



**Australian and New Zealand Podiatry
Accreditation Council Inc**

**ANNUAL REPORT YEAR ENDED
30 JUNE 2009**



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31 July 2009

To All Stakeholders

I have pleasure in presenting the first Annual Report of the Australian and New Zealand Podiatry Accreditation Council Inc (ANZPAC) for the twelve (12) months ended 30 June 2009.

I wish to thank the Executive Officer and staff for the diligent and professional manner in which they have provided services and support to the Council.

**JASON WARNOCK
CHAIRPERSON**

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1 CHARTER

The Australian & New Zealand Podiatry Accreditation Council Inc (“**ANZPAC**”) was incorporated in South Australia on 16 April 2008.

ANZPAC is an independent body comprising members consisting of the eight State / Territory Podiatry Registration Boards in Australia and New Zealand. The Board of Management comprises registered podiatrists (nominated by the Registration Boards), nominees from the professional association (Australasian Podiatry Council and Podiatry New Zealand), nominees from the educational institutions offering podiatric programs and community representation.

The purpose of ANZPAC is to assess and accredit podiatric education programs that aim to graduate persons who are eligible for registration as a podiatrist in Australia and to assess the suitability of overseas trained podiatrists to practice in Australia.

In consideration of the Trans Tasman Mutual Recognition Agreement, the Constitution and processes of ANZPAC include stakeholder representation from New Zealand to ensure collaboration and uniformity.

2 OBJECTS

Consistent with its purpose, the objects of ANZPAC are to:

- a) Assess for the purpose of granting accreditation to, programs leading to eligibility for registration as a podiatrist.
- b) Advise and make recommendations relating to the podiatry registering authorities (or successor body / bodies) relating to the accreditation status to be granted to a podiatric program.
- c) Advise and make recommendations relating to the podiatry registering authorities (or successor body / bodies) and other relevant interest groups on accreditation and competency matters concerning the registration of podiatrists.
- d) Develop, review and maintain accreditation standards and processes to assess podiatric entry-level programs.
- e) Develop and implement an overseas skills assessment process to ensure the knowledge and clinical skills of overseas trained podiatrists is of an equivalent standard of registered podiatrists in Australia.
- f) Provide information and advice to government concerning the adequacy of a person’s skills in the field of podiatry for the purposes of migration to Australia.
- g) Provide information and advice to the Australian Government relating to law and policy concerning the accreditation and competency requirements for the registration of podiatrists.
- h) Establish and maintain relationships with bodies or organisations having objects and functions in whole or in part similar to the objects and functions of ANZPAC.

3 HISTORY

A brief history of the formation of ANZPAC is as follows:-

- a) At a meeting of ANZCPRB (Australian & New Zealand Council of Podiatry Registration Boards – also known as the “joint Registration Boards meeting”) held in Hobart, Tasmania on 7 May 2007, a working party proposed the following recommendations:
- The Registration Boards support the establishment of an independent National Accreditation body with the prime objective of providing expertise to the Registration Boards in the accreditation of podiatry courses. The structure being similar to most of the other 9 independent Health Professional Accreditation Councils involved in the National Registration and Accreditation Scheme.
 - The Boards fund the establishment and initial operations of the National body.
 - A sub-committee be formed to establish the body as soon as practicable.

ANZCPRB supported the recommendations and communicated this to representatives of the Boards, Educators and the Profession who attended a meeting later the same day. The Boards were asked to provide feedback on these recommendations to the next meeting of ANZCPRB (joint Boards).

- b) At the joint Boards meeting held in Melbourne on 26 October 2007 a sub-Committee was formed to develop a Constitution for a national accreditation body and obtain the agreement of the Registration Boards to the Constitution and funding arrangements.
- c) The Australian and New Zealand Podiatry Accreditation Council (ANZPAC) was formed in December 2007 and held its inaugural meeting in Adelaide on 15 February 2008.
- d) The Constitution and Rules of ANZPAC were incorporated in South Australia on 16 April 2008.
- e) On 5 March 2009 the Ministerial Council agreed that ANZPAC be assigned the accreditation functions for the Podiatry Board of Australia under the National Registration and Accreditation Scheme for Health Professions.

