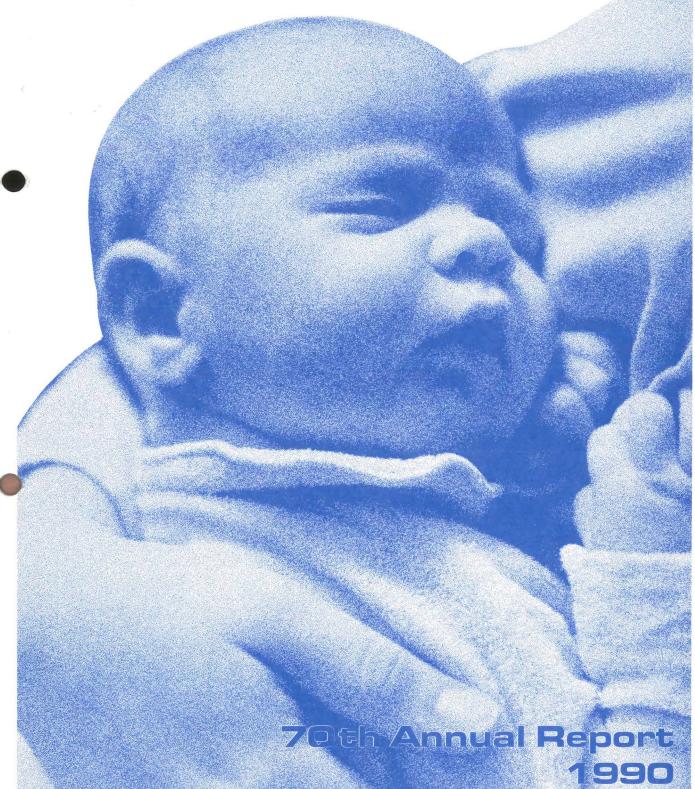
TWEDDLE BABY HOSPITAL



Tweddle at Work and Play



Baby massage classes

Tweddle Baby Hospital 70th Annual Report 1990

PATRON:

Mrs. Diana Gibson

COUNCIL:

President:

Dr. N.W.J. Hocking, M.B., B.S. (Hons) F.R.A.C.P.

Vice President:

Mrs. R. Launder

Honorary Secretary:

Mr. A.J. Mangan, A.A.S.A.

Honorary Treasurer:

Mr. K.C. Hambly, F.C.A.

MEMBERS:

Miss E.M. Angliss, MBE, Mr. P.R. Angliss, Mr. I. Broadway, Mrs. L. Charlton, Mrs. R.R. Downe, Ms. C. Dunn, Mr. K.C. Hambly, Mrs. P.M. Harbeck, Ms. L. Hazelton, Dr. N.W.J. Hocking, Mrs. E. Lambert, Mrs. R. Launder, Mrs. A.M. Lock, Mr. & Mrs. A.J. Mangan, Mr. M. McDonald, Mrs. E.R. Maskell, Mrs. J. Boyd Mercer, Miss E. O'Connell, Mrs. W.M.K. Stephens, Miss I. Stevenson, Ms. K. Webster.

CHIEF EXECUTIVE OFFICER:

Ms. B.L. Hassold, B.A. Dip.Ed. Dip.C.H.N.(M.&C.H.)

DIRECTOR OF NURSING:

Ms. K.L. Houghton, Dip.App.Sc.Nurs, R.M. B.App.Sc. N.C.H. & M. & C.H.

FINANCE DIRECTOR

Ms. E. Gray, A.A.S.A.

HONORARY SOLICITOR

Mr. V. Adami

AUDITORS

I.F. Cole-Landy and Company, Chartered Accountants

BANKERS

Australia & New Zealand Bank

398 Barkly Street, Footscray 3011, Telephone 689 1577, Facsimile 689 1922.

The Tweddle Baby Hospital Annual Report & Financial Statements for 1990

Objects of the Hospital

- To provide a specialist preventative Health service aimed at supporting and strengthening independent family functioning and the optimal health, growth and development of infants and young children.
- 2. To aim for the highest standards of child and family health care and of community health.
- 3. To facilitate an integrated approach to families and young children through community consultation, liaison and networking.
- To promote the optimal health, growth and development of young children and adults through the provision of information on health and well being to the community and to professionals working in the community.
- 5. To provide educational experiences for students in health care services.
- 6. To monitor local health needs and to review the service needs of the western suburbs to ensure the provision of appropriate services.
- 7. To respond to and provide for the care and education needs of children and their families.

Services

- Child and Family Unit
- Parent and Infant Unit
- Pre-School Field Officer
- Jacobena Angliss Pre-School
- Parent Adviser to the Hearing Impaired.

President's Report

The past twelve months have once again seen a very active year for Tweddle Baby Hospital. There have been significant improvements in all areas of service provision, occupancy and community contact. The development and finalization of the Future Directions Feasibility and Masterplan Study and the end of 1990 should see the completion of the re-incorporation of Tweddle Baby Hospital into the Tweddle Child and Family Health Service. Each year as I prepare this report, I reflect upon the enormous changes which have occurred in the hospital over the preceeding twelve months. The momentum for change, together with substantial improvement in the services each year, should be a source of great pride to all associated with Tweddle Baby Hospital.

Throughout 1988/89 Tweddle had an average occupancy of 63.66%. Whilst the occupancy increased to only 64.93% for 1989/90, the number of patients treated increased from 696 to 836. Not only does this indicate a greater utilization of services, but also a significant reduction in bed days per patient.

1990 saw the commencement of the Parent and Infant Unit. Regrettably, due to the limitations of Health Department financing this unit had to be funded from existing resources, already stretched to their limit. Therefore, this unit can only operate five days a week, Monday to Friday. Nevertheless, since commencing operations the occupancy has reached 100%, and is continuing at this rate, indicating very wide acceptance of, and community need for, the service provided. The facilities for parents to be able to room-in have long

been a priority of this Committee and it reflects great credit on the executive of the hospital that within these times of financial stringency, it has been possible, to at least partly, open this unit. Nevertheless, there is a great need for this unit to function seven days per week, regrettably not possible until further funds are forthcoming.

1990 should also see the completion of the incorporation of Tweddle, which will be achieved by an Act of Parliament, rather than the legal processes which were previously being persued. Hopefully, incorporation will be completed on November second 1990, establishing Tweddle under the provisions of the Health Services Act 1988, in line with other public hospitals throughout the state. With the incorporation of the Tweddle Baby Hospital the name will be changed to Tweddle Child and Family Health Service.

