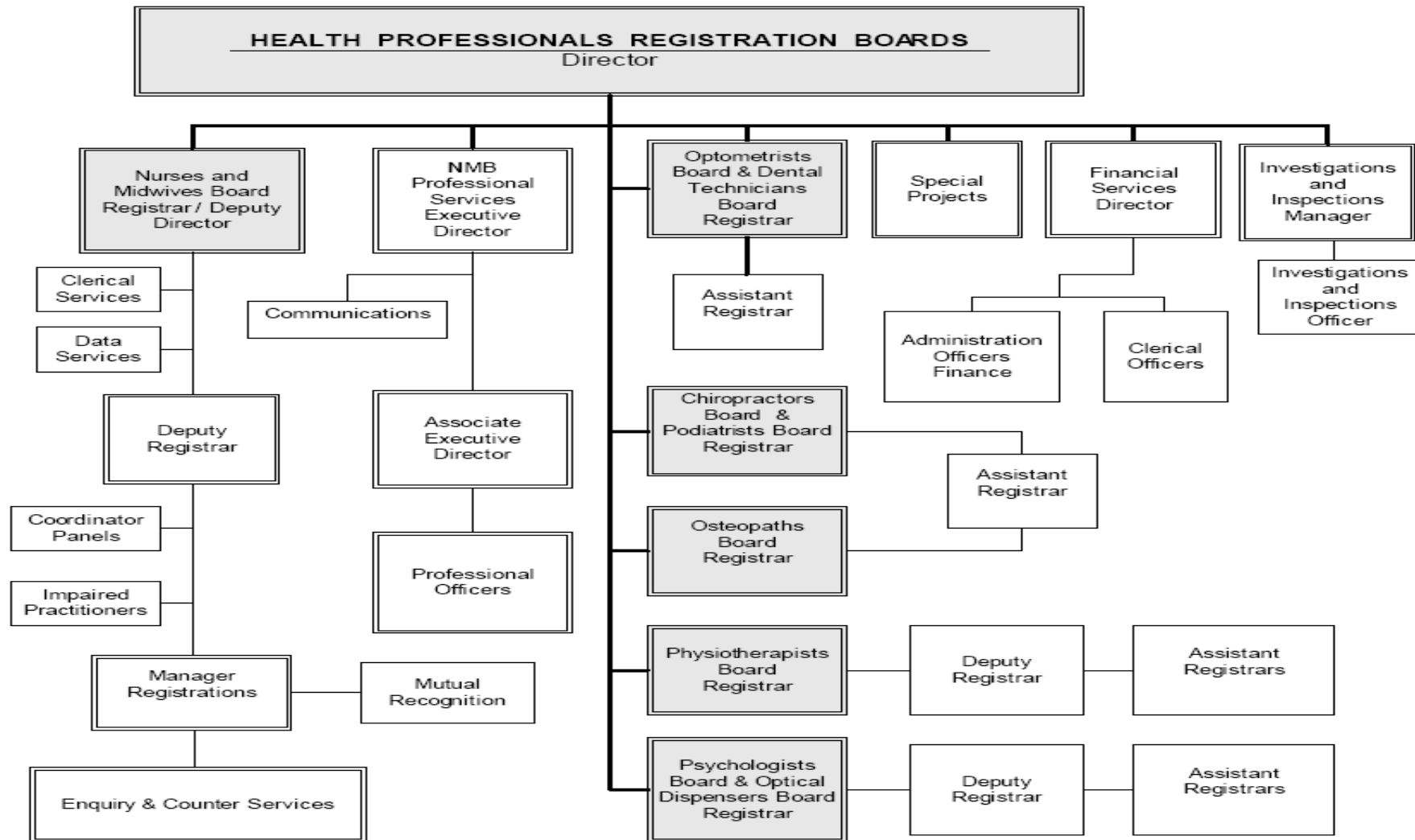
In accordance with legislation, the Health Administration Corporation paid the Boards' accounts from fees received and transmitted to the Corporation. Future expenditure for disciplinary costs, litigation and, where required, the election of Board members, has been taken into account within the Boards'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

The total administrative expenditure for all of the Boards during 2005/2006 was \$8,675,704. In the previous year 2004/2005 the total cost was \$7,443,721.

