



NEW SOUTH WALES
PODIATRISTS
REGISTRATION BOARD

ANNUAL REPORT FOR THE YEAR ENDED
30 JUNE 2007



NEW SOUTH WALES

PODIATRISTS REGISTRATION BOARD

PO Box K599
HAYMARKET 1238

Level 6, 477 Pitt Street
SYDNEY 2000

Telephone: (02) 9219 0277
Facsimile: (02) 9211 9318

1 July 2007

The Hon Reba Meagher MP
Minister for Health
73 Miller St
North Sydney 2060

Dear Ms Meagher,

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 2007 for presentation to Parliament.

Yours faithfully

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

Jill Fogarty
PRESIDENT

TABLE OF CONTENTS

1. CHARTER	1
2. AIMS AND OBJECTIVES.....	1
3. ACCESS.....	1
4. MANAGEMENT AND STRUCTURE	2
4.1 Membership.....	2
4.2 Attendance at meetings	3
4.3 Committees	3
4.4 Registrar /Assistant Registrar.....	3
5. REVIEW OF OPERATIONS	4
5.1 Registration Statistics	4
5.2 Removal from the Register	4
5.3 Fees.....	4
5.4 Release of Register Details	4
5.5 University of Western Sydney	5
5.6 Annual Joint Meeting	5
5.7 Australian and New Zealand Council of Registration Boards	5
5.7.1 Hobart – 11 August 2006.....	5
5.7.2 Brisbane – 16 February 2007.....	6
5.8 Course Accreditation Committee	7
5.9 Professional Currency Committee.....	7
5.10 Website	7
5.11 Compliance	8
5.11.1 Code of Professional Conduct	8
5.11.2 Ongoing Certification of “Good Character”	8
5.11.3 Complaints Committee.....	9
5.11.4 Convictions For Offences.....	10
5.11.5 Court Action For Negligence Or Other Malpractice In The Provision Of Podiatry Services	10
5.11.6 Board Inquiries.....	10
5.12 Consultancies	11
5.13 Education and Research.....	11
5.14 Freedom of Information	11
5.15 Legislative Change	11
5.16 Overseas Travel	12
5.17 Publications	12
5.18 NSW Podiatrists Registration Board Award.....	12
6. ADMINISTRATION	13
6.1 Management and Structure	13
6.2 Organisational Chart.....	14
6.3 NSW Department of Health Code of Conduct.....	15
6.3.1 Staff Training.....	15
6.4 Ethnic Affairs Priorities Statement.....	15
6.5 NSW Government Action Plan for Women.....	16
6.6 Waste Reduction and Purchasing Policy (WRAPP).....	17
6.7 National Registration System for Health Professionals	18
FINANCE AND BUDGET	19

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

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 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 December 2006 and January 2007.

Jill Fogarty	attended	7	meetings
Paul Tinley	attended	8	meetings
Harriet Farquhar	attended	9	meetings
Luke Marsden	attended	10	meetings
Tina Miosidis	attended	4	meetings
Ian Reid	attended	9	meetings
Barbara Wright	attended	9	meetings

4.3 Committees

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	Jill Fogarty Ian Reid Paul Tinley (appointed April 2007)
Professional Currency Committee	Ray Harding Luke Marsden Kevan Wright Marilyn Feenstra
Course Accreditation Committee	Sue Liew Natalie Adams Paul Bowles Elizabeth Cahill Harriet Farquhar
Education & Research Committee	Karen Ginn Frank Li

4.4 Registrar /Assistant Registrar

Administrative staff employed by the Health Administration Corporation assists 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 2006	804
	as at 30 June 2007	853
New registrations		87
Podiatrists Act	61	
NSW Graduates	43	
Interstate Graduates	6	
Overseas Graduates	4	
Mutual Recognition Act		26
Trans-Tasman Mutual Recognition Act	-	
Re-registrations		8
Unfinancial		40
Deceased	3	
At own request	-	
Changes of Name		5
Additional qualifications		2

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. The funds are notified again as applications are restored to the Register. In July 2007, 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

The Board in accordance with the Privacy and Personal Information Protection Act 1998 closely monitors access to the Register.

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.

The Register is accessible to the profession and the public via the Board's website to enable the verification of a podiatrist's registration.