This assignment of accreditation functions is a transitional measure and will be for a period of three years from 1 July 2010. It is subject to the requirement to meet standards and criteria set by the national agency for the establishment, governance and operation of external accreditation bodies, within the first 12 months of the scheme.

CHANGES TO CONSTITUTION AND RULES

January 2009 Various changes to allow External Advisory Members on the Board of Management to have equal voting rights on the Council and to provide increased representation from the Australasian Podiatry Council and consumers.

April 2009 Various changes to allow for proxies to attend Board of Management meetings, thus eliminate the need to appoint deputies.

4 MEMBERSHIP

The following organisations are members of ANZPAC:

- the Podiatry Board of South Australia;
- the New South Wales Podiatrists Registration Board;
- the Podiatrists Registration Board of Victoria;
- the Podiatrists Registration Board of Tasmania;
- the Podiatrists Board of Western Australia;
- the Podiatrists Board of Queensland;
- the ACT Podiatrists Board;
- the Podiatrists Board of New Zealand,

or each of their successors in law.

The member organisations assist with the funding of ANZPAC.

5 BOARD OF MANAGEMENT

The Board of Management consists of Board members from the following organisations:-

- a) Each of the eight Member Organisations may nominate one registered podiatrist:

QLD	Mr Jason Warnock	Chairperson
SA	Dr Rolf Scharfbillig	Deputy Chairperson
NSW	Dr Paul Tinley	Treasurer
VIC	Dr Mark Gilheany	
TAS	Mr David McKay	
NZ	Ms Michele Garrett	
WA	Dr Jennifer Bryant	
ACT	Ms Helen Matthews	

Appointments are from 22 August 2008 for a period of 3 years.

- b) Two registered podiatrists nominated by the Australasian Podiatry Council:

Mr Trent Johnston

Mr Greg McCluney

Appointments are from 6 February 2009 for a period of 3 years.

- c) One registered podiatrist nominated by Podiatry New Zealand:
 Ms Alexandra Noble-Beasley
 Appointments are from 6 February 2009 for a period of 3 years.
- d) Two registered podiatrists employed to lecture in podiatric education programs nominated by tertiary institutions offering podiatric education programs in Australia and/or New Zealand:
 Dr Adam Bird La Trobe University, Victoria
 Dr Daniel Poratt AUT University, Auckland, NZ
 Appointments are from 17 October 2008 for a period of 3 years.
- e) Two persons as community representatives:
 Ms Joan Russell
 Ms Fiona Oliver
 Appointments are from 6 February 2009 for a period of 3 years.

Each member of the Board of Management has equal voting rights - 15 in total.

6 OVERSEAS QUALIFICATIONS ASSESSMENT COMMITTEE (OQAC)

The terms of reference and structure are as follows:

- a) Terms of Reference
 To oversee the conduct of assessments, and make recommendations to ANZPAC on matters concerning the competency of overseas trained podiatrists leading to registration in Australia.
- b) Membership Structure
- 1) At least two members from the ANZPAC Board of Management, which should include the Chair or Deputy Chair of ANZPAC (not both).
 - 2) At least two academics who are Program Directors (or other qualified academics at the discretion of the Board of Management) of institutions offering podiatric education programs.
 - 3) At least one registered podiatrist who is a current practitioner with a breadth of practice experience.
 - 4) At least one community representative.
- At least 50% of appointments must be registered podiatrists and one person must be from New Zealand.
- c) Role
- 1) To evaluate applications from overseas trained podiatrists for suitability to practice in Australia and New Zealand.

- 2) To recommend to the Board of Management of ANZPAC the most appropriate method of evaluation of overseas trained podiatrists to ensure they are appropriately qualified to safely practice in Australia and New Zealand.
- 3) To undertake an assessment of the evaluation criteria on an annual basis or as required and provide the Board of Management of ANZPAC with any recommendations for amendments.
- 4) To manage the relevant appeals process and report to the Board of Management of ANZPAC.
- 5) To manage and conduct the business affairs of the OQAC.
- 6) To review the relevant schedule of fees for the evaluation process and make appropriate recommendations to the Board of Management of ANZPAC for variations.

Appointments to the Committee are expected to be made in August 2009.