Staff of the Health Professionals Registration Boards filled the equivalent of 57 full-time positions. For the previous 2 years, staff establishment levels were equivalent to 55 and 53 full-time positions respectively.

As employees of the Corporation, HPRB staff operate within and benefit from the personnel policies of the Department of Health, including occupational practices. The Boards are managed for the Corporation by Mr J Tzannes, Director, and Mr R Dwyer, Deputy Director.

6.2 Organisational Chart



6.3 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).

6.3.1 Staff Training

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 31 employees attended training at 28 different courses. In summary, approximately 62% of HPRB staff received additional training at a cost of approximately \$284 per staff member.

6.4 Ethnic Affairs Priorities Statement

The nine boards administered by the Health Professionals Registration Boards (HPRB), on behalf of the Health Administration Corporation, implement the principles of multiculturalism through two key ethnic affairs strategies and a number of initiatives. Under the provisions of the legislation that established the Boards, the primary responsibility of the boards is protection of the safety of the NSW public by granting registration to appropriately experienced and qualified persons of good standing. Thus, the key strategies for the Boards are:

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

The Boards jointly maintain initiatives developed to assist people from both culturally and linguistically diverse backgrounds, who make contact with the Board. These initiatives include:

1. Promoting the recognition and registration of overseas trained health professionals,
2. Assisting overseas trained applicants to register in NSW,
3. Maintaining a range of bilingual health professionals/ staff employed by the HPRB,
4. Ensuring ethnic media is used 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,
7. Ensuring that the Board is aware of the Government's commitment to implementing the principles of multiculturalism.

During the year these key strategies and initiatives have continued to assist the Board's multicultural clients to access the services provided by it. The ongoing relevance and appropriateness of the strategies and supporting initiatives are considered as legislative and policy changes affecting the Board's operations occur.

Overseas Training and Recognition of Qualifications.

Podiatrists trained at recognised podiatry schools in Australia have qualifications acceptable to the Board for registration. Those not immediately acceptable for registration have the option of completing a degree course at one of the Australian tertiary institutions recognised by the Board, or successfully completing the examination conducted by the Australian Podiatry Council. Credit may be given by the tertiary institutions for previous study.

Interpreter and Translation Services

During the year 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, HPRB staff members were available to provide assistance in the following languages:

Arabic	Bangladeshi
Filipino (Tagalog)	French
German	Greek
Polish	Romanian
Russian	Spanish
Turkish	Ukrainian

6.5 NSW Government Action Plan for Women

Through its Action Plan for Women, the NSW Government has sought to ensure that the principles of equality of access and rights of participation for women are central to 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.

One of the ways in which the Government has sought to advance the involvement of women is through its initiative of progressively increasing the number of women members on statutory boards and bodies to 50% board representation. In relation to the HPRB, nominations to boards are made by the Minister and nominating bodies or other mechanisms stipulated by the relevant legislation. Where vacancies occur or when membership nominations are requested for a new board, nominating bodies are advised of the Government's policy regarding female representation. As at 30 June 2006, the Podiatrists Board currently has seven members with four female members.

With regard to access to the profession for women, the Board and HPRB are not responsible for influencing 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 478 female registrants, being 59% of the total registrants, as compared to 470 female registrants representing 61% 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.

6.6 Waste Reduction and Purchasing Policy (WRAPP)

The Waste Reduction and Purchasing Policy (WRAPP) introduced by the NSW Government requires all government agencies to implement plans to reduce waste and increase the purchase of recycled content materials. Agencies must also provide advice in their Annual Reports on the progress and achievements of these WRAPP plans.