1990 saw the development of the Future Directions policy. This document, shortly to become available, establishes a blue print for the philosophy, structure and service provision of Tweddle into the twenty first century. Many of the recommendations contained in the Future Directions Policy have been previously outlined by the hospital executive, the Committee and through the previous studies of Dr Brand and Dr Carmichael. Nevertheless, the present study gave unprecedented opportunity for members of the wider public to contribute to the development of Tweddle and its future service provision, and in so doing, had the added benefit of enabling the public to become very much more aware of Tweddle's current service provision and availability to the wider local community. Many hours of work were contributed by the Chief Executive Officer, the Director of Nursing and also by my fellow members of the Finance and Administration Committee for which I offer my thanks.

Once again, it was necessary for Tweddle to operate at an operating budget deficit for 1989/90, which hampers the development of essential services such as the Parent and Infant Unit. Attention to budgetary anomalies which have resulted in the need for this deficit remain a major priority for this Committee. The remarkable improvements in service provision, bed occupancy and the numbers of inpatients treated are a clear reflection of the enormous energy, dedication and efficiency of the hospital and its staff. Tweddle also remains greatly indebted to its many benefactors and the hospital auxiliary, without whose support, there would of necessity, need to be a substantial curtailment in services, rather than the development we have seen.

It is my belief that Tweddle's future role has now been clearly defined. Its service provision to the wider community has increased substantially and the way in which the service is being provided, more than ever, reflects the needs of the wider community. These have been great achievements and my thanks must go to the assistance of my fellow Council members, the Chief Executive Officer Ms Betty Hassold, the Director of Nursing Ms Karen Houghton and to all the dedicated members of staff, both nursing and non-nursing.

NIGEL W.J. HOCKING President

Finance and Administration Committee Members



Mrs. R. Launder Vice President



Dr. N.W.J. Hocking President



Ms. L. Hazelton



Mr. P.R. Angliss



Hon. Secretary

Ms. K. Webster



Mr. K.C. Hambly Hon. Treasurer



Mr. I. Broadway



Ms. C. Dunn

Manager's Report

Once again it is the time of year to look back and review what has occurred over the past twelve months. Tweddle has continued to grow and develop as an organization and service provider. Utilization continues to increase and service efficiency and productivity have improved. However, it is becoming increasingly difficult to operate high quality specialist residential health services in the current economic climate and this will be the challenge for Tweddle in the future.

Future Directions

Both the Committee and staff have been stimulated this year by the Future Direcions Feasibility and Masterplan Study, undertaken in the early part of 1990. A project officer was employed to investigate the hospital's current role and function within the context of existing needs in the Western Metropolitan Region. The project was overseen by an Advisory Committee with representatives from the hospital Committee and staff, from the Health Department and by community and peak organization representatives. A special note of thanks to those organizations and members who so generously gave of their time, knowledge and skills to help ensure the success of the project. Overwhelmingly, the project report supports the need for residential and day programmes for families with young children experiencing difficulties in their family lives. Such difficulties, if not resolved, may produce a negative effect on the health and wellbeing of family members. A second major issue was the problem of access for parents to services like Tweddle. This is a statewide concern, as well as a regional one, and involves such issues as the prime location of services and the manner in which services are provided to clients. Whilst the project has been largely completed the Future Directions Report is currently being considered by Committee after which it will be released.

Tweddle is currently being re-incorporated from the Private Companies Code to the Health Services Act. It is anticipated that the re-incorporation will be complete in early November. Once re-incorporation is complete all current Finance and Administration members will become the new Board of Management. Council members who are not Finance and Administration Committee members will become Life Governors of the hospital. A special note of thanksmust be extended to all those members who have so loyally and unstintingly supported Tweddle Baby Hospital over very many years.

The Future Direction Project and reincorporation have led the Committee, in consultation with the Health Department, to consider the impact of Tweddle Baby Hospital's name on future service users. After long and careful consideration it was decided that the hospital required a name that more appropriately reflected Tweddle's family orientation, whilst maintaining links with the past. Therefore, the new name of Tweddle Child and Family Health Service was chosen.

Service Delivery and Patient Care

In March 1990 the Parent and Infant Unit, with a rooming-in facility, commenced operations. This unit provides residential and day accommodation for up to six parents and their young infants. The unit operates on a Monday to Friday basis only, and as such has proved highly successful. The five day week service is not ideal. However, budgetary constraints prevented the operation of this unit as a full seven day per week service. It is hoped that further negotiations with the Health Department regarding funding will rectify this situation.

The fact that the Parent and Infant Unit has come to fruition after many months and even years of planning is largely due to the endeavour and energy of the Director of Nursing, Ms. Karen Houghton, and her band of dedicated staff. The Child and Family Unit continues to operate a full seven day per week service. Children, up to five years of age, may be admitted with, or without, their parents.

Utilization of the hospital continues to increase as shown by the column 2 statistics below.

Whilst the hospital is registered to operate thirty-two beds only twenty-four beds were utilized in 1989/90 due to insufficient funding.

As Tweddle becomes better known, utilization has, and will continue to increase. In the last year a concerted effort has been made to improve Tweddle's public profile. The need to maintain a high profile is self evident. During the coming year further

efforts will be made to publicize Tweddle's role and function in the community.

The major projects for 1990/91 with regard to service provision will be the implementation of the recommendations arising out of the Future Directions Feasibility and Masterplan Study.

Both the Jacobena Angliss Pre-School and the Pre-School Field Officer services continue to operate well. Currently negotiations are in progress with the Footscray and Sunshine City Councils to take on the employment role of the Pre-School Field Officer. The Committee believes that the role of the Pre-School Field Officer fits more appropriately with local government generic services and is therefore best offered by that organization.

The Parent Adviser to the Hearing Impaired service has not been operating for some months. The absence of the service, while regretted, has provided an opportunity to review the relationship of that service to the Health Department and to the employing body.

Finances

The hospital has continued to seek ways in which to maximize resources and reduce expenses. However, the current unrealistic funding situation in which Tweddle is expected to raise one of the largest amounts of other revenue incomes, compared to the total budget, has once again resulted in an operating deficit for the hospital. This situation will continue until such time as the hospital receives an adequate funding base.

With regard to the financial systems of the hospital, a great deal of work has been undertaken in their upgrading and refining. The implementation of Newpay, a computerized payroll system, placed great strain on the hospital's resources. However, the advantages of the system were well and truly apparent by the end of the financial year.

The major project in the financial area for 1990/91 will be the computerization of all financial systems at Tweddle. A task that in the long term will help to further increase productivity and maximize resources.

	1987/88	1988/89	1989/90
Number of Patients	410	696	836
Number of Bed Days	4151	5577	5688
Average Length of Stay	10.12	8.01	6.8
Number of Hospital Patients	349	607	721
Number of Private Patients	61	89	115

Minor Capital Works

Minor Capital Works for 1989/90 included the installation of a compactus filing system and the purchase of general office equipment. In the service areas the Parent and Infant Unit was generally upgraded to make that area more functional for service provision. On the Child and Family Unit storage space was upgraded and a parent bathroom was built, thus enabling this unit to be self sufficient with regard to the care of adults as well as children.

