

ANNUAL REPORT

AND

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2008

ANNUAL REPORT

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2008

The Physiotherapists Registration Board was established under the provisions of the Physiotherapists Act 1950, and is maintained under the provisions of the Physiotherapists Act 2005 which became operational on 23 February 2007, to provide for the training, qualifications and registration of persons as physiotherapists, and the practice of physiotherapy and other matters incidental to those purposes.

1. STRUCTURE OF THE BOARD

Section 6 of the Physiotherapists Act 2005 provides for the Board to consist of eight (8) members appointed by the Minister, of whom six (6) are to be physiotherapists, one is to be a person who has knowledge of and experience in representing the interests of consumers, and one is to be a legal practitioner. The following is a list of the members of the Board and the terms under which they were appointed as at the 1 July 2007.

The members of the Board hold office for a period up to three (3) years and have been appointed pursuant to Section 6(1) of the Act.

Adjunct Associate Professor Kim Gibson (Presiding Member)
Physiotherapist appointed by the Minister for Health.

Professor Tony Wright (Deputy Presiding Member)
Physiotherapist appointed by the Minister for Health.

Mr Tim Benson
A consumer's representative appointed by the Minister for Health.

Ms Anna Ciffolilli
A legal practitioner appointed by the Minister for Health.

Ms Gwen Parry
Physiotherapist appointed by the Minister for Health.

Dr Shane Patman
Physiotherapist appointed by the Minister for Health.

Dr Margaret Potter
Physiotherapist appointed by the Minister for Health.

Mr Glenn Ruscoe
Physiotherapist appointed by the Minister for Health.

2. MEETINGS HELD

During the 2007/2008 financial year the Board met on ten (10) occasions. The following is a table of the attendance of the Board Members:

<u>Board Member</u>	<u>Meetings attended</u>
Adj Assoc Prof K Gibson (Presiding Member)	10
Prof A Wright	7
Mr T Benson	9
Ms A Ciffolilli	10
Ms G Parry	9
Dr S Patman	10
Dr M Potter	9
Mr G Ruscoe	10

The Registrar of the Board is Mr Kim Bradbury

The office of the Board is located at Level 2, 23 Richardson Street, South Perth, the hours of business are 8.30am to 5.00pm Monday to Friday, telephone number (08) 9368 2644, facsimile (08) 9368 2677, website www.prbwa.com.au, email enquiries@prbwa.com.au.

3. REGISTER

(a) General Register

Total on Register at 1 July 2007		2220
New applications	136	
Mutual Recognition	48	
Transfer from Temporary	36	
Restorations	<u>39</u>	
		<u>259</u>
		2479
Less: Removals		
- non-payment	177	
- Deceased	0	
- voluntary	151	
- Declined by Board	<u>0</u>	
		<u>328</u>
Total on Register at 30 June 2008		<u>2151</u>

(b) Conditional Register

Total on Register at 1 July 2007	19	
New applications	<u>83</u>	
		<u>102</u>
Removals	47	
Transfer to General	<u>36</u>	
		<u>83</u>
Total on Register at 30 June 2008		<u>19</u>

4. GENERAL

(a) Record Keeping Plan

The Board established a record keeping plan that complied with the provisions of State Records Act 2000.

In accordance with the State Records Act 2000, the Board is required to report its compliance with the Act.

Record management training is provided to new employees of the Registrar as part of their induction program. The Registrar conducts employee information sessions on an ad hoc basis to ensure all employees are aware of their roles and responsibilities with regard to compliance with the Board's Record Keeping Plan.

The efficiency and effectiveness of the Board's record keeping system has been evaluated and is to be evaluated no less than every five years and the training program is reviewed as required.

(b) Board Policies

The following policies have been adopted by the Board:

i) Cardio-respiratory Physiotherapy

On 30 October 2007 the Government Gazette amended Regulation 13 by inserting after "Cardiopulmonary Physiotherapist" "or Cardio-respiratory Physiotherapist".

ii) Recency of Practice

A Recency of Practice policy was implemented requiring practitioners who had not practised or maintained their knowledge of physiotherapy practices in the preceding five (5) years to be removed from the Register. Upon application for re-registration, the practitioner would be granted conditional registration, and required to undertake a practice audit or some form of refresher education before being granted full registration by the Board.

iii) Criminal screening

To assist in the protection of members of the public, the screening of criminal records will apply to:

- all currently registered physiotherapists;
- physiotherapists applying for restoration to the Register;
- new applicants for registration

Criminal screenings need to be no older than four (4) years. The forms of Australian police clearances acceptable to the Board included:

- Department of Health Criminal Screening
- Department of Education Criminal Screening
- National Police Clearance
- Working with Children Check

(d) Physiotherapists Amendment Regulations 2008

On 16 May 2008 the Government Gazette WA publicised the Physiotherapists Amendment Regulations 2008 which amended Regulation 5 of the Physiotherapists Regulations 2006. The amendment included Canadian qualifications acceptable for registration purposes in Western Australia conferred after 31 March 2000. These qualifications appeared under regulation 5(2).