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 7 May 2007 in Hobart, Tasmania. Dr Paul Tinley (Acting President), Mr Luke Marsden (Board Member) and Ms Amanda McEacharn (Acting Registrar) represented the Board at the meeting.

Items discussed by the Boards were:

- COAG National Registration Scheme
- Assessment of Practitioners that have not practiced for an extended period
- Accreditation of Australian and New Zealand Programs
- Australasian College of Surgical Podiatrist Documents
- Foot Care Assistants/Foot Hygienists
- Audit of Recertification Framework
- On-site Audits
- Registration of Podiatrists in Queensland

5.7 Australian and New Zealand Council of Registration Boards

5.7.1 Hobart – 11 August 2006

A delegation attended the 2nd Council meeting held in Hobart, 11 August 2006. The Board was represented by Dr Paul Tinley (Board Member), Mr Luke Marsden (Board Member), and Ms Amanda McEacharn (Acting Registrar)

Dr Paul Tinley chaired the meeting on behalf of the Tasmanian Board.

Items included for discussion were:

- Accreditation of Undergraduate Courses
- S4 Prescribing Rights
- Occupational Health and Safety Manual
- Resolutions Book
- COAG
- Clinical teaching
- Continuing Professional Development
- Re-certification Competence Requirements “compliance issues”
- Visiting Podiatric Educator
- State legislation
- Publication of Disciplinary Inquiries/Prosecutions
- COAT Practice Manual for Tribunal Members
- Codes of Conduct
- Surgical Podiatry
- Title “Dr”
- Assistants in Podiatry
- English Language Proficiency. (SA)
- Newcastle University Course

5.7.2 Brisbane – 16 February 2007

A delegation of Mr Paul Tinley (Board Member), Mr Luke Marsden (Board Member), and Ms Amanda McEacharn (Acting Registrar) attended the 3rd Council meeting held in Brisbane, 16 February 2007.

Ms Jan Bennett, Principal Advisor of the Health Workforce, Australian Government Department of Health and Ageing attended the meeting to provide an update on COAG national registration.

Items included for discussion were:

- State legislation
- Accreditation of La Trobe program.
- Surgical Podiatry;
- COAG – National Registration
- Role of the Council and Guidelines for the Conduct of Meetings
- Position Statement on Access to S3, S4 and S8 drugs
- OH&S Guide for Podiatrists
- Resolution Book
- Assessment of practitioners that have not practised for an extended period.
- Codes of Conduct
- Accreditation of Australian and New Zealand podiatry programs.
- ACPS
- IELTS

The most significant benefit of this meeting is that it enables the registration Boards to more closely coordinate their efforts to assist 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 one occasion during the reporting period.

5.9 Professional Currency Committee

Membership of the Committee is as follows:

Mr Ray Harding Chairperson
Mr Luke Marsden
Mr Kevan Wright

The Committee met three times 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 develop 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.

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 7 occasions during the reporting period. Dr Paul Tinley attended the meetings of the Complaints Committee held in May and June due to Ms Fogarty's leave of absence.

Of the nineteen complaints considered, four were from the previous reporting period and fifteen 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	Fraud
2	Orthotics
6	Unregistered practitioners
1	Advertising
1	Inappropriate language
1	Storage of clinical records
2	Interstate notifications
1	Breach of privacy
2	Inadequate treatment
1	Injury as a result of treatment

Of the 19 complaints received the outcome was as follows

Frequency	Outcome
1	Matter referred to Board Inquiry
4	Action not warranted as there were no grounds for the complaint
5	Closed - advice provided by Board
3	Outside of jurisdiction
2	Resolution
1	Complaint withdrawn
3	Ongoing

Three 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 Grant 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 three grants this year for the following research:

- Stephania Penkala (registered podiatrist) "Children's footwear choices for a health active future"
- Verona du Toit (registered podiatrist) "Case-control study to analyse risk factors for external medial shin pain and randomised trial of an intervention for external medial shin pain".
- Joshua Burns (registered podiatrist) "Effectiveness of high-dose vitamin C treatment for lower limb muscle weakness and foot deformity in children with Charcot-Marie-Tooth disease – a double blind randomised controlled trial".