The hospital buildings were repainted and the whole effect is much fresher and brighter. Finally, both hospital cars have been changed over during the year, thereby helping to ensure staff and client safety.

Occupational Health and Safety

Staff representatives from the service and support areas have participated on the Health and Safety Committee. The Committee meets regularly to review any health and safety issues for either patients

or staff and to investigate any accidents or injuries occurring on the premises.

With regard to Workcare one hundred and sixty five hours have been lost in 1989/90 due to work related injuries.

Committee

The members of the Finance and Administration Committee continue to loyally support the work of the hospital by their dedicated commitment to Tweddle. A special thank-you is extended to members of the Committee for all their effort and hard work on behalf of the hospital.

Two new Committee members, Mr. lan Broadway and Ms Lois Hazelton, were welcomed to the Finance and Administration Committee earlier in the year.

The Council has continued to meet regularly to overview the operation of the hospital. Thank-you to all Council members for their continuing interest and special thanks to Miss Irene Brennan who resigned her Council position in April this year.

Staff

Thank-you to all the staff who have worked so hard to meet the needs of the patients over the last twelve months. It has been a demanding time for staff due to increased utilization and to the implementation of new and revised methods and procedures to ensure improved patient care and well being.

Anumber of new staffhave joined Tweddle during the last year. Ms. Elsie Gray has taken on the very important position of Finance Director. A warm welcome is extended to Ms. Gray and to all the other new staff members at Tweddle: Ms. Melissa Kubale, Ms. Kathy Spry, Ms. Carole Ingersoll, Mr. Keith Tsflidis, Ms. Margaret Lynch, and Mr. Laurie Armstrong.

I look forward to working together, with the staff, in the coming year to improve the quality of the services Tweddle provides to the public.

> BETTY HASSOLD Chief Executive Officer

Director of Nursing Report

The year under review, my second at Tweddle Baby Hospital, has been a productive and challenging one.

The services reports identify specifically the achievements for the past year 1989/90. However, before progressing to these reports I would like to take this opportunity to reflect upon a broad review of the important nursing/health service offered at Tweddle Baby Hospital.

The service is both unique and special in patient care facilities and staffing structure. Tweddle accommodates patients in two units which are organized so that patients (mothers, fathers and their young children 0-5 years) are able to identify and address their difficulties in a home-like environment.

Predominantly, patients seek admission to receive assistance, guidance and education in untangling one or more of a

myriad of parenting/child difficulties which are disrupting their health and/or family functioning

Early childhood, although an exciting and wondrous time is also fraught with many problems and heartaches for both the young children and their parents. Parenting is not a natural skill with which we are born. It is something which is learnt from our own family experiences and support networks. But in these times, with the breakdown of extended family supports, and friendship networks, the stresses of modern economic circumstances and the increasing fragmentation and dislocation of immediate families this learnt knowledge and assistance is not necessarily being passed on. Without this knowledge, and close supports, many families experience protracted sleep deprivation, and daily, minute to minute, seemingly insurmountable anxieties and feelings of failure and unhappiness. This affects the whole well being of every member of the family.

Through the specialized, nursing orientated service at Tweddle, and with medical and paramedical assistance from local community networks, families find the knowledge and the skills required to reharmonise their lives. Following an admission to Tweddle, families return to their homes revitalised, confident and competent in their relationship roles and functioning.

We look forward to the year ahead where we shall assist parents in their important role of rearing their children, who will grow to adulthood and become the bearers of our society's future health and well being.

KAREN HOUGHTON Director of Nursing

Child & Family Unit

The past year has once again been a busy, interesting and productive one, with planned changes continuing to improve our service provision and physical environment.

Service Provision

In the year 1989/90 we have cared for a total of 741 admitted parents and young children (0-5 years). This compares with 700 admitted clients in 1988/89.

The opening of the Parent & Infant Unit in April this year, formerly known as the Mother's Cottage, has positively affected the services of the Child & Family Unit, formerly the Children's Unit.

We are now able to residentially accommodate parents with their children. This arrangement definitely enhances the parent-child-staff interactions, education, support, guidance and assessment.

The Child & Family Unit provides residential care for 14 patients, parents and young children, Monday morning through to Friday afternoon. Over the weekend, when the Parent & Infant Unit is closed, the Child & Family Unit is able to accommodate 24 patients, using the adult

beds on the Parent & Infant Unit.

The Child & Family Unit contains two parent/sibling/family sections, three single parent/rooming-in bedrooms, a ward nursery of eight cots and a toddler/pre-school bedroom of six beds. Throughout the unit there are also recreational and educational areas for patients to use for relaxation and learning.

The admitted family members now have a more home like environment than ever before, with staff supported, twenty four hour open access to each other, and/or rooming-in as required.

The care of clients is complex in nature despite the fact that the nursing care does not require the use of highly sophisticated technical equipment. The nursing care required by patients involves intuitive, empathetic, comprehensive, professional nursing attention as well as time to provide assistance on the very many facets of parenthood, parenting and child health, growth and development.

The Child & Family Unit has also provided supervised assistance in the education of registered nurses, midwives, child care students and work experience stu-

dents from local secondary schools. Students have gained valuable practical experience and education in caring for infants, and young children, and learning about family dynamics and parenting.

Physical Changes

In the children's playroom cupboards, covering a large wall area, have been built to assist staff and parents access a variety of children's play equipment.

Another area on the unit has been converted to an adult patient bathroom which includes a toilet, shower and dressing area. This addition means that all the personal hygiene needs of parents in residence on the Child & Family Unit can now be met on that unit.

We have said goodbye, with regret, to some staff members and have happily welcomed others. Some of our nursing staff have themselves become mothers this year - to them go our congratulations.

Lastly thank you to all our nursing staff for their hard work and support throughout the year.

ASSOCIATE CHARGE NURSES

Parent & Infant Unit

Introduction

The Parent & Infant Unit commenced operation on March 26th, 1990, and heralded major changes to the service structure at Tweddle Baby Hospital. The conversion of the 'Mothers Cottage' to a Parent and Infant Unit did not pose any major structural problems. Currently the Parent & Infant Unit provides four single bedrooms, one double bedroom, shared lounge, kitchen and bathroom facilities, a large sunny nursery/playroom, a quiet counselling room and kitchenette.

The Parent and Infant Unit offers a Monday to Friday residential service for five to six parents and their infants under 12 months of age. Additionally, the Parent & Infant Unit has the capacity to accommodate day clients. Parents admitted to the Parent and Infant Unit reside in a home like environment with 24 hour access to their infants. Most parents choose to roomin and have the total care of their infant, with the provision of continuing education and support from staff.