7 ACCREDITATION COMMITTEE

The terms of reference and structure are as follows:

a) Terms of Reference

To make recommendations to ANZPAC on matters concerning the accreditation of undergraduate and post-graduate training of podiatrists.

b) Membership Structure

- 1) At least two members from the ANZPAC Board of Management which should include the Chair or Deputy Chair of ANZPAC (not both).
- 2) At least two academics who are Program Directors (or other qualified academics at the discretion of the Board of Management) of institutions offering podiatric education programs, one from Australia and one from New Zealand.
- 3) At least one registered podiatrist who is a current practitioner with a breadth of practice experience.
- 4) At least one community representative.

At least 50% of appointments must be registered podiatrists.

c) Role

The “Accreditation Standards and Procedures for Podiatry Programs for Australia and New Zealand” document will guide the Committee.

- 1) To assess and recommend to the ANZPAC Board of Management podiatric undergraduate and post-graduate courses in Australia (and New Zealand if applicable) which aim to prepare individuals for registration as a podiatrist.
- 2) To recommend to the ANZPAC Board of Management how to implement processes for the accreditation of podiatry programs.
- 3) To recommend to the ANZPAC Board of Management any changes required to the document “Accreditation Standards and Procedures for Podiatry Programs for Australia and New Zealand”.

- 4) To appoint appropriate Assessment Teams.
- 5) To manage and prepare timetables for the Assessment Teams.
- 6) To manage and conduct the business affairs of the Accreditation Committee.
- 7) To manage the appeals process.

Appointments to the Committee are expected to be made in August 2009.

8 EXECUTIVE COMMITTEE

The Executive Committee comprises:-

- Mr Jason Warnock Chairperson
- Dr Rolf Scharfbillig Deputy Chairperson
- Dr Paul Tinley Treasurer

The Executive Committee conducts the business of ANZPAC between meetings of ANZPAC as directed by the Board of Management. The Board of Management may confer upon the Executive Committee any of the powers exercisable by the Board of Management.

9 BOARD OF MANAGEMENT MEETINGS

The Board of Management held **six (6)** meetings during the establishment year:

22 August 2008	Canberra, ACT (included AGM)
17 October 2008	Teleconference
16 January 2009	Teleconference
6 February 2009	Teleconference
27 February 2009	Perth, WA
4 June 2009	Teleconference

Attendance at meetings was as follows (not including observers or deputies):

J Warnock (Chair)	6	A Bird (from October 2008)	3
R Scharfbillig (Deputy Chair)	4	D Poratt (from October 2008)	3
P Tinley (Treasurer)	5	G McCluney (from Feb 2009)	1
M Gilheany	6	T Johnston (from Feb 2009)	1
D McKay	6	J Russell (from Feb 2009)	1
M Garrett	5	F Oliver (from Feb 2009)	1
H Matthews	4	A Noble-Beasley (from Feb 2009)	1
J Bryant	4		

10 ADMINISTRATION

On 15 February 2008 the Council entered into an agreement with a consultant to provide all administrative services to the Council and its Committees.

The following persons provide these services:

- Peter Martin, JP Executive Officer/Consultant
- Trisha Bird Executive Assistant

Office hours are from Monday to Friday, 9:00 am to 5:00 pm, closed from 12:30 pm to 1:30 pm. The office is located at 16 Norma Street, Mile End, South Australia.

11 WEBSITE

The Council has established a comprehensive website at the address *www.anzpac.org.au*.

The website contains information about:

- ANZPAC, Board of Management and Standing Committees
- Podiatry in Australia and New Zealand
- Registration and National Registration and Accreditation
- Course Accreditation
- Overseas Assessment
- Various publications and policies

Any person who does not have access to the internet can contact the office of the Council to obtain these documents.

The website is updated regularly and has many links to associated web sites nationally and internationally.

12 PUBLICATIONS / POLICIES

The following publications/policies appear on the Council's website:

- Strategic Plan 2009/2010
- Accreditation Standards & Procedures for Podiatry Programs in Australia & NZ - ANZPAC 2009
- Australian and New Zealand Podiatry Accreditation Project – Report to ANZPAC July 2008.
- ANZPAC Podiatry Competency Standards for Australia and New Zealand – March 2009 Consultation document.
- ANZPAC Podiatry Competencies – Report to ANZPAC February 2009.