Regulation 5(3) of the Physiotherapists Regulations 2006 was repealed.

(e) Complaints Assessment Committee (CAC)

The Complaints Assessment Committee (CAC), established in April 2007, met on nine occasions during the year ended 30 June 2008, with attendance as follows:

Ms G Parry (Chairperson)	8
Mr T Benson	8
Dr M Potter	9
Mr K Bradbury (Secretary)	9

As at the end of June 2008 the committee was conducting inquiries into three complaints against registered practitioners, and these were ongoing at that date.

The committee also conducted inquiries into two complaints received, resolving on the information available there was insufficient evidence to proceed further.

(f) Finance Committee

In December 2007 a Finance Committee was established to undertake a review of the submission presented to the Board for continuing administration services provided by Opal Point Holdings Pty Limited and Mr K Bradbury. This committee comprised:

Adj Assoc Prof K Gibson (Chairperson)	1
Mr G Ruscoe	2
Dr S Patman	2
Mr T Benson	2

Two meetings were held during the period to 30 June 2008, and on the recommendation of this committee, the Board resolved to engage the services of Mr Bradbury as Registrar with effect from 1 January 2008.

(g) Registration Committee

In May 2008 a Registration Committee was established for the purpose of ensuring all applications received complied with the requirements of the Act. This committee comprised:

The Presiding Member
Registrar

The Deputy Presiding Member and the Assistant Registrar were appointed to act respectively in their absence.

(h) Unregistered Committee

In March 2008 a committee was established to consider the methods by which the Board might deal with unregistered practitioners. This committee comprised:

Ms G Parry	2
Ms G Ruscoe	2
Mr T Benson	2

The Board met on two occasions during the period to 30 June 2008.

(i) Investigations

As at 30 June 2008, the Board was conducting inquiries into five complaints received against unregistered practitioners for possible breach of Sections 83 and 86 of the Physiotherapists Act 2005.

(j) Prosecutions

During the year to 30 June 2008, the Board initiated prosecution proceedings against two unregistered persons for practising physiotherapy whilst unregistered. Both cases were continuing at the end of the 2008 reporting period.

(k) Project Officer

Following the appointment of a project officer in the previous financial year to research recency of practice and professional indemnity insurance, the Board implemented a recency of practice policy (detailed above) for practitioners returning to the workforce following five years of away from the profession.

With regard to the professional indemnity insurance, the Board sought additional advice from its solicitors and from the Department of Health on the interpretation of the Act. From this advice - that the Act did not intend all registered physiotherapists to hold professional indemnity insurance - the Board resolved to seek an amendment to the Act to make this a requirement of annual renewal of registration.

(l) Board Workshop

At the commencement of 2008 the Board held a workshop to identify areas where improvements could be effected in areas including but not exclusive to:

- communication with practitioners, the public, government departments;
- raising awareness of obligations of practitioners regarding registration;
- recognition of specialists;
- postgraduate courses;
- upgrading of website;
- promotion of the practice of physiotherapy;
- pursue individuals in breach of the Act, and publicise successful prosecutions.

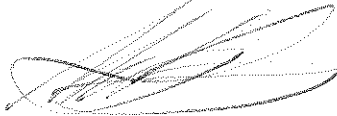
With the exception of one or two areas identified, all other issues had been addressed by the end of June 2008.

(m) Conference attendance

Ms Gibson represented the Board at the Australian Physiotherapy Council's Combined Meeting of Chairpersons and Registrars in Brisbane in Brisbane from 2 to 5 November 2007.

(n) Section 175ZE of the Electoral Act 1907

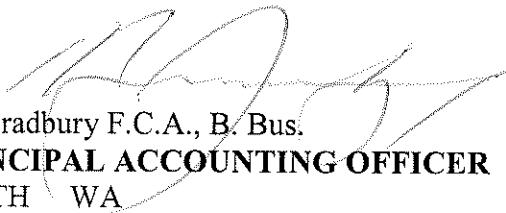
The Board made no expenditure in relation to advertising agencies, market research organisations, polling organisations, direct mail organisations and media advertising organisations.



**Adj Assoc Prof K Gibson
PRESIDING MEMBER**

STATEMENT OF PRINCIPAL ACCOUNTING OFFICER

To the best of my knowledge and belief, the attached accounts give a true and fair view of the state of affairs of THE PHYSIOTHERAPISTS' REGISTRATION BOARD OF WESTERN AUSTRALIA at 30 June 2008 and the result of the year ended on that date.



**K I Bradbury F.C.A., B. Bus.
PRINCIPAL ACCOUNTING OFFICER
PERTH WA**

PHYSIOTHERAPISTS REGISTRATION BOARD OF W.A.