The dedicated team of professionals working within the Parent & Infant Unit consists of mothercraft nurses and maternal and child health nurses and midwives.

Service Provision

In the months since opening i.e., April, May and June, the unit has cared for a total of 94 parents and infants, with the average occupancy being 89% per month, although occupancy rates achieved have been as high as 100%.

On admission to the Parent and Infant Unit, the client and his/her infant's foreseen difficulties are discussed and a joint nursing care plan is formulated. An holistic approach is taken, and short and long term goals are set. Resolution of these set goals are achieved by the client with support from the Parent & Infant Unit staff and, as required, further expert external family services are resourced.

Parents and their infants usually reside and receive support in the Parent & Infant Unit for one to two weeks, and if further guidance, education and support are needed, the family is linked to the appropriate community support network for continuing home assistance.

Rosemary Clemens, physiotherapist from Child and Family Health Services currently attends the Parent & Infant Unit for one hour a week and conducts sessions with the parents in residence. The

parents are given practical demonstrations in baby massage and baby gym and are offered information on all aspects of interaction, growth and development.

Carol Ingersoll, Pre-School Field Officer also currently attends the Parent & Infant Unit for one hour a week and conducts informative sessions with the parents ranging in topics from cooking and toy making to safety in the home.

Our television and video cassette recorder is continually of assistance as a health/welfare education aid providing teaching/learning and facilitating discusions of appropriate parenting when infants experience difficulties.

Finally, I would like to thank the nursing staff for all their hard work, initiative and support given to myself and the many parents and infants for whom we have cared. Also thanks to Doctors Simon and Robert Benson for their valued medical support and Rosemary Clemens and Carol Ingersoll for their educational and paramedical assistance.

MELISSA KUBALE Charge Nurse

Jacobena Angliss Pre-School

The Jacobena Angliss Kindergarten is an extended hours centre operating from 9.00 a.m. to 3.00 p.m. Monday to Thursday, and 9.00 a.m. to 1.00 p.m. Friday. The preschool accommodates 23 children from the Footscray area, whose ages range from 3½ - 5½ years old. An Educational Programme is provided based on the developmental needs of individual children.

The staff employed at the centre include Elizabeth Ryan – kindergarten teacher, Maureen Hobson – full time assistant and Sue Ryan – part time assistant.

As this centre is extended hours, specific programmes are offered for children with special needs. These programmes are aimed towards helping children with special needs develop competencies and networks for integration into local primary schools. As well as this we are catering to a very diverse cultural group. This year, we have children with Chinese, Macedonian, Filipino, Italian, Greek, Yugoslav and Vietnamese backgrounds.

We have a total of 13 children with English as a second language. The language barrier has been an enormous challenge to us, as has been the maintenance of a multicultural perspective in every-day programme planning. The lack of interpreter services has been a problem, yet we've managed to overcome most situations, with lots of gesturing and the occasional misunderstanding. The staff and resources at the Multicultural Resource Centre have been of invaluable assistance in learning about different cultures, educational systems and parental expectations of children.

Several support agencies are used by myself when planning and implementing individual programmes for children. These include the speech therapist, physiotherapist, occupational therapist and visiting teacher from the Sunshine/Footscray Child and Family Health Service, Inner Western School Support Service, Integration teachers from local primary schools, St. Anthony's and David House Early Intervention. This constant networking is invaluable to myself and the children and families involved.

This year marks the 10th Anniversary of the kindergarten. It has always been one of the most popular kindergartens in Footscray as it provides an alternative model to sessional kindergarten. With changing economic and family structures an alternative is important, especially when exten-

ded families are often absent and language and cultural barriers restrict families from participating fully in the community.

Throughout the year we have had work experience students from secondary colleges in the Western Region. This year a final year student from the Institute of Early Childhood Development attended the centre. Our uniqueness as a centre gave her valuable insight into working with children with English as a second language, special needs children, and into networking with other professional agencies.

A typical outline of the Kindergarten day is:

9.00 - 10.30 Children arrive and participate in a range of indoor prepared activities. 10.30 - 11.15 Pack away and group time. 11.15 - 11.30 Milk and Fruit. 11.30-12.15 Outside Play. 12.15 - 1.00 Lunch 1.00 - 2.15 Bathroom and rest. 2.15 - 3.00Wake up and drinks - Quiet

> ELIZABETH RYAN Kindergarten Director

activities e.g. games.

Pre-School Field Officer

It is a little over four months since I began as the Pre-School Field Officer, and in that time my work has developed into a busy, challenging and varied position.

My principle commitment is to "hands on work" with children in early childhood settings and in their own homes. I am concerned that a real time commitment must be provided so that a quality, and not a token service, is offered. My main thrust has been with children who have been retrained at kindergarten a second year, in order to ensure the skill training they need to enter school.

My parent work has focused mainly on the parents who are in-patients at Tweddle where each week I introduce a topic for information and discussion based on early childhood development and allied issues. I have aimed to make these sessions as practical as possible for the parents involved.

In the Child & Family Unit at Tweddle Baby Hospital the main emphasis has been on planning programs and establishing individual objectives for children whilst resourcing staff with equipment and ideas

The position of Pre-School Field Officer has a high profile in the community and as such I have contact with a variety of services and early childhood professionals throughout the Footscray and Sunshine areas. The resulting networking and infor-

mation is invaluable in the provision of quality services and integrated programs for families with disabled children.

It has also been valuable for me to work with Tweddle staff on shared individual cases and to assist in an outreach capacity to help families who have used the hospital access early childhood services in their local communities.

It is rewarding to be part of this organization and my thanks to Tweddle staff for so readily accepting me as part of their team.

> CAROLE INGERSOLL Pre-School Field Officer

Parent Adviser to the Hearing Impaired

The Parent Adviser to the Hearing Impaired offers a service, primarily, to parents of pre-school aged hearing impaired children. The aim of the service is to facilitate parents and families in optimizing their hearing impaired child's development of communication, language and learning, as

well as social/emotional growth in order to achieve an independent and fulfilling lifestyle.

During 1989/90 the parent adviser went on maternity leave, and congratulations are extended to Ellen Panjari on the birth of her daughter. Unfortunately, during Ellen's absence the position has remained unfilled as the issues surrounding the employment and accountability of that worker have been reviewed. It is to be hoped that this valuable service will soon be in operation once again.

The Tweddle Baby Hospital

(A company limited by guarantee and licensed by the National Companies and Securities Commission pursuant to Section 66 of the Companies (Victoria) Code, incorporated in Victoria.)