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

Health Care Liability Regulation 2001

On 9 February 2007, the Health Care Liability Regulation 2001 was amended to require podiatrists (and a range of other health practitioners) to be covered by professional indemnity insurance by 8 August 2007, unless they can demonstrate that they are exempt from that requirement by virtue of clauses 10, 11 or 12 of the regulation.

A copy of the amending regulation plus a copy of section 25 of the *Health Care Liability Act 2001* (the Act) was forwarded to all of those podiatrists who held current registration.

Section 25(2) of the Act provides that a person (declared by the regulation) is not entitled to practise as a health practitioner (in New South Wales) unless covered by professional indemnity insurance. Section 25(4) of the Act goes on to say that “Practising as a health professional without being covered by professional indemnity insurance is, for the purposes of the relevant health registration Act, (ie the *Podiatrists Act 2003*), unsatisfactory professional conduct.”

Section 25(3) of the Act prescribes that the appropriate registration authority (ie the Podiatrists Registration Board):

- a) Must not register a person as a health practitioner unless the authority is satisfied that the person will, while practising as a health practitioner (in New South Wales), be covered by professional indemnity insurance, and
- b) May cancel or suspend the registration of a person as health practitioner if the authority is satisfied that the person is not covered by professional indemnity insurance while the person is practising as a health practitioner (in New South Wales).

5.16 Overseas Travel

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

5.17 Publications

The Board issued a newsletter in November 2006.

5.18 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 awarded this year.

6. ADMINISTRATION

6.1 Management and Structure

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

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

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

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

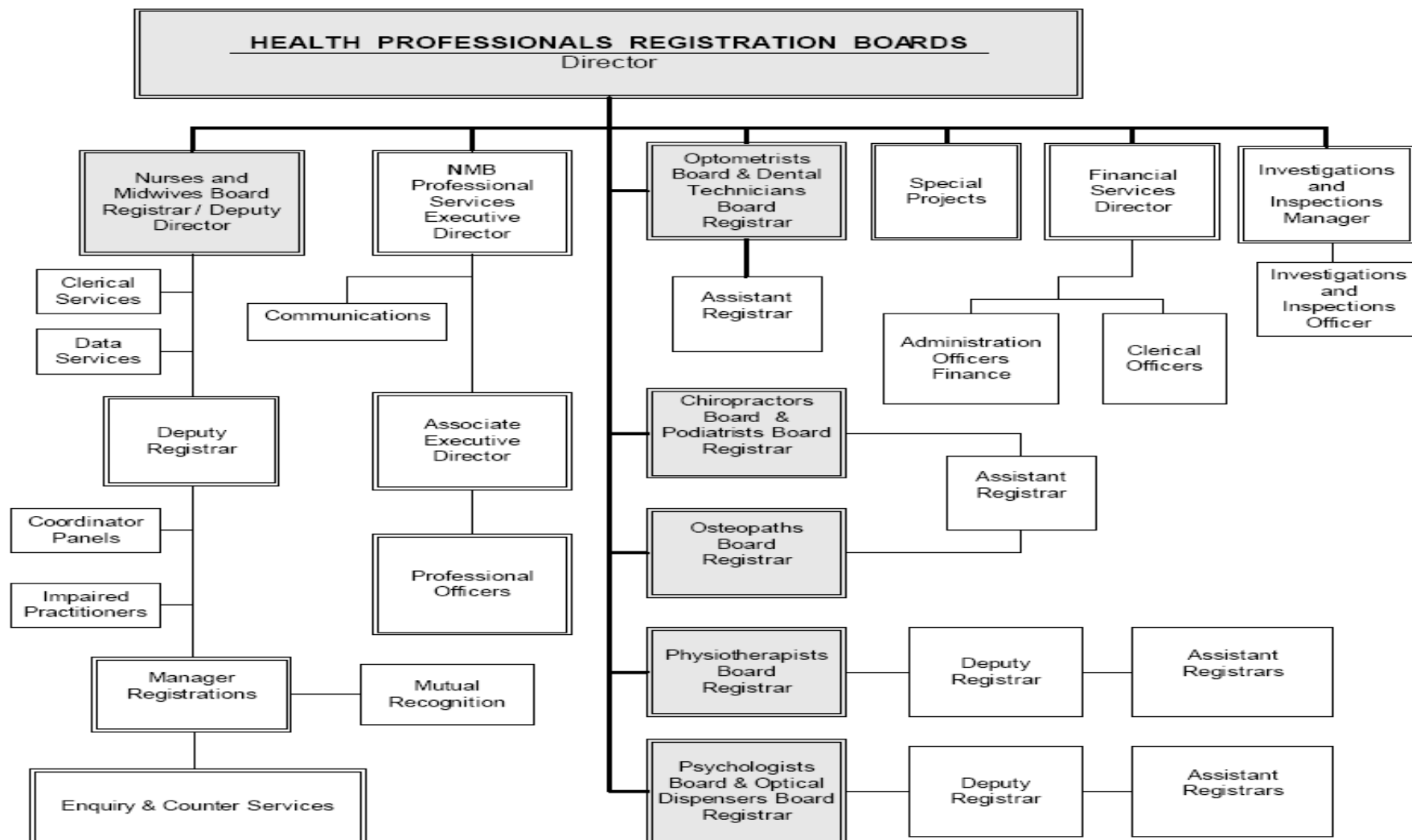
In accordance with legislation, the Health Administration Corporation paid the Boards' accounts from fees received and transmitted to the Corporation. Future expenditure for disciplinary costs, litigation and, where required, the election of Board members, has been taken into account within the Boards'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

