

# **PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA**

## **ANNUAL REPORT**

### **FOR THE YEAR ENDED 31 DECEMBER 2007**

#### **1. ESTABLISHMENT OF THE BOARD**

The Physiotherapists' Registration Board of Tasmania is established under the provisions of the Physiotherapists' Registration Act 1999 to exercise the powers, authorities, duties and functions imposed by the Act.

#### **2. BOARD ROLE AND FUNCTION**

Section 9 of the Physiotherapists Registration Act 1999 lists the objectives of the Board as being:

- a. ensure that the services that physiotherapists provide to the public are of the highest possible standard; and
- b. ensure that physiotherapists practise according to the highest professional standard; and
- c. guard against unsafe, incompetent and unethical practices by physiotherapists.

Section 6 of the Physiotherapists Registration Act 1999 states that the Board has the following functions:

- a. to administer the scheme of registration under Part 3;
- b. to monitor the standard and provision of the services that physiotherapists provide in this State;
- c. to investigate complaints and, as necessary, undertake disciplinary action against physiotherapists;
- d. to prosecute offences against this Act;
- e. to monitor standards of education and training in physiotherapy;
- f. to advise the Minister on matters relating to this Act;
- g. such other functions as are imposed on the Board by this or any other Act or as may be prescribed.

# PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA

## 3. BOARD MEMBERSHIP IN 2007

Membership of the Board is prescribed under Section 6(1) of the Act. Three members are registered physiotherapists nominated by the Minister from a list of names provided by such bodies representing the professional interests of physiotherapists as the Minister determines; and two members, who are not physiotherapists, nominated by the Minister.

During 2007 there were no changes to membership of the Board.

Mr P Shinkfield remained Chair of the Board as appointed by the Minister.

The members of the Board at the date of this report are as follows:

Mr Paul Shinkfield (Chair), physiotherapist  
Mrs Margaret Archer, physiotherapist  
Ms Simone Bingham, consumer representative  
Ms Janet Millner, physiotherapist  
Mr Malcolm Upston, consumer representative

## 4. MEETINGS

Meetings have been convened when required and attendance by the Board is as follows:

During the period 1 January 2007 to 31 December 2007, six Board meetings were held with attendance by Board members as follows:

<b>Board Members</b>	<b>Meetings held whilst a Board Member</b>	<b>Meetings Attended</b>
Mr P Shinkfield	6	6
Mrs M Archer	6	6
Ms S Bingham	6	4
Ms J Millner	6	4
Mr M Upston	6	6

## PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA

### 5. ADMINISTRATION

The Registrar of the Board is Mr G Luckman.

#### 5.1 Contact Details:

Business : Level 2, 24 Murray Street  
Hobart Tas 7000  
Postal : GPO Box 792  
Hobart Tas 7001  
Telephone: (03) 6224 9331  
Facsimile: (03) 6224 9700  
E-mail: physio@regboardstas.com  
Website: www.physioboard.tas.gov.au

#### 5.2 Fees of the Board:

The sitting fees of members of the Board are as follows:

Chairman: \$412.50 per quarter  
Board Members: \$312.50 per quarter

### 6. REPRESENTATION ON NATIONAL BODIES

The Australian Physiotherapy Council (APC) is the national administrative authority for the profession.

The APC has responsibility for:

- Maintaining and developing the level of competency for the profession in Australia.
- Accrediting training institutions
- Monitoring the assessment of graduates from the accredited institutes and;
- Assessing the competency levels of overseas applicants wishing to register in Australia.

The Board is represented on the APC by the Chair Mr P Shinkfield.

During 2007 the APC reviewed its procedures for examination of overseas qualified physiotherapists. The revised guidelines and procedures arising from the review are intended to improve the assessment of qualifications for registration as a physiotherapist in Australia and for recognition as a physiotherapist for migration purposes. In addition, the APC has published guidelines for physiotherapists working with assistants in physiotherapy practices/services and revised its guidelines for the accreditation of undergraduate physiotherapy programs across

## PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA

Australia. It has also maintained a high profile in the debate concerning progress towards the national registration and accreditation scheme that is due to commence from 1 July 2010.