Councillor's Report

In accordance with Section 270(2) of the Companies (Victoria) Code, the Councillors of The Tweddle Baby Hospital submit herewith the Accounts of the Company for the year ended 30th June, 1990, together with the Auditors' Report thereon, and report as follows:

- (a) The Councillors of the Company in office at the date of this report Miss E.M. Angliss, Mr. P.R. Angliss, Mr. I. Broadway, Mrs. L. Charlton, Mrs. R.R. Downe, Ms. C. Dunn, Mr. K.C. Hambly, Mrs. P.M. Harbeck, Ms. L. Hazelton, Dr. N.W.J. Hocking, Mrs. E. Lambert, Mrs. R. Launder, Mrs. A.M. Lock, Mr. & Mrs. A.J. Mangan, Mr. M. McDonald, Mrs. E.R. Maskell, Mrs.J. Boyd Mercer, Miss E. O'Connell, Mrs. W.M.K. Stephens, Miss I. Stevenson, and Ms. K. Webster.
- (b) The principal activity of the Hospital during the year was to act as a public hospital and pre-school centre.
- (c) Operations of the Company for the year resulted in a surplus of \$46,891. It is not necessary to provide for income tax.
- (d) Transfers to and from Reserves for the year are shown in Note 6 to the Accounts.
- (e) The Company did not issue any debentures during the year.
- The Company is a Company limited by guarantee and therefore:
 - there are no shares in the Company on issue; and
 - under the provisions of its Articles of Association the Company is prohibited from declaring dividends.
- (g) Prior to preparation of the Company accounts for the year ended 30th June, 1990 the Councillors took reasonable steps to ascertain what action had been taken in relation to the writing off of bad debts and the creation of provision of doubtful debts and to cause all known bad debts to be written off and adequate provision to be made for doubtful debts.
- (h) Prior to the preparation of the Company accounts for the year ended 30th June, 1990 the Councillors took reasonable steps to ascertain whether any current assets other than trade debtors were unlikely to realise in the ordinary course of business their

- value as shown in the accounting records of the Company, and are satisfied that there are no such current assets.
- (i) At the date of this report the Councillors are not aware of any circumstances which would render the values attributed to current assets in the accounts misleading.
- (j) At the date of this report there is:
 - (i) no charge on the assets of the Company which has arisen since the end of the financial year which secures the liabilities of any other person.
 - (ii) no contingent liability which has arisen since the end of the financial year.
- (k) No contingent or other liability has become enforceable or is likely to become enforceable within the period of twelve months after the end of the financial year which in the opinion of the Councillors will or may substantially affect the ability of the Company to meet its obligations as and when they fall due.
- (I) At the date of this report the Councillors are not aware of any circumstances not otherwise dealt with in the report or in the accounts which would render any amount stated in the accounts misleading.
- (m) No item, transaction or event of a material and unusual nature has arisen between the end of the financial year and the date of this report which, in the opinion of the Councillors, will affect substantially the results of the Company's operations for the next succeeding financial year.
- (n) Since the end of the previous financial year, no Councillor has received or become entitled to receive any benefit (other than a benefit included in the aggregate amount of emoluments received or due and receivable by Councillors shown in the accounts or the fixed salary of a full-time employee of the Company) by reason of a contract made by the Company or a related corporation with a Councillor or a firm of which he is a member, or with a company in which he has a substantial financial interest.

The foregoing report is made on behalf of the members of the Council. N.W.J. Hocking – Councillor P.R. Angliss – Councillor Dated: 20th September, 1990.

Councillors' Statement

In the opinion of the Councillors of The Tweddle Baby Hospital:

- (a) the accompanying Profit and Loss Account is drawn up so as to give a true and fair view of the surplus of the Company for the year ended 30th June, 1990.
- (b) the accompanying Balance Sheet is drawn up so as to give a true and fair view of the state of affairs of the Company as at 30th June, 1990.
- (c) there are reasonable grounds to believe that the Company will be able to pay its debts as and when they fall due
- (d) the accompanying accounts have been made out in accordance with applicable approved accounting standards.

This report is made in accordance with a resolution of the Councillors and is signed for and on behalf of the Councillors at Melbourne this 20th day of September, 1990.

N.W.J. HOCKING (Councillor) P.R. ANGLISS (Councillor)

Treasurer's Report

Due to my health I was unable to spend much time on the accounts this financial year. For these results I have had to rely on the Chief Executive Officer Ms. Betty Hassold and the Finance Director Ms. Elsie Gray. For the way they have faced up to these duties I must commend both of them for a job well done.

The result for the year was a surplus of \$46,891. This was brought about by some astute investing which resulted in interest received of \$99,894.

We were fortunate enough to operate successfully within a very tight budget this year. Due to the State Government's exceedingly tight budget for 1990/91 it is hoped that our services will not be adversely affected in the ensuing year.

MR. K. HAMBLY Honorary Treasurer Dated 20th September, 1990

Tweddle Baby Hospital

Profit & Loss Account for the year ended 30th June, 1990

1989 \$		1990)
42,331	Operating Surplus	46.891	
0	Aggregate of amounts transferred from reserve	0)
119,070	Accumulated Deficiency at the beginning of the financial year	76,739)
(76,739)	Accumulated deficiency at the end of the financial year	(29,848	3)

Balance Sheet as at 30th June, 1990

1989 \$			Note	199
127,262 15,628 2,297 437,606	582,793	CURRENT ASSETS Cash Receivables Inventories Investments	10 19,8 2 15,9 3,72 11 618,73	14 15 25
368,625 20,000	388,625	NON-CURRENT ASSETS Property, Plant & Equipment Investments	3 395,9 12 20,00	
	971,418	TOTAL ASSETS		1,074,160
73,886 114,623	188,509	CURRENT LIABILITIES Creditors & Borrowings Provisions	4 67,99 5	
	188,509	TOTAL LIABILITIES		244,360
	782,909	NET ASSETS		829,800
275,611 167,563 416,474 <u>(</u> 76,739)	782,909	MEMBERS FUNDS Hospital Funds Property Under Trusteeship Reserves Accumulated Deficiency	275,6 167,56 6 416,47 (29,84	63 74

The Tweddle Baby Hospital

Notes to and forming part of the Accounts for the year ended 30th June, 1990

Note 1 - Accounting Methods

53,242

17,105

114,623

Provision for Annual Leave

Master Plan Feasibility Study

The accounts have been drawn up in accordance with accounting standards and disclosure requirements of the Australian Accounting Bodies and the requirements of law. The accounts have been prepared primarily on the basis of historical costs and do not take into account changing money values. The accounting policies adopted are consistent with those of the previous year.

The accounts have been made out in accordance with the requirements set out in Schedule 7 of the Companies (Victoria) Code which became operational as from 1st October, 1987.