The total administrative expenditure for all of the Boards during 2006/2007 was \$8,263,911.00. In the previous reporting year of 2005/2006 the total cost was \$8,675,704.00.

During the reporting period, staff of the Health Professionals Registration Boards, employed under Chapter 1A of the Public Sector Management Act, filled the equivalent of 61 full-time positions (including one Executive Officer position at level 2). For the previous 2 years, staff establishment levels were equivalent to 57 and 55 full-time positions respectively.

Staff of the HPRB operate within, and benefit from, the personnel policies of the Department of Health, including the Department's Code of Conduct and its occupational health practices. The Health Professionals Registration Boards are managed 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 enshrined within the Code of Conduct relating to professional standards, the HPRB provided staff with the opportunity to enhance their skills, knowledge and competence through training courses. During the year, a total of 32 employees attended training at 27 different courses. In summary, approximately 56% of HPRB staff received additional training at a cost of approximately \$248 per staff member.

6.4 Ethnic Affairs Priorities Statement

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

The key ethnic affairs strategies are:

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

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

1. Promoting recognition and registration of overseas trained health professionals;
2. Assisting with the Board's registration and documentation requirements for overseas trained applicants;
3. Maintaining a range of bilingual health professionals and/or staff employed by the HPRB;
4. Ensuring the use of ethnic media options for community information circulated by the Board;
5. Ensuring that the Board receives advice on matters within its jurisdiction relating to people of culturally diverse backgrounds;
6. Promoting a culturally diverse workforce; and
7. Ensuring that the Board is aware of the Government's ongoing commitment to implementing the principles of multiculturalism.

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

Overseas Training and Recognition of Qualifications

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

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

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

6.5 NSW Government Action Plan for Women

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

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

Among the initiatives introduced by the Government is the progressive increase in the number of women members on statutory boards and bodies to achieve a level of 50% of board representation. With regard to the nine boards administered by HPRB, nominations for board members are made by the Minister, designated nominating bodies or

other mechanisms specified by the relevant legislation. Thus, where vacancies occur or when membership nominations are requested for a new board, the HPRB informs the nominating bodies of the Government policy regarding female representation and advises of the requirement to provide equal representation.

As at 30 June 2007, the Podiatrists Registration Board currently has 7 members with 4 female members.

In relation to access to the profession for women, the Board and HPRB cannot influence the participation levels of women. However, the Board's registration records provide an indication of the number of female registrants at the end of the financial year. At the time of reporting, the Register records a total of 502 female registrants, being 59% of the total registrants, as compared to 478 female registrants representing 59% 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)

In keeping with the NSW Government's requirement for agencies to report on progress and achievements in relation to Waste Reduction and Purchasing Policy (WRAPP) plans as part of their Annual Reports, the HPRB confirms that it has maintained the waste reduction and avoidance practices previously put into place as part of its WRAPP strategies.

Throughout the reporting period, the HPRB continued to work towards improvements in reducing waste, recycling of paper products, consumables and office equipment and increasing the extent of its purchases containing recycled content.