With regard to its WRAPP plan activities, during the year the HPRB maintained the strategies that were developed to achieve improvements in waste reduction, volumes for recycling of paper products, consumables and office equipment and an increased ratio of consumables containing recycled content.

The following waste avoidance strategies continued to operate during 2005-2006:

- Use of email to communicate within HPRB, with Board members, other personnel and clients, where appropriate;
- Use of recycled paper as message pads and for note taking, extending the life of the material prior to recycling;
- Use of double sided printing where possible;
- Allocation of paper recycling containers at all workstations to divert paper from waste bins and landfill;
- Referral of clients to Board websites as the preferred alternative to supplying hard copy information packages;
- Direction of defunct office equipment for recycling.
- Re-use in-house of components and parts to maintain or extend the life span of current equipment, where possible.

Having relocated to new office premises in the previous reporting period, the HPRB has consolidated its waste management and recycling arrangements throughout the year. This has in part been through liaison with the building's management and involvement in schemes to divert cardboard and recyclable packaging material as well as certain types of beverage containers from the waste stream. The HPRB anticipates participation with other initiatives being developed for the building tenants, which aim to achieve an 80% recycling target for waste from the building.

In summary, for the 2005-2006 financial year, the HPRB:

- Purchased all A4 copy paper with 50% recycled content;

- Recycled more than 90% of its total waste paper;
- Directed 100% of cardboard and packaging materials for recycling;
- Provided “wheelie” bins throughout the office for recycled paper that could not be re-used within the office;
- Maintained desk-side recycling bins at all work-stations to promote active recycling;
- Diverted 90% of toner cartridges to a recycling service.

Over the past year, higher activity levels for the Boards and their associated Committees coupled with an increase in the number of training courses presented by the Boards has resulted in greater quantities of paper and toner cartridges being purchased and subsequently recycled. While it is anticipated that this trend will continue for the coming year, it is also expected that there will be some reduction in the activity rates.

7. FINANCE AND 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 \$144,026 (after allowing for Education and Research allocation). This compares to the budgeted operating expenditure of \$149,456 (after allowing 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 2006 to 30 June 2007 is as follows:-

	\$
INCOME	
Fees	111,762
Interest	29,044
Total	<u>140,806</u>
EXPENDITURE	
Salaries & Associated Staff Costs	89,017
Building Expenses	4,084
Subsistence & Transport	11,676
Members Fees	16,415
Fees for Service	10,684
Post & Communications	3,520
Printing & Stationery	2,356
Plant & Equipment	143
Education & Research	5,000
Miscellaneous	15,134
Depreciation	<u>1,435</u>
Total	<u>159,464</u>
Operations Deficit	<u>(18,658)</u>

4. EXPENSES

The 2006/2007 year's budget includes salary oncost charges which reflect deferred liability provisions for superannuation as well as anticipated expenditure in relation to disciplinary hearings.

5. PAYMENTS PERFORMANCE

A selected sample for each quarter of the year provided the following information in

respect of the Board's administration operations: -

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	60.34	37.55	2.12	0.00
December	100.00	48.45	42.52	8.93	0.00
March	100.00	79.26	12.86	7.37	0.00
June	100.00	31.23	67.80	0.97	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 is as follows: -

Accounts paid on time within each quarter

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

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 5.04%p.a. on its daily bank balances. In addition an average rate of interest of 5.51%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 100 copies of the Annual Report at an approximate cost of \$3.06 per copy (includes GST).



GPO BOX 12
Sydney NSW 2001

INDEPENDENT AUDIT REPORT
PODIATRISTS REGISTRATION BOARD

To Members of the New South Wales Parliament

Audit Opinion

In my opinion, the financial report of the Podiatrists Registration Board (the Board):

- presents fairly the Board's financial position as at 30 June 2006 and its performance for the year ended on that date, in accordance with Accounting Standards and other mandatory financial reporting requirements in Australia, and
- complies with section 41B of the *Public Finance and Audit Act 1983* (the Act) and the *Public Finance and Audit Regulation 2005*.