**SPECIAL PURPOSE
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2008**



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INDEPENDENT AUDITOR'S REPORT

To the members of the Physiotherapists Registration Board of Western Australia

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of the Physiotherapists Registration Board of Western Australia, which comprises the balance sheet as at 30 June 2008, the income statement, and other explanatory notes.

Members Responsibility for the Financial Report

The members of the Physiotherapists Registration Board of Western Australia are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are appropriate to meet the requirements of the Physiotherapists Act 2005 and are appropriate to meet the needs of members. The members' responsibility also includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether it is due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the member. We conducted our audit in accordance with the Australian Auditing Standards. These Auditing Standards require that we 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 involved 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 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, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purposes of fulfilling the financial reporting under the Physiotherapists Act 2005. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

Auditor's Opinion

In our opinion the financial report presents fairly, in all material respects, the financial position of, the Physiotherapists Registration Board of Western Australia as of 30 June 2008 and of its financial performance for the period then ended in accordance with the accounting policies described in the financial statements.

SHAKESPEARE PARTNERS
Chartered Accountants



Leigh-Anne Meyerowitz
Auditor Registration Number : 279757
16 March 2009

PHYSIOTHERAPISTS REGISTRATION BOARD OF W.A.

BALANCE SHEET
FOR THE PERIOD ENDED 30 JUNE 2008

	30/06/08	30/06/07
	\$	\$
ACCUMULATED FUNDS		
Accumulated Funds - Beginning of Period	370,563	354,324
Excess of Expenditure Over Income	73,719	(16,239)
TOTAL ACCUMULATED FUNDS	<u>\$296,844</u>	<u>\$370,563</u>
Represented by:		
CURRENT ASSETS		
Cash Float	100	100
GST Due	3,445	4,327
Sundry Debtors	230	-
Cash at Bank	152,981	128,399
Investment - Challenge Bank	38,136	35,816
Investment - Challenge Bank No 16-1354	77,555	73,096
Investment - Challenge Bank No 52-3068	147,484	139,303
Investment - Challenge Bank	104,545	101,348
	<u>524,476</u>	<u>482,389</u>
TOTAL ASSETS	<u>524,476</u>	<u>482,389</u>
CURRENT LIABILITIES		
Fees Paid in Advance	162,088	85,125
Sundry Creditors & Accrued Charges	65,544	26,701
TOTAL LIABILITIES	<u>227,632</u>	<u>111,826</u>
NET ASSETS	<u>\$296,844</u>	<u>\$370,563</u>

PHYSIOTHERAPISTS REGISTRATION BOARD OF W.A.

PROFIT AND LOSS STATEMENT
FOR THE PERIOD ENDED 30 JUNE 2008

	30/06/08	30/06/07
	\$	\$
INCOME		
Registration Fees	10,538	83,850
Application Fees	13,500	8,050
Restoration Fees	648	1,920
Change of Name	660	315
Additional Qualifications	120	314
Certificates of Good Standing	675	315
2008 Renewals	84,450	-
2007 Renewals	85,088	-
	<hr/>	<hr/>
	195,679	94,764
EXPENDITURE		
Advertising Review	-	3,667
Audit Fees	1,500	1,230
APC Contribution	7,301	7,301
Bank Charges	1,036	1,595
Board Members Fees	33,840	4,331
Board Prize	1,800	1,200
Catering	94	71
Conference Expenses	9,977	145
General Expenses	302	-
Legal Costs	41,114	13,168
Merchant Fees	2,301	560
Postage	8,775	2,284
Printing & Stationery	11,309	2,405
Secretarial & Administration Costs	167,986	52,087
Website Annual Fees	997	92
Telephone	1,596	762
	<hr/>	<hr/>
	289,928	90,898
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	(94,249)	3,866
OTHER INCOME		
Interest Received	20,271	12,178
Sundry Income	259	195
	<hr/>	<hr/>
	20,530	12,373
	<hr/>	<hr/>
EXCESS OF EXPENDITURE OVER INCOME	<hr/>	<hr/>
	\$73,719	(\$16,239)
	<hr/>	<hr/>

PHYSIOTHERAPIST'S REGISTRATION BOARD OF WESTERN AUSTRALIA

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2008**

1 STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared for use by the Board. Members of the Board have determined that the Board is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the following Australian Accounting Standards:

AAS 5:	Materiality
AASB 1018:	Statement of Financial Performance
AAS 8:	Events Occurring after Reporting Date

No other applicable Australian Accounting Standards, Urgent Issues Group Consensus Views of other applicable pronouncements of the Australian Accounting Standards Board have been applied.

The financial report is also prepared on an accruals basis and is based on historic cost and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report.

Income Tax

The Board is not liable for income tax.

Investments

Investments are brought to account at cost. Interest is brought to account when received.

Goods and Services Tax (GST)

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

GST is not receivable on fees prescribed by the Act and Regulations.