Set out is a summary of the significant accounting methods adopted by the Hospital:

(a) Depreciation

Depreciation is provided on all fixed assets, excluding land, so as to progressively write off the assets over their estimated economic life. The straight line method has been used.



Inventories

Inventories, being stores on hand, are valued at the lower of cost and net realisable value.

Inventorie	es, being store	s on hand, are valued at the lower of cost and net realisable value.		
Note 2 - Re 1989 \$	ceivables			1990
8,814 (1,211)	7,603	Fees Outstanding Less Provision for non-recoveries	13,047 (1,211)	11,836
	8,025 15,628	Other Debtors Total Receivables		4,079 15,915
Note 3 - Pro	operty, Plan	t and Equipment		
39,593		Plant and Equipment at cost	54,770	
21,374	18,219	Less: Accumulated Depreciation	24,217	30,553
13,503 3,627	9,876	Motor Vehicles Less: Accumulated Depreciation	26,052 3,247	22,805
42,500 22,500	65,000	Freehold land at valuation made by Council on 22.4.1965 Land under trusteeship, at cost Buildings	42,500 22,500	65,000
2,400 2,150	250	Old hospital at depreciated value Less: Accumulated depreciation	2,400 2,150	250
145,063 38,055	107,008	New Hospital on land under trusteeship, at cost Less: Accumulated depreciation	145,063 41,682	103,381
212,297 58,305	153,992	New Hospital on freehold land, at cost Less: Accumulated depreciation	223,596 63,895	159,701
14,280	14,280 368,625	Pre-school centre, at cost Total	14,280	14,280 395,970
Note 4 - Cre	editors & Bo	prrowings		
	68,849 5,037 73,886	Sundry Creditors Bank Account Payroll		67,951 0 67,951
Note 5 - Pro	visions			4
	44,276	Provision for Long Service Leave		108,086

68.047

176,409

276

Note 6 - R	eserves	
1989		1990
\$	Composition of movements: Endowment Fund Reserve	\$
163,361	Balance, 1st July 1989	163,361
163,361	Balance, 30th June, 1990	163,361
253,113	Research and Development Reserve: Balance, 1st July 1989	253,113
253,113	Balance, 30th June, 1990	253,113
Note 7 - R	evenue	
Note / - N	Government receipts:	
877,828 444	Annual Grants Family Allowances	974,50° 3
448	State Wards	0
34,400	Minor Capital Works	15,873
5,500	Lord Mayor's Fund	0
97,186 1,930	Patients' Fees Donations	109,165 46,158
34,062 17,223	Specific Donations Less: Specific Purchases	0 0
5,605 1,114	Rent Other	22,075 4,793
Note 8 - 0	perational Surplus	
66,278 0	Crediting - Interest received Profit on sale of non current assets	99,894 11,894
319 (3,728) (199) 4,206 8,008	Charging - Bad debts written off Provision for Long Service Leave Provision for Annual Leave Plant scrapped Depreciation	4,439 63,810 14,805 0 15,307
Note 9 - R	emuneration of Auditors	
875	Audit Services	9,050
Note 10 - 0	Cash	
250	Cash on hand	250
63,199	Endowment Bank Account	40,873 (21,309)
63,813 127,262	Operating Bank Account	19,814
= 127,202		
Note 11 - I	nvestments	
13,000	SEC	0
90,000 20,000	MMBW SEC	0
298,768	Commonwealth Bank Bills	549,859
15,838	V2 Investment Fund	68,877
437,606		618,736
Note 12 - I	nvestments (long term)	
20,000	Gas & Fuel	20,000

The Tweddle Baby Hospital

Statement of Sources & Applications of Funds for the year ended 30th June, 1990

1989				1990
Ф		Sources of Funds		\$
1,124,795		Inflow of funds from operations	1,272,773	
1,124,795		Proceeds from sale of non current assets	21,770	
1,078,384	46,411	Less: Outflow of funds from operations	1,143,854	150,689
1,070,004	40,411	Reduction in Assets	1,140,004	100,000
		Current Assets		
0		Cash at bank Endowment	22,326	
0		Cash at bank Operating	85,122	
0		Inventories	00,122	
3,384	3,384	Other debtors	3,946	111,394
	0,001	Increase in Liabilities		111,004
		Current Liabilities		
5,037		Bank Account Payroll Account	0	
47,123		Sundry creditors	0	
17,105	69,265	Master Plan Feasibility Study	0	0
		Master Flatt reasibility Study		
	119,060			262,083
		Application of Funds		
	1 1	Increase in Assets		*
		Current Assets		
62,457		Cash at bank Operating	0	
4,461		Cash at bank Endowment	0	
1,708		Sundry debtors	0	
5,237		Fees outstanding	4,233	
45,197	110,000	Investments	181,130	100701
0	119,060	Inventories	1,428	186,791
		Non-Current Assets		
0		Property	11,299	
0		Plant and equipment Motor vehicles	15,177	
0	0	Investments	26,052	E0 E00
	U		0	52,528
0		Reduction in Liabilities	F 00F	
0	0	Sundry Creditors Provision for Moster Plan Facelbility Study	5,935	00.704
0		Provision for Master Plan Feasibility Study	16,829	22,764
	119,060			262,083
		Note:		
42,331		Operating surplus	46,891	
8,008		Add: depreciation	15,307	
(3,728)		Add: provision for Long Service Leave	63,810	
(200)		Add: provision for Annual Leave	14,805	
0		Less: profit on sale of non-current assets	11,894	
0	46,411	Add: proceeds from sale of non-current assets	21,770	150,689

Jacobena Angliss Pre-School

Schedule of Receipts and Payments for the year ended 30th June, 1990

Balance at 1.7.89 Receipts Government grants Wages Fees	2,300 8,311 11,458	\$ 6,153	Salaries and Wages Food Bank fees Administration expenses Consumables Materials and supplies Repairs and maintenance		11,758 21 9 363 999 685 4,146	17,981
Sundry Income	2,948	25,017	Balance at 30.6.90	-	1 ,	13,189

Auditors' Report

To the members of the Tweddle Baby Hospital

In accordance with Section 285 of the Companies (Victoria) Code, we report as follows:

In our opinion -

- (a) The accompanying accounts of The Tweddle Baby Hospital are properly drawn up in accordance with the provisions of the Companies (Victoria) Code and so as to give a true and fair view of:
- the state of affairs of the Hospital at 30th June, 1990 and of the results of the Hospital for the year ended on that date; and
- (ii) the other matters required by Section 269 of that Code to be dealt with in the accounts

and are in accordance with applicable approved accounting standards.

(b) The accounting records and other records and the registers required by that Code to be kept by the Company have been properly kept in accordance with the provisions of that Code.