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

Scope

The Financial Report and Board's Responsibility

The financial report comprises the balance sheet, income statement, statement of changes in equity, cash flow statement and accompanying notes to the financial statements for the Board, for the year ended 30 June 2006.

The members of the Board are responsible for the preparation and true and fair presentation of the financial report in accordance with the Act. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

Audit Approach

I conducted an independent audit in order to express an opinion on the financial report. My audit provides *reasonable assurance* to Members of the New South Wales Parliament that the financial report is free of *material* misstatement.

My audit accorded with Australian Auditing Standards and statutory requirements, and I:

- assessed the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the Board in preparing the financial report, and
- examined a sample of evidence that supports the amounts and disclosures in the financial report.

An audit does *not* guarantee that every amount and disclosure in the financial report is error free. The terms 'reasonable assurance' and 'material' recognise that an audit does not examine all evidence and transactions. However, the audit procedures used should identify errors or omissions significant enough to adversely affect decisions made by users of the financial report or indicate that Board members had not fulfilled their reporting obligations.

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.

Audit Independence

The Audit Office complies with all applicable independence requirements of Australian professional ethical pronouncements. The 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 are not compromised in their role by the possibility of losing clients or income.



M P Abood, CPA
Director, Financial Audit Services

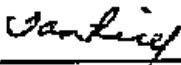
SYDNEY
17 November 2006

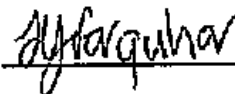
STATEMENT BY MEMBERS OF THE BOARD

Pursuant to the Public Finance and Audit Act, 1983, and in accordance with the resolution of the members of the Podiatrists Registration Board, we declare on behalf of the Board that in our opinion:-

- 1 The accompanying financial statements exhibit a true and fair view of the financial position of the Podiatrists Registration Board as at 30 June 2006 and transactions for the year then ended.
2. The statements have been prepared in accordance with the provisions of Australian Accounting Standards, Urgent Issues Group Interpretations, the Public Finance and Audit Act, 1983, the Public Finance and Audit (General) Regulation, 2005, and the Treasurer's Directions.

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





PODIATRISTS REGISTRATION BOARD

INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2006

	NOTES	2006 \$	2005 \$
Revenue			
Registration Fees		111,762	108,908
Interest	3	30,580	27,952
Other Revenue			
Total Revenue		<u>142,342</u>	<u>136,860</u>
Expenses			
Operating Expenses	11(a)&(b)	139,026	91,755
Education & Research	12	10,000	10,509
Total Expenses		<u>149,026</u>	<u>102,264</u>
Profit/(loss) for the year		<u>(6,684)</u>	<u>34,596</u>

The Income Statement should be read in conjunction with the accompanying notes.

PODIATRISTS REGISTRATION BOARD

BALANCE SHEET AS AT 30 JUNE 2006

	NOTES	2006 \$	2005 \$
Current Assets			
Cash and Cash Equivalents	4	608,478	594,447
Receivables	5	2,430	3,772
Total Current Assets		610,908	598,219
Non Current Assets			
Furniture and Fittings	6(a)	5,592	6,761
Plant and Equipment	6(a)	168	281
Total Non Current Assets		5,760	7,042
Total Assets		616,668	605,261
Current Liabilities			
Payables	7	23,957	6,427
Fees in Advance		99,318	98,391
Provision for Personnel Services	6(b)	6,267	6,633
Total Current Liabilities		129,542	111,451
Total Liabilities		129,542	119,451
Net Assets		487,126	493,810
Equity			
Accumulated Funds	8	487,126	493,810

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

PODIATRISTS REGISTRATION BOARD

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2006

	NOTES	2006 \$	2005 \$
Total Income and Expense Recognised Directly in Equity		-	-
Profit/(Loss) for the year		(6,684)	34,596
		<hr/>	<hr/>
Total Income and Expense Recognised for the Year		(6,684)	34,596
		<hr/> <hr/>	<hr/> <hr/>

The Statement of Changes in Equity should be read in conjunction with the accompanying notes.