### **7. REGISTRATION**

#### **7.1 Registrations:**

The Board maintained a register of physiotherapists as required by the Act.

The register reported the following movements in registered physiotherapists for the year:

	<u>31 Dec 2006</u>	<u>31 Dec 2007</u>
Registered Physiotherapists	357	362
New Applications:		
- Registered Physiotherapists	68	61
Restoration of Registration:		
- Registered Physiotherapists	6	3
Deletions:		
- Registered Physiotherapists	51	59

#### **7.2 Registration Policy:**

It is the policy of the Board to register applicants who are of good character and are:

- (a) qualified in a physiotherapy course from Australian education institution that is fully accredited by the Australian Physiotherapy Council (APC) or, are
- (b) overseas qualified physiotherapists who have passed the examination process in Australia conducted by the APC or are
- (c) mutually accepted as having the required skills to practise physiotherapy in Tasmania by way of the applicant being currently registered in another State or Territory of Australia or registered to practise in New Zealand or are
- (d) given temporary, restricted registration by being an overseas qualified physiotherapist that has obtained a Department of Immigration working visa to enable the applicant to work in Australia for a restricted period and whose qualifications and experience meet requirements agreed to by the APC as being suitable for supervised practice.

## PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA

### 7.3 Fees:

As at 31 December 2007 the fee structure was as follows:

Application Fee	\$150.00
Full Registration Fee	\$150.00
Restoration Fee	\$50.00
Late Fee	\$50.00

## 8. REVIEW OF ACTIVITIES AND OPERATIONS IN 2007

A system of restricted temporary registration for some overseas qualified physiotherapists was established by the Board in co-operation with the Australian Council of Physiotherapy Registering Authorities in 2004. In 2007 a regulation was proclaimed which prescribed the Australian Physiotherapy Council (APC) as the prescribed body under Section 19 of the *Physiotherapists Registration Act 1999*. Assessment of qualifications for restricted temporary registration is now conducted by the Australian Physiotherapy Council. During 2007, temporary registration of overseas qualified physiotherapists has continued to assist in relieving shortages of physiotherapists in Tasmania and to assist overseas qualified physiotherapists in preparation for examinations conducted by the APC.

The Board instituted a Committee of Inquiry to determine the eligibility of a physiotherapist to be registered. The Committee recommended that the applicant's name be removed from the Register under section 21(b) of the Act as the applicant lacked the necessary capacity to practice physiotherapy. This recommendation was accepted by the Board.

A protocol was finalised between the Board and the Health Complaints Commissioner for handling of complaints received by either body.

The Board developed a set of guidelines on Professional Indemnity Insurance to assist physiotherapists in addressing their professional indemnity obligations.

The Board has been involved in the debate in conjunction with the APC on the development of the proposed new scheme of national registration and accreditation due to commence on 1 July 2010.

### **Complaints**

The Board is required by the *Physiotherapists Registration Act 1999* to investigate all complaints received. During the 2007 year the Physiotherapists Registration Board received no new complaints.

## **PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA**

### **Freedom of Information**

There were no requests for information under the *Freedom of Information Act 1996* during 2007.

### **Public Interest Disclosures**

People entitled under the *Public Interest Disclosures Act 2002* to apply to the Physiotherapists Registration Board of Tasmania may access copies of its current procedures by applying to the Registrar. No requests were received during 2007.

### **Privacy Policy**

In accordance with the *Personal Information Protection Act 2005*, the Board has established a Privacy Policy.

Copies of the Privacy Policy can be accessed from the Board website [www.physioboard.tas.gov.au](http://www.physioboard.tas.gov.au) or by writing to the Board.

**PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA**

**INCOME STATEMENT**  
**FOR THE YEAR ENDED 31 DECEMBER 2007**

	31 December 2007	31 December 2006
	\$	\$
<b><u>REVENUE</u></b>		
Application Fees	7,200	8,175
Annual Registration Fees	51,825	52,050
Other Fees	2,601	2,580
Other Income	280	883
Interest	3,407	432
<b>TOTAL REVENUE</b>	<b>65,313</b>	<b>64,120</b>
<b><u>LESS: EXPENDITURE</u></b>		
ACOPRA Capitalisation Fees	1,246	1,179
Audit Fees	950	875
Bank Charges	326	232
Complaint Resolution	6,639	4,510
Miscellaneous Expenses	433	261
Registrars Remuneration	23,693	22,658
Sitting Fees	6,338	6,650
Stationery & Postage	2,675	1,317
Telephone & Facsimile	1,828	1,529
Travelling & Meeting Expenses	1,874	1,503
Web/Internet	397	388
<b>TOTAL EXPENDITURE</b>	<b>46,399</b>	<b>41,102</b>
<b>SURPLUS</b>	<b>18,914</b>	<b>23,018</b>

The Income Statement is to be read in conjunction  
with the notes to and forming part of the financial statements  
set out on pages 10 to 12.



**PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA**

**BALANCE SHEET**  
**AS AT 31 DECEMBER 2007**

	31 December 2007 \$	31 December 2006 \$
<b><u>BOARD FUNDS</u></b>		
Funds carried forward from previous year	40,410	17,392
Net Surplus for the year	18,914	23,018
<b>TOTAL BOARD FUNDS</b>	<b>59,324</b>	<b>40,410</b>
<b>REPRESENTED BY:</b>		
<b><u>CURRENT ASSETS</u></b>		
Deposit – Commonwealth Bank	65,920	51,288
GST Recoverable	1,185	1,134
Sundry Debtors	401	51
	<u>67,506</u>	<u>52,473</u>
<b><u>CURRENT LIABILITIES</u></b>		
Sundry Creditors	3,232	4,413
Registration Fees Paid in Advance	4,950	7,650
	<u>8,182</u>	<u>12,063</u>
<b>NET ASSETS</b>	<b>59,324</b>	<b>40,410</b>

The Balance Sheet is to be read in conjunction  
with the notes to and forming part of the financial statements  
set out on pages 10 to 12.

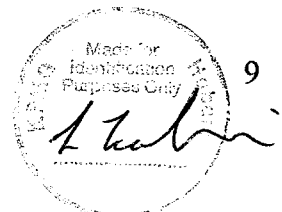


**PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA**

**STATEMENT OF CASH FLOWS**  
**FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2007**

		31 December 2007	31 December 2006
	Note	\$	\$
<u>Cashflow from Operating Activities:</u>			
Cash receipts in the course of operations		62,828	42,932
Interest received		3,167	381
Cash payments in the course of operations		(51,363)	(41,756)
Net Cash Provided by Operating Activities	2(b)	14,632	1,557
Net Increase in Cash Held		14,632	1,557
Cash at the Beginning of the Financial Year		51,288	49,731
Cash at the End of the Financial Year	2(a)	65,920	51,288

The Statement of Cash Flows is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 10 to 12.



# PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA

## NOTES TO AND FORMING PART OF THE STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2007

### NOTE 1 – STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this financial report are:

#### **a) Basis of preparation**

The Physiotherapists Registration Board of Tasmania is a body corporate established under the Physiotherapists Registration Act 1999 and is not a reporting entity. The financial report of the Board has been drawn up as a special purpose financial report for distribution to the members and the purpose of fulfilling the requirements of the Physiotherapists' Registration Act 1999.

The financial report has been prepared on the accrual basis of accounting as defined in AASB 101, *Presentation of Financial Statements*, using the historical cost convention and going concern assumption. Except where stated, they do not take into account changing money values or current valuations of non-current assets. The accounting policies have been consistently applied and, except where there is a change in accounting policy, are consistent with those of the previous year.