Dated this 20th day of September, 1990.

LANDY & COMPANY by I.F. COLE - PARTNER Chartered Accountants

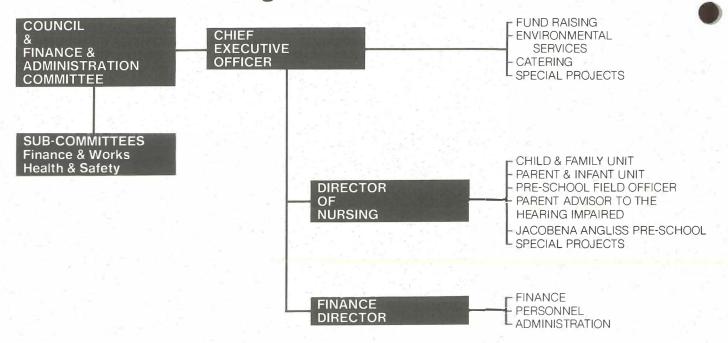
Donations

Donors Year Ended 30th June, 1990

The Council wishes to express their sincere thanks to all who have so generously donated funds to Tweddle Baby Hospital.

500.00 "The Pups" 100.00 **RVBA** V.G.H. Harrison 25.00 Elizabeth Murdoch Trust 500.00 Uniting Church Opportunity Shop 200.00 Mrs. Stuart Cohen 200.00 Arthur A. Thomas Estate 4500.00 T.B.H. Central Auxiliary 2900.00 7,389.23 Nationwide Pethard Tarax Charitable Trust 300.00 T.B.H. Central Auxiliary 50.00 50.00 Binks Ford Mrs. W.M.G. Stephens 110.00 Lord Mayor's Fund - W.M. Angliss 4774.00 Longnor Nominees 50.00 Shire of South Gippsland 25.00 Lord Mayor's Fund - W.M. Angliss 6434.00 Joe White Bequest 1000.00 Lord Mayor's Fund 6070.00 Mrs. V. Houghton 31.30 Hospital & Charities Sunday 330.00 Trust Co. of Australia 100.00 710 68 Anonymous Pacific Dunlop 250.00 Mrs. B. Burton 20.00 Estate Late G.F. Green 1,581.00 LC.L 100.00 Sunshine Community Chest Equity Trustees - Galt Estate 1311.65 650.00 T.B.H. Central Auxiliary 2,500.00 Tweddle Infant Welfare Ass. 150.00 Mrs. D. Gibson 593.12 Est. Late Edward Wilson 1000.00 Trust Co. of Aust-Edward St. John Masonic Lodge No. 71 200.00 W.L. Allen Foundry Co. Pty. Ltd. 200.00 Tweddle Est. Ms. J. Webster 5.00 657.90 Mrs. B. Drayton 250.00 P.F. Woods Hoescht Australia Ltd. 50.00 60.00 TOTAL \$46157.88 Tullamarine Primary School 30.00 N.A. Jackson 200.00

Organizational Chart



Statistics

Patient Statistics		Referral Source		
		Local Medical Officers		309
Number of Patients		Maternal & Child Health	Nurses	104
Birth to 1 year	328	Self		103
1 to 2 years	74	Specialist		92
2 to 3 years	49	Community Services, Vic	ctoria	84
3 to 4 years	48	Hospital		79
4 to 5 years	29	Social Worker		61
5 plus	17	Other		4
Adults	291	Patient's Residence	by Health Regio	ons
TOTAL	836	Region 1-5	46	5.5%
		Region 6	577	69%
Number of Bed Days	5688	Region 7	100	11.96%
Average Length of Stay	6.8	Region 8	113	13.51%

Chief Executive Officer

Ms. B.L. Hassold

Director of Nursing

Ms. K.L. Houghton

Finance Director

Ms. E. Gray

Charge Nurse

Ms. M. Kubale

Ms. P. Walsh (resigned)

Ms. M. Rufus (resigned)

Associate Charge Nurses

Mrs. K. Adams

iss M. Beckett

Ms. K. Bourke (resigned)

Mrs. M. Bradley

Mrs. S. Burns

Mrs. N. Clark

Mrs. H. Rossiter

Mrs. V. Rowe

Staff Nurses

Mrs. T. Ainge

Miss J. Batten

Ms. I. Benjamin (resigned)

Mrs. J. Brunt

Miss K. Clark

Mrs. A. Gamble

Mrs. C. Grech

Mrs. R. Goodman Mrs. L. Henwood

Mrs. L. Kelly

Mrs. M. Lynch

Mrs. M. McHugh Ms. D. McMahon

Ms. S. Page (resigned)

Mrs. L. Welshe

Staff

Nurse Bank

Mrs. M. Ahmad

Mrs. S. Brown

Ms. M. Dowling

Ms. N. Durston

Ms. P. Heselov

Mrs. T. James

Ms. L. Johnson

Ms. N. Levin

Mrs. B. Marano

Ms. M. Martin

Ms. B. Mills

Ms. J. Mondscheim

Ms. J. Mount

Ms. M. O'Connell

Mrs. R. O'Rourke

Ms. N. Oska

Ms. S. Page

Ms. S. Phillips

Ms. P. Richards

Mrs. M. Qualubau

Mrs. S. Rogan

Ms. L. Russo

Mrs. S. Vida Ms. P. Walsh

Jacobena Angliss Pre-School **Director**

Mrs. E. Ryan

Ms. P. Steuart (resigned)

Assistants

Mrs. M. Hobson

Mrs. S. Ryan

Pre-School Field Officer

Ms. C. Ingersoll

Ms. Hawkins (relieving)

Parent Adviser to Hearing Impaired

Ms. E. Panjari (Maternity Leave)

Administration

Mrs. L. Matheson

Mrs. A. Sara (resigned)

Mrs. K. Spry

Project Officer

Mr. L. Armstrong (temporary)

House Staff

Mrs. F. Brooking

Mr. R. Reid (resigned)

Mrs. I. Tsiflidis

Mr. K. Tsiflidis

Tweddle Baby Hospital Central Auxiliary 61st Annual Report 1989-1990

On behalf of the members of the Tweddle Baby Hospital Central Auxiliary, we have pleasure in submitting the 61st Annual Report covering the year ended 30th June, 1990.

60th Annual Meeting

The 60th Annual Meeting was held on Wednesday, 16th August, 1989 at the home of Miss May Angliss and Mrs. Eunice Lambert with 12 members present.