The following publications / policies will be considered by the Board of Management at its August 2009 meeting:

- Assessment of Overseas Qualifications project report
- Privacy Policy
- Guidelines on Conflict of Interest
- Guidelines on Confidentiality

13 ACCREDITATION OF PODIATRY PROGRAMS

The following programs are soon to be reviewed for accreditation:

- Bachelor of Podiatry – University of South Australia
- Bachelor of Podiatric Medicine – University of Western Australia
- Bachelor of Podiatry – University of Newcastle
- Bachelor of Podiatry – La Trobe University
- Bachelor of Podiatry – Charles Sturt University
- Bachelor of Health Science/Master of Podiatric Medicine – University of Western Sydney
- Bachelor of Health Science (Hons)/Master of Podiatric Medicine
- Master of Podiatric Medicine
- Bachelor of Health Science (Podiatry) – Queensland University of Technology

14 FORUM OF AUSTRALIAN HEALTH PROFESSIONS COUNCILS

ANZPAC is a member of the Forum of Australian Health Professions Councils which comprises the following national accreditation Councils assigned (by the Ministerial Council) the accreditation functions for the National Boards of Australia under the National Registration and Accreditation Scheme for health professions (apart from nursing).

- Australian Dental Council
- Australian Medical Council
- Australian Nursing and Midwifery Council
- Australian Pharmacy Council
- Australian Physiotherapy Council
- Australian Psychology Accreditation Council
- Council on Chiropractic Education Australasia
- Optometry Council of Australia and New Zealand
- Australian Osteopathic Council
- Australian and New Zealand Podiatry Accreditation Council

The purpose of the Forum is:

- 1) To work together on issues of national importance to the regulated health professions.
- 2) To identify areas of common interest and concern in relation to the regulated health professions.
- 3) To work toward a position of consensus on identified issues and concerns.
- 4) To take joint action in areas of importance to the regulated health professions.
- 5) To develop joint position statements which provide recommended policy directions for governments and other relevant stakeholders.

The collective expertise of the Councils is in:

- Setting educational standards for health professionals to develop safe and competent practitioners able to adapt to changes in professional practice over time.
- Encouraging improvements in the education and training of health professionals to respond to evolving health needs and practices.
- Assessing and accrediting education programs.
- Assessing overseas qualified practitioners.
- Collaborating and consulting with a wide range of stakeholder bodies and actively engaging members of their profession in the regulation of professional practice.
- Regional and international developments, capacity building and partnerships.

The website for the Forum is:

<http://healthprofessionscouncils.org.au>

Meetings attended:

- | | |
|------------------------------|-------------------------------------|
| 11 December 2008 (Melbourne) | – Mr P Martin |
| 3 April 2009 (Canberra) | – Mr P Martin and Dr R Scharfbillig |
| 23 June 2009 (Melbourne) | – Mr P Martin and Dr A Bird |

15 NATIONAL REGISTRATION AND ACCREDITATION SCHEME

On 26 March 2008 the Council of Australian Governments (COAG) signed an Intergovernmental Agreement (IGA) for a National Registration and Accreditation Scheme for the Health Professions, which will commence on 1 July 2010.

The agreement will establish a single national registration and accreditation scheme for health professionals, beginning with the ten professions currently registered in all or nearly all jurisdictions. That is, podiatry, physiotherapy, optometry, nursing and midwifery, chiropractic, pharmacy, dental care (dentists, dental hygienists, dental prosthetists and dental therapists), medicine, psychology and osteopathy.

The National Board for Podiatry will be called the Podiatry Board of Australia.

From 1 July 2012, Aboriginal and Torres Strait Islander health practitioners, Chinese medicine practitioners and medical radiation practitioners will be regulated under the scheme.

To implement the scheme, national Law will be introduced in the Queensland Parliament in two stages. The first stage covers the provisions of the COAG Agreement and was introduced in the Queensland Parliament on 29 October 2008 and the Health Practitioner Regulation (Administrative Arrangements) National Law Act 2008 was assented to on 25 November 2008.