- During the 2006-2007 reporting period, the HPRB:
- Purchased all A4 copy paper with 50% recycled content;
- Recycled approximately 90-95% of total paper waste;
- Recycled 100% of paper/cardboard packaging by separating and directing packaging material to a centralised disposal system for recycling;
- Sent 90% of used toner cartridges for recycling; and
- Increased the number of recycled paper "wheelie" bins in the office.

The major area where ongoing improvements are now sought is the reduction of paper waste. The following paper waste avoidance strategies remained in place throughout the year:

1. Scrap recycled paper is diverted for use as message pads and for note taking;
2. Use of double sided printing, where possible;
3. Use of the internet and Board websites to provide information to the profession and public;
4. Referral of clients to Board websites as the preferable alternative to

- supplying hard copy information packages;
5. Use of email to communicate within HPRB and with Board and Committee members and health practitioners and other personnel, where appropriate;
 6. Circulation of electronic drafts for review, rather than providing hard copies; and
 7. Allocation of paper recycling containers at all workstations to divert paper from waste bins and landfill;

Where computer processing units, monitors and ancillary parts can no longer be used, the HPRB sends the equipment for recycling of the parts. However, no computers (CPUs) or monitors were sent for recycling during the reporting year.

6.7 National Registration System for Health Professionals

In April 2007 the Council of Australian Governments (COAG) announced that as part of its National Reform Agenda for Health it had agreed on a new national registration system for the registration of health professionals and the accreditation of their training and education programs. Implementation is scheduled for 2008.

The new scheme will initially cover nine health professions: medical practitioners, nurses and midwives, pharmacists, physiotherapists, psychologists, osteopaths, chiropractors, optometrists and dentists, including dental prosthetists. COAG advised that national registration should “support workforce responsiveness, flexibility, sustainability and innovation” and will also mean that health professionals will be able to practise across State and Territory borders without having to re-register. The introduction of a national registration scheme is expected to “improve workforce mobility, allowing health practitioners to move easily to a new State or to serve in times of emergency or provide locum services”.

Key features of the new arrangements include:

- a single consolidated scheme
- a new national professional board for each of the nine professions
- each profession will develop standards for its profession
- individual registration and accreditation decisions will remain the responsibility of the profession
- community representatives to play a key role in the scheme

Following the announcement of plans for a national registration scheme by COAG, the registration boards have been actively involved in providing specialised advice in relation to registration practices and issues in NSW. The boards also liaised with the professions in relation to the proposed scheme during COAG’s consultation phase.

PODIATRISTS REGISTRATION BOARD

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 \$196,891. This compares to the budgeted operating expenditure of \$159,464 (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 2007 to 30 June 2008 is as follows:-

	\$
INCOME	
Fees	114,149
Interest	<u>33,016</u>
Total	<u>147,165</u>
EXPENDITURE	
Salaries & Associated Staff Costs	91,857
Building Expenses	4,574
Subsistence & Transport	17,990
Members Fees	23,446
Fees for Service	59,611
Post & Communications	5,352
Printing & Stationery	2,062
Plant & Equipment	206
Education & Research	10,000
Miscellaneous	1,123
Depreciation	<u>1,582</u>
Total	<u>217,803</u>
Operations Deficit	<u>70,638</u>

4. EXPENSES

The 2007/2008 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

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

Quarter	Accounts paid on time		Less Than 30 days overdue (%)	Between 30 to 60 days overdue (%)	More than 90 days overdue (%)
	Target %	Actual %			
September	100.00	96.00	3.96	0.04	-
December	100.00	46.84	52.70	0.46	-
March	100.00	54.82	42.14	3.04	-
June	100.00	76.72	21.08	2.20	-

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	-	-
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 5.64%p.a. on its daily bank balances. In addition an average rate of interest of 6.09%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.
- 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 \$3.60 per copy (includes GST).



GPO BOX 12
Sydney NSW 2001

INDEPENDENT AUDITOR'S REPORT PODIATRISTS REGISTRATION BOARD

To Members of the New South Wales Parliament

I have audited the accompanying financial report of the Podiatrists Registration Board (the Board), which comprises the balance sheet as at 30 June 2007, and the income statement, statement of recognised income and expense and cash flow statement for the year then ended, a summary of significant accounting policies and other explanatory notes.