The Annual Report was presented by the Vice President, Mrs. Jean Price, in the absence of the President, Mrs. Joan Mercer, who was overseas. Mrs. Eunice Lambert, the Honorary Treasurer, presented her financial statement. Both these reports were accepted with enthusiasm. Mrs. Lambert requested a letter of thanks be sent to Mr. Ken Hambly for acting as our Honorary Auditor and request he continue in this capacity. Miss May Angliss congratulated Joan and Margaret on the excellence of the Report and Joan for another successful year as President.

Members were very sad to learn of the death of Mrs. Alice Hall on 15th August at the age of 92. Alice had been a member of the Auxiliary for over 40 years and was much loved and admired by all who knew her. Members stood for one minute's silence.

The following Office Bearers were reelected:

President:

- Mrs. Joan Mercer

Vice Presidents:

- Mrs. Jean Price
- Mrs. Loris Charlton
- Mrs. Berta Downe

Honorary Secretary:

- Mrs. Margaret Mangan

Assistant Honorary Secretary:

- Mrs. Win Clark

Honorary Treasurer:

- Mrs. Eunice Lambert

Assistant Honorary Treasurer

- Mrs. Loris Charton

Welfare Secretary:

- Mrs. Jean Price

It was proposed by Mrs. Gwen Redman, seconded by Mrs. Berta Downe, that the present members of Council be re-appointed with the exception of Mrs. Downe who wished to retire from the Council because of her health; Mrs. Eunice Lambert to be proposed to fill the vacancy left by Mrs. Berta Downe. A vote of thanks was passed to Berta for her many years of loyal support on Council.

Members of Council are Miss Angliss, Mesdames Joan Mercer, Phyllis Harbeck, Margery Maskell, Avis Lock, Loris Charlton, Eunice Lambert and Margaret Mangan.

Mrs. Mangan reported that a Council Meeting was to be held on 23rd August.

Re-incorporation under the Health Services Act 1988 is progressing and there would probably be some changes when this is finalised.

In closing the Meeting, Mrs. Jean Price on behalf of our President, Mrs. Joan Mercer, thanked all members for their continued help over the year.

Meetings

Miss May Angliss and Mesdames Eunice Lambert, Jean Price, Loris Charlton, Joan Mercer, Phyllis Harbeck and Margaret Mangan acted as hostesses for our monthly meetings with the average attendance 10.

Finance

The Auxiliary has contributed \$5,400 to the Hospital this year and \$50.00 for Christmas Cheer. This wonderful result was made possible by the continued efforts of members and friends and the generosity of our many donors.

We are indebted once again to the Jean Littlewood Combined Charities Club for its generous donation. We thank particularly our major donors namely Mrs. Berta Downe, Mrs. Thelma Mounsey, Miss Ann Beaton and Mrs. Win Callaway.

Our gratitude is expressed to the many people who have given so generously in so many ways and supported our efforts over the year. We are very appreciative of Miss Ann Beaton's assistance in making her home available to us for our luncheons.

Functions

In October, a very successful and enjoyable luncheon and "Hat Parade" was held at the home of Miss Ann Beaton. The hats were most interesting and we record our thanks to "Adele Chapeaux" of South Yarra for providing the hats and to the mannequins who made the parade so entertaining and donated their services. The nett proceeds from this function was \$1,624.50. Approximately seventy attended.

Two Theatre Luncheons were held in MarchandMayto see "Steel Magnolias" and "Driving Miss Daisy", most delightful films. Attendances were 55 and 65 respectively and the nett proceeds \$212.50 and \$257.50.

In June, Miss Beaton again provided the venue for a successful, happy and most enjoyable luncheon with delightful singing by Marie Therese Byrne with piano accompaniment by Brian Stacey. We express our thanks to these two artists for giving so generously of their time and talents. \$1,437.50 was the nett result from this function. We thank Mrs. Pollock for acting as a very successful seller of Lucky Number tickets.

Membership

Some of our members have not been well during the year. Mrs. Berta Downe had a spell in hospital as did Mrs. Jean Price.

We wish all members good health in the future

Members were sorry to hear of the death of Mrs. Hilda Wigton recently. Hilda was an active member of the Auxiliary when in better health.

Mrs. Ann Harding resigned from the Committee as she has moved to Queensland. Mrs. Vera Weekes is to move shortly to Adelaide. We wish them well in their new abodes but will miss them at our meetings.

Congratulations were extended to Mrs. Gwen Redman and to Mr. Tony Charlton. Gwen as "Citizen of the Year" for the Shire of Hastings. Mr. Charlton was awarded an Order of Australia. Mrs. Thelma Mounsey will celebrate her 90th birthday on 15th August.

Hospital Report

The garden area between the building has been completed and is proving to be much appreciated, particularly by mothers with toddlers. The outside painting has also been completed making the building look much brighter and cleaner.

The Annual Meeting in October was well attended with a delightful light luncheon being served donated by our Patroness, Mrs. Diana Gibson.

Many people with special skills have been appointed to the Hospital Committee and a part-time Accountant to the office.

A public meeting was held at the Hospital early in the year to consider future direction of Tweddle in the Western Region.

The Parents & Infants Unit is operating on a 5 day a week basis. The comfort of the unit has been materially improved by the addition of furnishings purchased from funds donated by the Auxiliary.

Appreciation

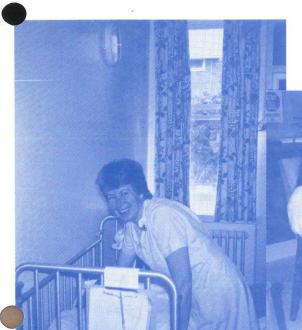
We record thanks to our Honorary Treasurer, Mrs. Eunice Lambert, for ablattending to our finances, Mrs. Win Clark, Assistant Honorary Secretary, Mrs. Jean Price, Vice President and Social Secretary, Mrs. Loris Charlton, Assistant Honorary Treasurer, Mr. Ken Hambly, Honorary Auditor and to Mrs. Margaret Mangan who undertakes so many extra tasks as Secretary.

We look forward to our next year of operation and hope that we can continue to raise funds for Tweddle as they are still very much needed to fund special projects. The Committee members are not getting any younger and it seems impossible to recruit new young members to take over – we get smaller and it becomes more difficult to raise money, however we will still be trying.

MRS. JOAN MERCER President MRS. MARGARET MANGAN Honorary Secretary Date 18.7.90

Baby massage classes

Laura Kelly at work



Feeding time

Marie McHugh at work

Because We Care . . . A Bequest will help Tweddle Baby Hospital

Form of Bequest

Igive and bequeath unto Tweddle Baby Hospital the sum of, free of all duties. I direct that the receipt of the Treasurer or other proper officer of the Hospital shall be sufficient discharge to my Executor for the Bequest, which is to be applied to general purposes for the said organisation.

Signed.....

Dated....

Vitness Witness

Irene Tsiflidis at work

Keith Tsiflidis at work