The second stage, known as Exposure draft 'Bill B', is to be introduced in the Queensland Parliament in the second half of 2009. Bill B will cover the details of registration and accreditation arrangements, complaints and enforcement arrangements, privacy and information sharing arrangements, as well as other matters.

This Bill was released for comment on 12 June 2009. Following passage in the Queensland Parliament, draft legislation will be introduced in all Parliaments across Australia to adopt the new National Law (Bill 'C'). ANZPAC has lodged a submission supporting that the Podiatry profession be included in Section 12 of the Bill as a health profession for which specialist recognition operates.

The National Health Workforce Taskforce website www.nhwt.gov.au/natreq.asp carries all policy papers as they are issued as well as calls for nominations, submissions, Ministerial statements and information sheets on the new scheme and the implementation process.

The Council is pleased that its accreditation functions will be independent of governments. ANZPAC will recommend to the Podiatry Board of Australia the courses and training programs it has accredited and that it considers have met the requirements for registration as a podiatrist.

The Ministerial Council will have powers to act, for instance, where it believes that changes to an accreditation standard (eg changes to clinical practice hours) would have a significantly negative effect.

16 PROJECTS

The Council has engaged the services of Dr Susanne Owen from Owen Educational Consultancy to undertake three major projects:

a) Accreditation Standards & Procedures Project

This project focused on evaluating and reporting on various accreditation models in Australia and New Zealand and considering future directions for podiatry. A document was also produced outlining five (5) broad accreditation standards in the structure and process of podiatry education:

- Governance context
- Students
- Curriculum and Assessment
- Educational Resources
- Program Evaluation

These standards were accepted as draft documents on 27 February 2009 and stakeholders were invited to provide comments by the 31 June 2009. The final version will be considered by the Board of Management at its meeting in Auckland, NZ on 28 August 2009.

b) Competency Standards Project

The purpose of this project was to review the existing Australian and New Zealand competencies for podiatry and to establish a unified and updated competencies package to the profession. A document was also produced outlining eight (8) minimum requirements in key outcome areas for all podiatrists in Australia and New Zealand:

Standard 1	Practice Podiatry in a Professional Manner
Standard 2	Continue to Acquire and Review Knowledge for Ongoing Clinical and Professional Practice Improvement
Standard 3	Communicate and Interrelate Effectively in Diverse Contexts
Standard 4	Conduct Patient/Client Interview and Physical Examination
Standard 5	Analyse, Interpret and Diagnose
Standard 6	Develop a Patient/Client focussed Management Plan
Standard 7	Implement and Evaluate a Management Plan
Standard 8	Provide Education and Contribute to an Effective Health System

The Council welcomed valuable input into this project from Dr P Tinley, Dr S Jones, Ms N Frescos, Dr A Raspovic, Mr S Tucker, Dr L Reed, Dr D Poratt, Mr G McCluney, Dr M Gilheany, Ms H Banwell, Ms M Garrett and Mr D McKay.

These standards were accepted as draft documents on 27 February 2009 and stakeholders were invited to provide comments by the 31 June 2009. The final version will be considered by the Board of Management at its next face-to-face meeting in New Zealand on 28 August 2009.

c) Assessment Process for Overseas-Trained Podiatrists

This project involved:

- A review of the current operational aspects and outcomes for the assessment of overseas-trained podiatrists.
- A review of the assessment process used by other recognised health professional accrediting authorities.
- Recommendations for the future, given that ANZPAC is the recognised accreditation and overseas assessment authority.

A draft of this project will be considered by the Board of Management at its next face-to-face meeting in New Zealand on 28 August 2009.

The Council wishes to sincerely thank Dr Owen for her efforts in producing very comprehensive and informative reports in the areas above.

17 FINANCES

The Council recorded an operating surplus of \$6,551.00 for the 2008/2009 financial year and as at 30 June 2009 had total equity of \$44,425.00.

The Council is registered for GST and has an ABN – 91 454 059 309.