The financial report has been prepared in accordance with the Physiotherapists' Registration Act 1999, the recognition and measurement aspects of all applicable Accounting Standards and other mandatory professional reporting requirements, with the exception of:

- AASB 101 Presentation of financial Statements;
- AASB 132 Financial Instruments: Presentation

#### **b) Revenue recognition**

Revenues are recognised at fair value of consideration received, net of the amount of goods and services tax (GST).

##### Registration fees

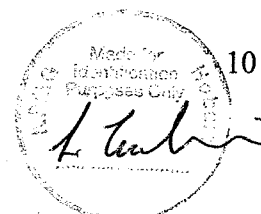
Registration fees are recognised in the year to which they relate. Registration fees received for future years are recorded as a liability – Revenue received in advance.

##### Application fees

Application fees are recognised as revenue in the year to which they relate.

##### Interest income

Interest income is recognised as it accrues, using the effective interest method.



**PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA**

**NOTES TO AND FORMING PART OF THE STATEMENT OF ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**NOTE 1 – STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**c) Expense recognition**

Expenses are recognised at fair value of consideration paid, net of the amount of goods and services tax (GST).

**d) Goods and services tax**

The entity is registered for GST. In accordance with Division 81 A New Tax System (Goods and Services Tax) Act 1999, the entity is not required to charge and collect goods and services tax (GST) in respect to application and registration fees. All other revenue, 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 (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.

Where applicable, 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 statement of cash flows 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.

**e) Taxation**

The Physiotherapists Registration Board of Tasmania is an income exempt organisation pursuant to the Income Tax Assessment Act 1997 and is not liable to pay income tax.

**f) Cash**

Cash is carried at face value of the amounts deposited or drawn. The carrying amount approximates net fair value. Interest revenue is accrued at the market rate and receivable monthly.

**g) Trade creditors**

Trade creditors are recognised for amounts to be paid in the future for goods or services received, whether or not billed to the Board.



**PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA**

**NOTES TO AND FORMING PART OF THE STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2007**

NOTE 2 – CASHFLOW INFORMATION

	31 December 2007	31 December 2006
	\$	\$
(a) Reconciliation of cash		
Cash at Bank	65,920	51,288
	65,920	51,288
(b) Reconciliation of net cash provided by operating activities for the ending 31 December 2007		
Surplus for the year	18,914	23,018
Change in Assets and Liabilities		
(Decrease)/Increase in Creditors	(1,181)	2,753
(Decrease) in Registrations in Advance	(2,700)	(23,865)
(Increase) in Debtors	(350)	(51)
(Increase) in GST Recoverable	(51)	(298)
Increase in Cash Held	14,632	1,557



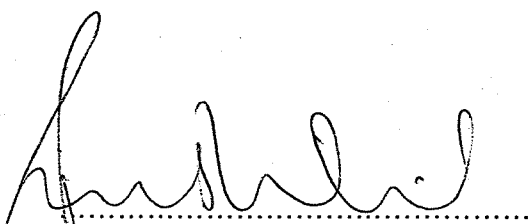
## BOARD'S DECLARATION

FOR THE YEAR ENDED 31 DECEMBER 2007


### PHYSIOTHERAPISTS REGISTRATION BOARD OF TASMANIA

1. In the opinion of the Physiotherapists Registration Board of Tasmania:
  - (a) the Registration Board is not a reporting entity
  - (b) the financial statements and notes, set out on pages 1 to 12 are in accordance with the Financial Management and Audit Act 1990, and:
    - (i) present fairly the financial position of the Board as at 31 December 2007 and of its performance, as represented by the results of its operations and its cash flows for the financial period ended on that date in accordance with the basis of accounting described in Note 1; and
    - (ii) comply with Accounting Standards to the extent described in Note 1
  
2. In respect of the year ended 31 December 2007 the Board has;
  - (a) kept such accounting records as correctly record and explain its transactions and financial position; and
  - (b) kept its accounting records so that the financial statements of the Board can be conveniently and properly audited or reviewed in accordance with the Financial Management and Audit Act 1990.

Signed on behalf of the Board



.....  
PAUL SHINKFIELD  
Chairman



.....  
GREG LUCKMAN  
Registrar