PODIATRISTS REGISTRATION BOARD

CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2006

	NOTES	2006 \$	2005 \$
Cash flows from operating activities			
Receipts			
Fees and other income		113,004	112,794
Interest received		31,608	25,952
Payments			
Operating Expenses		(130,454)	(109,374)
GST receivable		-	-
		<hr/>	<hr/>
Net cash flows from operating activities	9	14,158	29,372
 Cash flows from investing activities			
Payments for plant and equipment		(127)	(7,567)
Proceeds from sales of plant and equipment		-	-
Net Cash Flows from investing activities		(127)	(7,567)
		<hr/>	<hr/>
Net increase/(decrease) in cash held		14,031	21,805
 Cash and cash equivalents at the beginning of the financial year			
		594,447	572,642
 Cash and cash equivalents at the end of the financial year			
	4	<hr/> <hr/>	<hr/> <hr/>
		608,478	594,447

The Cash Flow Statement should be read in conjunction with the accompanying notes.

PODIATRISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2006

1. ACCOUNTING POLICIES

a. Reporting Entity

The Podiatrists Registration Board as a reporting entity performs the duties and functions contained in the *Podiatrists Registration Act 1989*. The Board's financial affairs are administered by the Health Administration Corporation. These financial statements have been authorised for issue by the Board on 15 November 2006.

b. Basis of Preparation

The financial report is a general purpose financial report which has been prepared in accordance with applicable Australian Accounting Standards (which include Australian equivalents to International Financial Reporting Standards (AIFRS)), and the requirements of the Public Finance and Audit Act and Regulation and Treasurer's Directions. Plant and equipment, assets held for sale and financial assets held for trading and available for sale are measured at fair value. Other financial statement items are prepared in accordance with the historical cost convention.

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. Statement of Compliance

The Board's financial report complies with Australian Accounting Standards, which include the Australian equivalents to International Financial Standards (AIFRS). This is the first financial report prepared based on AIFRS and comparatives for the year ended 30 June 2005 have been restated accordingly, except as stated below.

In accordance with AASB 1 First-time Adoption of Australian Equivalents to International Financial Reporting Standards and Treasury Mandates, the date of transition to AASB 132 Financial Instruments: Disclosure and Presentation and AASB 139 Financial Instruments: Recognition and Measurement was deferred to 1 July 2005. As a result, comparative information for these two Standards is presented under the previous Australian Accounting Standards which applied to the year ended 30 June 2005

Reconciliations of AIFRS equity and surplus or deficit for 30 June 2005 to the balances reported in the previous AGAAP 2004/2005 financial report are detailed in Note 20.

PODIATRISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2006

d. Financial Instruments Accounting Policy

Cash and cash equivalents are measured at fair value with interest revenue accrued as earned such that the fair value is reflected at no less than the amount payable on demand. Receivables are not quoted in an active market and are measured at fair value. This accounting treatment is identical to AGAAP which was the basis of preparation figures for 2004/05.

e. Capitalisation Thresholds

Non-current assets costing over \$5000 are capitalised.

f. Income Recognition

Income 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.

g. 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 a current asset or liability in the Balance Sheet.

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.

h. 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.

PODIATRISTS REGISTRATION BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2006

i. Acquisitions of Assets

The cost method of accounting is used for the initial recording of all acquisitions of assets controlled by the Podiatrists Board. 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 a 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.

j. 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.

k. 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.

l. 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.

m. 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.

n. 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%

o. 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:

- AASB 7 – Financial Instruments: Disclosure (issued August 2005)
- AASB 119 – Employee Benefits (issued December 2004)
- AASB 2004-3 – Amendments to Australian Accounting Standards (issued December 2004)
- AASB 2005-1 – Amendments to Australian Accounting Standards (issued May 2005)
- AASB 2005-5 – Amendments to Australian Accounting Standards (issued June 2005)
- AASB 2005-9 – Amendments to Australian Accounting Standards (issued September 2005)
- AASB 2005-10 – Amendments to Australian Accounting Standards (issued September 2005)
- AASB 2006-1 – Amendments to Australian Accounting Standards (issued January 2006)

The initial application of these standards will have no impact on the financial results of the Board. The Standards are operative for annual reporting periods beginning on or after 1 January 2006.