The accounts of the Council have been audited and the financial statements for the year ended 30 June 2009 together with accompanying notes and the audit report appear as follows:

**AUSTRALIAN AND NEW ZEALAND PODIATRY
ACCREDITATION COUNCIL INC**

INCOME STATEMENT FOR YEAR ENDED 30 JUNE 2009

	Note	2009 \$	2008 \$
REVENUES FROM ORDINARY ACTIVITIES			
Member Contributions	3	83,751	55,002
Interest		153	31
		<hr/>	<hr/>
Total Revenues from ordinary activities		83,904	55,033
		<hr/>	<hr/>
EXPENSES FROM ORDINARY ACTIVITIES			
Projects	4	34,812	7,000
Consultant Service Fee	5	30,000	10,000
Administrative Expenses	6	6,983	159
Rent	7	3,000	0
Consultative Forums	8	1,428	0
Board Member Expenses	9	1,130	0
		<hr/>	<hr/>
Total Expenses from ordinary activities		77,353	17,159
		<hr/>	<hr/>
OPERATING SURPLUS/(LOSS)		6,551	37,874
		<hr/> <hr/>	<hr/> <hr/>

**AUSTRALIAN AND NEW ZEALAND PODIATRY
ACCREDITATION COUNCIL INC**

BALANCE SHEET AS AT 30 JUNE 2009

	2009	2008
	\$	\$
CURRENT ASSETS		
Cash at Bank	48,568	42,214
Receivables	4,360	700
	<hr/>	<hr/>
Total Current Assets	52,928	42,914
	<hr/>	<hr/>
TOTAL ASSETS	52,928	42,914
CURRENT LIABILITIES		
Accounts Payable & Accruals	8,503	5,040
	<hr/>	<hr/>
Total Current Liabilities	8,503	5,040
	<hr/>	<hr/>
TOTAL LIABILITIES	8,503	5,040
	<hr/>	<hr/>
NET ASSETS	44,425	37,874
	<hr/> <hr/>	<hr/> <hr/>
EQUITY		
Accumulated Surplus	37,874	0
Current Year Surplus/(Loss)	6,551	37,874
	<hr/>	<hr/>
TOTAL EQUITY	44,425	37,874
	<hr/> <hr/>	<hr/> <hr/>

**AUSTRALIAN AND NEW ZEALAND PODIATRY
ACCREDITATION COUNCIL INC**

NOTES TO & FORMING PART OF THE FINANCIAL STATEMENTS

1 COUNCIL FORMATION AND OBJECTIVES

The Australian & New Zealand Podiatry Accreditation Council Inc (“**ANZPAC**”) was incorporated in South Australia on 16 April 2008.

The ANZPAC is an independent body comprising members consisting of the eight (8) State / Territory Podiatry Registration Boards in Australia and New Zealand. The Board of Management comprises registered podiatrists (nominated by the Registration Boards), nominees from the professional associations (Australasian Podiatry Council and Podiatry New Zealand), nominees from the educational institutions offering podiatric programs and community representation.

The primary objects of ANZPAC are to:

- Assess for the purpose of granting accreditation to programs leading to eligibility for registration as a podiatrist.
- Advise and make recommendations to the podiatrist registering authorities (or successor body/bodies) and other relevant interest groups on matters concerning the registration of podiatrists.
- Assess the suitability of overseas-trained podiatrists to practise in Australia.
- Provide information and advice to government concerning the adequacy of a person’s skills in the field of Podiatry for the purposes of migration to Australia.
- Provide information and advice to government relating to law and policy concerning the registration of podiatrists.

ANZPAC has been assigned the accreditation functions for the Podiatry Board of Australia under the National Registration and Accreditation Scheme for Health Professions.

2 SIGNIFICANT ACCOUNTING POLICIES

The Financial Statements have been prepared in accordance with Statements of Accounting Concepts and appropriate Australian Accounting Standards.

The accounts have been prepared on the basis of historical cost and do not take into account changing money values. The accounting policies have been consistently applied unless otherwise stated.

**AUSTRALIAN AND NEW ZEALAND PODIATRY
ACCREDITATION COUNCIL INC**

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (Cont)

3 MEMBER CONTRIBUTIONS

Member contributions are based on a dollar value per registrant given any shortfall in an approved operating budget and charged to the member organisations (Registration Boards).