Auditor's Opinion

In my opinion, the financial report:

- presents fairly, in all material respects, the financial position of the Podiatrists Registration Board as of 30 June 2007, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations)
- is in accordance with section 41B of the *Public Finance and Audit Act 1983* (the PF&A Act) and the Public Finance and Audit Regulation 2005.

Board's Responsibility for the Financial Report

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the *members of the Board*, as well as evaluating the overall presentation of the financial report.

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

My opinion does *not* provide assurance:

- about the future viability of the Board,
- that they have carried out their activities effectively, efficiently and economically, or
- about the effectiveness of their internal controls.

Independence

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

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



M P Abood, CPA
Director, Financial Audit Services

22 October 2007
SYDNEY

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 2007 and transactions for the year then ended.
2. The statements have been prepared in accordance with the provisions of Australian Accounting Standards, Accounting Interpretations, the Public Finance and Audit Act, 1983, the Public Finance and Audit (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 2007**

	Notes	2007 \$	2006 \$
Revenue			
Registration Fees		114,149	111,762
Interest	3	35,675	30,580
Other Revenue			
Total Revenue		149,824	142,342
Expenses			
Operating Expenses	11(a)&(b)	139,355	139,026
Education & Research	12	-	10,000
Total Expenses		139,355	149,026
Profit/(loss) for the year		10,469	(6,684)

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

**PODIATRISTS REGISTRATION BOARD
BALANCE SHEET
AS AT 30 JUNE 2007**

	Notes	2007 \$	2006 \$
Current Assets			
Cash and Cash Equivalents	4	622,436	608,478
Receivables	5	2,627	2,430
Total Current Assets		<u>625,063</u>	<u>610,908</u>
Non Current Assets			
Furniture and Fittings	6(a)	4,257	5,592
Plant and Equipment	6(a)	644	168
Total Non Current Assets		<u>4,901</u>	<u>5,760</u>
Total Assets		<u>629,964</u>	<u>616,668</u>
Current Liabilities			
Payables	7	17,242	23,957
Fees in Advance		107,587	99,318
Provision for Personnel Services	6(b)	7,540	6,267
Total Current Liabilities		<u>132,369</u>	<u>129,542</u>
Total Liabilities		<u>132,369</u>	<u>129,542</u>
Net Assets		<u>497,595</u>	<u>487,126</u>
Equity			
Accumulated Funds	8(a) and (b)	<u>497,595</u>	<u>487,126</u>

The statement of financial position should be read in conjunction with the accompanying notes.

**PODIATRISTS REGISTRATION BOARD
STATEMENT OF RECOGNISED INCOME AND EXPENSE
FOR THE YEAR ENDED 30 JUNE 2007**

	Notes	2007 \$	2006 \$
Total Income and Expense Recognised Directly in Equity		-	-
Profit/(Loss) for the year		10,469	(6,684)
		<hr/>	<hr/>
Total Income and Expense Recognised for the Year	8(a) and 8(b)	<u>10,469</u>	<u>(6,684)</u>

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

**PODIATRISTS REGISTRATION BOARD
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2007**

	Notes	2007 \$	2006 \$
Cash flows from operating activities			
Receipts			
Fees		179,924	113,004
Interest received		35,508	31,608
Payments			
Operating Expenses		(143,398)	(130,454)
Transfer to E&R		(57,536)	-
Net cash flows from operating activities	9	14,498	14,158
Cash flows from investing activities			
Payments for plant and equipment		(540)	(127)
Proceeds from sales of plant and equipment		-	-
Net Cash Flows from investing activities		(540)	(127)
Net increase/(decrease) in cash held		13,958	14,031
Cash and cash equivalents at the beginning of the financial year		608,478	594,447
Cash and cash equivalents at the end of the financial year	4	622,436	608,478

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 2007

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 19th October 2007.

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 (AEIFRS)), 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. 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.

d. Capitalisation Thresholds

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

e. 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.

PODIATRISTS REGISTRATION BOARD

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

f. 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.

g. 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.

h. 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.