2. FUNDS FOR EDUCATION AND RESEARCH PURPOSES

The Podiatrists 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 Podiatrists be transferred to the Education and Research Account. In 2005/2006 an amount of \$5,000 was transferred (\$5,000 in 2004/2005).

3. INTEREST

	2006	2005
	\$	\$
Interest Income	<u>30,580</u>	<u>27,592</u>

The interest received from the Colonial State Bank/Commonwealth Bank of Australia, was paid under a Special Interest Arrangement with the Bank which applied to all daily balances 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 5.04%p.a. (4.83% p.a. in 2004/2005)

4. CASH AND CASH EQUIVALENTS

	2006	2005
	\$	\$
Cash at Bank	158,478	294,447
Negotiable Certificates of Deposit	<u>450,000</u>	<u>300,000</u>
Total	<u>608,478</u>	<u>594,447</u>

5. RECEIVABLES

	2006	2005
	\$	\$
Interest receivable	2,430	3,457
GST Entitlement	-	315
	<u>2,430</u>	<u>3,772</u>

6. (a) Furniture and Fittings

Plant and Equipment

Plant and equipment is not owned individually by the Board. The amount recognised in the financial report has been calculated based on the benefits derived by the Board.

(b) Provision for Personnel Services

Relates to the Annual Leave Provision.

7. PAYABLES

	2006	2005
	\$	\$
Salaries and Oncosts	5,193	5,504
General Purchases	18,764	923
Total	<u>23,957</u>	<u>6,427</u>

8. ACCUMULATED FUNDS

	2006	2005
	\$	\$
Total accumulated funds at the beginning of the year	493,810	459,214
Profit/(Loss) for the year	(6,684)	34,596
Total accumulated funds at the end of the year	<u>487,126</u>	<u>493,810</u>

9. NOTES TO THE CASH FLOW STATEMENT

9.1 Reconciliation of profit/(loss) for the year to cash flows from operating activities.

	2006	2005
	\$	\$
Profit/(Loss) for the year	(6,684)	34,596
Depreciation	1,409	909
(Increase)/Decrease in receivables	1,342	(2,317)
(Decrease)/increase in Provision for Personnel Services	(366)	1,331
(Decrease)/Increase in payables	17,530	(9,350)
Increase/(decrease) in fees in advance	927	4,203
Net cash provided by/(used in) operating activities	<u>14,158</u>	<u>29,372</u>

9.2 For the purpose of the Cash Flow Statement, cash relates to cash in the Bank.

10. 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 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 detailed below.

11. EXPENDITURE ACCOUNTED FOR THROUGH THE HEALTH ADMINISTRATION CORPORATION

	2006 \$	2005 \$
OPERATING EXPENSES		
(A) PERSONNEL SERVICES		
Salaries & Associated Staff Costs	75,540	55,244
(B) GENERAL EXPENSES		
Building Expenses	5,190	3,365
Subsistence & Transport	11,358	3,113
Members Fees	15,968	17,872
Fees for Service	8,298	2,226
Post & Communications	3,424	2,943
Printing & Stationery	2,291	2,524
Plant & Equipment	140	688
Miscellaneous	14,722	1,785
Audit Fees (allocation)	2,095	1,995
TOTAL GENERAL EXPENSES	63,486	36,511
TOTAL OPERATING EXPENSES	139,026	91,755

12. EDUCATION AND RESEARCH EXPENSES

Expenses	2006 \$	2005 \$
Grants	10,000	10,509
TOTAL	<u>10,000</u>	<u>10,509</u>

13. EDUCATION AND RESEARCH ACCOUNT

Activity on the Education and Research Account during 2005-06 is detailed below:

	2006 \$	2005 \$
Opening Bank Balance	33,448	37,494
REVENUE		
TRANSFER FROM OPERATING ACCOUNT	5,000	5,000
Revenue	1,526	1,463
Total Revenue	<u>6,526</u>	<u>6,463</u>
Expenses	<u>10,000</u>	<u>10,509</u>
Closing Bank Balance	<u>29,974</u>	<u>33,448</u>

14. FINANCIAL INSTRUMENTS

Financial instruments give rise to positions that are a financial asset of either the Board or its counterpart and a financial liability (or equity instrument) of the other party. They include cash at bank, receivables and payables. All classes of financial instruments, including revenue, expenses or other cash flows arising from instruments, are recognised at cost on an accrual basis.

In accordance with Australian Accounting Standard AAS33, information is disclosed regarding interest rate risk and credit risk of financial instruments. All amounts are carried in the accounts at net fair value which is considered to be same as the carrying amount in the balance sheet.

Interest rate risk affects cash at bank and investments where the value of these instruments is subject to fluctuation due to changes in market interest rates.

The Board's exposure to interest rate risk and the effective interest rates of financial instruments at year-end are:

	2006 \$	2005 \$
Cash at floating interest rates	158,478	294,447
Negotiable Certificates of Deposit at fixed rates	450,000	300,000
Receivables at non-interest bearing	2,430	3,772
Payables at non interest bearing	23,957	6,427

It is not considered that the receivables are subject to a credit risk.

15. CONSULTANCY CHARGES

The Health Administration Corporation arranges for consultancy services on behalf of the boards it administers. During 2005/2006 costs was nil (\$1,372 in 2004/2005).

16. SUBSEQUENT EVENTS

None to report.

17. CONTINGENT LIABILITIES

None to report.

18. COMMITMENTS

	\$ 2006	\$ 2005
Rental Charges		
LESS THAN 1 YEAR	4,332	3,678
BETWEEN 1 AND 5 YEARS	15,419	14,485
Later than 5 years	-	-
TOTAL	<u>19,751</u>	<u>18,163</u>

The total commitments for 2005-06 include input tax credits of \$1,796 (\$1,651 in 2004-05).

19. BANK ACCOUNTS

The Board operates two bank accounts:

	\$ 2006	\$ 2005
Operating Account*	128,504	260,999
Education and Research Account	29,974	33,448
	<u>158,478</u>	<u>294,447</u>

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

During the year \$5,000 (\$5,000 in 2004-05) was transferred from the operating account to the Education and Research Account (Refer Note 13).

20. IMPACT OF ADOPTING AUSTRALIAN EQUIVALENTS TO IFRS

The Podiatrists Board has applied the Australian Equivalents to International Financial Reporting Standards (AEIFRS) from 2005/2006.

The Podiatrists Board has determined the key area where changes in accounting policies impact the financial report. Some of these impacts arise because AEIFRS requirements are different from previous AASB requirements (AGAAP). Other impacts arise from options in AEIFRS. To ensure consistency at the whole of government level, NSW Treasury has advised agencies of options it has mandated for the NSW Public Sector. The impacts disclosed below reflect Treasury's mandates and policy decisions.

The impacts of adopting AIEFRS on total equity and surplus/(deficit) as reported under previous AGAAP are shown below. There are no material impacts on the Board's cash flows.

Reconciliation of equity under previous Standards (AGAAP) to equity under AEIFRS

	\$ 30 June 05	\$ 1 July 04
Total equity under AGAAP	493,810	459,214
TOTAL EQUITY UNDER AEIFRS	493,810	459,214

Reconciliation of surplus/(deficit) under previous standards (AGAAP) to profit/(loss) under AEIFRS:

Year ended 30 June 2005

	\$
Surplus/(Deficit) Under AGAAP	34,596
Profit/(Loss) Under AEIFRS	34,596

End of Audited Financial Statements

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