	2009	2008
	\$	\$
New South Wales	24,310	14,748
Victoria	22,610	15,130
Queensland	12,240	7,641
Western Australia	7,735	5,551
South Australia	8,160	5,308
New Zealand	5,721	4,600
Tasmania	1,870	1,281
Australian Capital Territory	1,105	743
	<u>83,751</u>	<u>55,002</u>

4 PROJECTS

Costs associated with projects involving accreditation standards and competency standards including the travel and accommodation expenses of all who participated. The project officer Ms S Owen from Owen Educational Consultants was paid (or reimbursed) an amount of \$28,693.

5 CONSULTANT SERVICE FEE

The Council has entered into an agreement (expiring 30 June 2010) with a Consultant to provide all administrative and financial services to ANZPAC.

6 ADMINISTRATIVE EXPENSES

	2009	2008
	\$	\$
Insurance	2,199	0
Website	2,100	0
Telephone	860	0
Audit	700	0
Postage	379	0
Stationery	354	0
Printing	229	0
Sundries	162	159
	<u>6,983</u>	<u>159</u>

**AUSTRALIAN AND NEW ZEALAND PODIATRY
ACCREDITATION COUNCIL INC**

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (Cont)

7 RENT

The Chiropractic and Osteopathy Board of South Australia charged a nominal rent of \$250/month for use of part of their premises.

8 CONSULTATIVE FORUMS

Costs primarily associated with expenses of the Executive Officer attending conferences / seminars in Melbourne on 6 March 2009 (AMC Workshop on overseas assessment), in Sydney on 11 October 2008 (meeting with APodC) and in Canberra on 3 April 2009 (Forum of Australian Health Professions Councils).

9 BOARD MEMBER EXPENSES

Costs associated with part payment of expenses for Board Members attending meetings interstate / overseas.

10 RECONCILIATION OF OPERATING SURPLUS TO NET CASH PROVIDED BY OPERATING ACTIVITIES

	2009	2008
	\$	\$
Operating Surplus / (Loss)	6,551	37,874
Changes in Assets and Liabilities		
(Increase) Decrease in Receivables	(3,660)	(700)
Increase (Decrease) in Accounts Payable & Accruals	3,463	5,040
	<hr/>	<hr/>
Net Cash (used in) provided by Operating Activities	6,354	42,214
	<hr/> <hr/>	<hr/> <hr/>

**AUSTRALIAN AND NEW ZEALAND PODIATRY
ACCREDITATION COUNCIL INC**

CERTIFICATE

In our opinion:

- a) The foregoing Income Statement and Balance Sheet, and notes thereto present fairly, in accordance with Australian Accounting Standards, the financial position of the Australian and New Zealand Podiatry Accreditation Council Inc (ANZPAC) as of 30 June 2009 and the results of its operations for the year then ended; and

- b) Internal controls over financial reporting have been effective throughout the year.



**J WARNOCK
CHAIRPERSON**



**P J MARTIN
EXECUTIVE OFFICER**

**AUSTRALIAN AND NEW ZEALAND PODIATRY
ACCREDITATION COUNCIL INC**

AUDIT REPORT

INDEPENDENT AUDIT REPORT OF

Australian and New Zealand Podiatry Accreditation Council Inc

Scope

We have audited the attached cash financial statements of Australian and New Zealand Podiatry Accreditation Council Incorporated for the period 1 July 2008 to 30 June 2009. We have conducted an independent audit of these financial statements in order to express an opinion on it to the Committee.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures include examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements, so as to present a view which is consistent with our understanding of Australian and New Zealand Podiatry Accreditation Council Incorporated's financial position, the results of its operations and its cash flows. Our audit was limited to the verification of the reported figures in the financial statements. No compliance testing of internal controls and procedures was performed.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion, the financial statements:

- (1). Give a true and fair view of the actual cash receipts and expenditure of the funds of the Australian and New Zealand Podiatry Accreditation Council Incorporated for the period 1 July 2008 to 30 June 2009;
- (2). Comply with Australian Accounting Standards and;
- (3). Is in accordance with the Council Formation and Objectives of the Australian and New Zealand Podiatry Accreditation Council Incorporated, and namely that the funds paid to the Incorporation were expended for the purpose defined in the Agreement.

Auditor: Frank Scarfo CPA.....

Dated: 6 / 8 / 09

Firm: ODV Accountants and Financial Services
61 Henley Beach Road
Mile End SA 5031