PODIATRISTS REGISTRATION BOARD

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

i. 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.

j. 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.

k. 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.

l. 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.

m. 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%

PODIATRISTS REGISTRATION BOARD

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

n. Accounting standards issued but not yet operative

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

- AASB 7 – Financial Instruments: Disclosure (issued August 2005)
- AASB 2005-10 – Amendments to Australian Accounting Standards (issued September 2005)
- AASB 8 – Operating Segments (issued February 2007)
- AASB 2007-3 – Amendments to Australian Accounting Standards (issued February 2007)
- AASB 101 (Oct 2006) – Presentation of Financial Statements (issued October 2006)
- AASB 123 – Borrowing Costs (issued June 2007)
- AASB 1049 – Financial Reporting of General Government Sectors by Governments (issued September 2006)
- AASB 2007-4 – Amendments to Australian Accounting Standards (issued April 2007)
- AASB 2007-5 – Amendments to Australian Accounting Standards (issued May 2007)
- Interpretation 4 – Determining whether an Arrangement contains a Lease (issued February 2007)
- Interpretation 10 – Interim Financial Reporting and Impairment (issued September 2006)
- Interpretation 11 – AASB 2 – Group and Treasury Share Transactions (issued February 2007)
- AASB 2007-1 – Amendments to Australian Accounting Standards (issued February 2007)
- Interpretation 12 – Service Concession Arrangements (issued February 2007)
- AASB 2007-2 – Amendments to Australian Accounting Standards (issued February 2007)
- Interpretation 129 – Service Concession Arrangements: Disclosures (issued February 2007)

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 2007.

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 2006/2007 an amount of \$57,536 was transferred (\$5,000 in 2005/2006).

**PODIATRISTS REGISTRATION BOARD
NOTES TO AND FORMING PART OF THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007**

3. INTEREST

	2007	2006
	\$	\$
Interest Income	<u>35,675</u>	<u>30,580</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 5.6%p.a. (5.04% p.a. in 2005/2006)

4. CASH AND CASH EQUIVALENTS

	2007	2006
	\$	\$
Cash at Bank	172,436	158,478
Negotiable Certificates of Deposit	<u>450,000</u>	<u>450,000</u>
Total	<u>622,436</u>	<u>608,478</u>

5. RECEIVABLES

	2007	2006
	\$	\$
Interest receivable	2,597	2,430
Workers Compensation	30	-
	<u>2,627</u>	<u>2,430</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.

**PODIATRISTS REGISTRATION BOARD
NOTES TO AND FORMING PART OF THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007**

7. PAYABLES

	2007	2006
	\$	\$
Salaries and Oncosts	5,640	5,193
General Purchases	11,602	18,764
Total	<u>17,242</u>	<u>23,957</u>

8(a) ACCUMULATED FUNDS (ADMINISTRATION)

	2007	2006
	\$	\$
Total accumulated funds at the beginning of the year	457,014	460,234
Profit/(Loss) for the year	<u>(49,726)</u>	<u>(3,220)</u>
Total accumulated funds at the end of the year	<u>407,288</u>	<u>457,014</u>

8(b) ACCUMULATED FUNDS (EDUCATION & RESEARCH)

	2007	2006
	\$	\$
Total accumulated funds at the beginning of the year	30,112	33,576
Profit/(Loss) for the year	<u>60,195</u>	<u>(3,464)</u>
Total accumulated funds at the end of the year	<u>90,307</u>	<u>30,112</u>

**PODIATRISTS REGISTRATION BOARD
NOTES TO AND FORMING PART OF THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007**

9. NOTES TO THE CASH FLOW STATEMENT

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

	2007	2006
	\$	\$
Profit/(Loss) for the year	10,469	(6,684)
Profit from sale of asset	(63)	-
Depreciation	1,462	1,409
(Increase)/Decrease in receivables	(197)	1,342
(Decrease)/increase in Provision for Personnel Services	1,273	(366)
(Decrease)/Increase in payables	(6,715)	17,530
Increase/(decrease) in fees in advance	8,269	927
Net cash provided by/(used in) operating activities	14,498	14,158

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 in note 11.

**PODIATRISTS REGISTRATION BOARD
NOTES TO AND FORMING PART OF THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007**

**11. EXPENDITURE ACCOUNTED FOR THROUGH THE HEALTH
ADMINISTRATION CORPORATION**

	2007 \$	2006 \$
Operating Expenses		
(a) Personnel Services		
Salaries & Associated Staff Costs	77,193	75,540
	<hr/>	<hr/>
(b) General Expenses		
Building Expenses	5,630	5,190
Subsistence & Transport	17,454	11,358
Members Fees	22,830	15,968
Fees for Service	5,959	8,298
Post & Communications	3,750	3,424
Printing & Stationery	2,008	2,291
Plant & Equipment	38	140
Miscellaneous	1,093	14,722
Audit Fees (allocation)	3,400	2,095
	<hr/>	<hr/>
Total General Expenses	62,162	63,486
	<hr/>	<hr/>
Total Operating Expenses	139,355	139,026
	<hr/> <hr/>	<hr/> <hr/>

12. EDUCATION AND RESEARCH EXPENSES

	2007 \$	2006 \$
Expenses		
Grants	-	10,000
	<hr/>	<hr/>
Total	-	10,000
	<hr/> <hr/>	<hr/> <hr/>

**PODIATRISTS REGISTRATION BOARD
NOTES TO AND FORMING PART OF THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007**

13. EDUCATION AND RESEARCH ACCOUNT

Activity on the Education and Research Account during 2006-07 is detailed below:

	2007 \$	2006 \$
Opening Bank Balance	29,974	33,448
Revenue		
Transfer from Operating Account	57,536	5,000
Revenue	2,358	1,526
Total Revenue	59,894	6,526
Expenses	-	10,000
Closing Bank Balance	89,868	29,974

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 AASB132, 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.

**PODIATRISTS REGISTRATION BOARD
NOTES TO AND FORMING PART OF THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007**

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

	2007	2006
	\$	\$
Cash at floating interest rates	172,436	158,478
Negotiable Certificates of Deposit at fixed rates	450,000	450,000
Receivables at non-interest bearing	2,627	2,430
Payables at non interest bearing	17,242	23,957

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 2006/2007 costs was \$ nil (\$ nil in 2005/2006).

16. SUBSEQUENT EVENTS

None to report.

17. CONTINGENT LIABILITIES

None to report.

18. COMMITMENTS

	\$ 2007	\$ 2006
Rental Charges		
Less than 1 year	4,553	4,332
Between 1 and 5 years	11,446	15,419
Later than 5 years	-	-
Total	<u>15,999</u>	<u>19,751</u>

The total commitments for 2006-07 include input tax credits of \$1,454 (\$1,796 in 2005-06).

**PODIATRISTS REGISTRATION BOARD
NOTES TO AND FORMING PART OF THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007**

19. BANK ACCOUNTS

The Board operates two bank accounts:

	\$ 2007	\$ 2006
Operating Account*	82,568	128,504
Education and Research Account	89,868	29,974
	172,436	158,478

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

During the year \$57,536 (\$5,000 in 2005-06) was transferred from the operating account to the Education and Research Account (Refer Note 13).

End of Audited Financial Statements

INDEX

Access.....	1	Management and Structure	2, 13
Administration	13	Membership	2
Aims and Objectives.....	1	National Registration System for Health Professionals	18
Annual Joint Meeting.....	5	NSW Department of Health Code of Conduct.....	15
Attendance at meetings.....	3	NSW Government Action Plan for Women.....	16
Australian and New Zealand Council of Registration Boards	5	NSW Podiatrists Registration Board Award.....	12
Board Inquiries	10	Ongoing Certification of “Good Character”	8
Brisbane – 16 February 2007	6	Organisational Chart.....	14
Charter	1	Overseas Training and Recognition of Qualifications.....	16
Code of Professional Conduct.....	8	Overseas Travel	12
Committees	3	Professional Currency Committee	7
Complaints Committee	9	Publications	12
Compliance	8	Registrar/Assistant Registrar	3
Consultancies.....	11	Registration Statistics	4
Convictions For Offences	10	Release of Register Details	4
Course Accreditation Committee.....	7	Removal from the Register	4
Court Action For Negligence Or Other Malpractice In The Provision Of Podiatry Services.....	10	Review of Operations	4
Education and Research	11	University of Western Sydney.....	5
Ethnic Affairs Priorities Statement....	15	Waste Reduction and Purchasing Policy (WRAPP).....	17
Fees	4	Website.....	7
Finance and Budget	20		
Freedom of Information	11		
Hobart – 11 August 2006	5		
Interpreter and Translation Services	16		
Legislative Change.....	11		