

tweddle
Child & Family Health Service

Annual Report
2002

Contents

82 Edition

Tweddle Annual Report 2002

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Tweddle Child and Family Health Service

Our Mission

Tweddle Child and Family Health Service provides a specialist health development and family support program aimed at strengthening independent family functioning, promoting health and preventing illness and injury. It is concerned with the optimal health, growth and development of all clients.

Our Objectives

To provide a specialist health promotion, education and family support day and residential service directed towards assisting parents in caring for their infants and young children.

To efficiently utilise appropriate physical and human resources to promote health and well being and to prevent disease, injury and suffering.

To facilitate and encourage involvement in services by liaison and networking and to assist users of services to make informed decisions about health care.

To foster continuing improvement in health care standards through education, training and dissemination of information.

To develop and implement services at Tweddle, and within the community, which will enhance and improve the quality of the services already provided to children, families, and community with a view to promoting health and social equity.

Tweddle Child and Family Health Service Annual Report 2002

President's Report

*"Thank you to all
of the staff for the
tremendous
support we received
and to commend
you all on the
exemplary service
you provide"*

During the last year Tweddle has continued to strengthen its service base, extend its partnerships with Universities and service providers and to collaborate with a range of community based agencies.

The steady growth in the demand for high quality information on parenting along with opportunity for parents to develop practical skills is reflected in the increasing number of parents requesting access to Tweddle services. The waiting time for parents to access services remains unchanged as demand outstrips our capacity to provide services. Addressing the waiting times is a high priority for the Board as timely access to services is particularly critical in the early phase of parenting.

The 2001/2002 financial year has resulted in a \$155,842 surplus. This is in large part the result of reduced expenditure on staffing due to vacancies. As a consequence implementation of some planned projects was delayed. In addition, the receipt of funding for several programs to be expended in the year 2002/2003, contributed to the surplus position.

Tweddle successfully negotiated with the Department of Human Services regarding the continued funding of the Parenting Assessment and Skill Development Service program (PASDS). This Service was founded in 2000 as a result of the Board's decision to ensure access to families who were at particularly high risk of family breakdown. Families are referred through the Department of Human Services Protective Services across Victoria, in particular from the Western Metropolitan Region.

The demand for the residential services continues with families accessing both the intensive 10-day residential program and the 6-8 week day-stay and home-based program. Both programs provide intensive education, support, counselling and parent modelling in an integrated "mainstream" and non-institutional setting.

Tweddle remains concerned at the historical basis of its funding from government. The complexity of parenting issues addressed by the Service and the range of models of care now in place require recognition in funding to all early parenting centres. Tweddle will continue to work with the O'Connell and Queen Elizabeth Early Parenting Centres to achieve an equitable, unit cost funding.

Through its annual planning processes the Board identified the following as its strategic priorities:

- * A sound governance framework
- * An evidenced based model of care, and
- * The measurement of performance

Progression of John Carver's policy governance, is ensuring clarity in the role

of the Board, CEO and staff. The model clearly differentiates the role of the Board from that of the CEO, with the Board focussed on strategy rather than 'minding the shop". The Tweddle Board is focussed on working collectively not as individuals and on setting the organisation's strategic direction, and service priorities. The role of the Tweddle CEO is focussed on managing the organisation and its operational direction. Tweddle's policies and Board agenda have been reframed to reflect the Board's focus on strategy.

The conduct of research into the effectiveness of parenting interventions is fundamental to the further development of Tweddle services. Our research collaborations also provide a means of developing our learning environment and the evidence base of Tweddle practice. Tweddle is now undertaking exciting new research through collaborations with key research institutions and organisations. These are the Key Centre for Women's Health in Society, the Victorian Parenting Centre and a National Consortium of Early Parenting Centres, funded through the Commonwealth Government for which Tweddle is the lead agency. This combined with individual staff achievements in post-graduate studies are contributing to an environment of ongoing learning, demonstrating a commitment to maintenance, and development of Tweddle as a centre striving for excellence and knowledge development.

Monitoring performance at all levels has become an integral aspect of Tweddle cycle of continuous improvement. The measurement of performance, participation in research, and the development of evidenced based culture will consolidate Tweddle as a leader in the early parenting field.

Reporting of performance is undertaken in line with the ACHS - Equip quality framework encompassing Continuity of Care, Leadership and Management, Human Resource Management, Information Management and Safe Practice and Environment, and Finance. Tweddle was delighted to achieve four years accreditation through the Australian Council of Health Care Standards accreditation program. This is the maximum period available and this achievement is an enormous credit to Betty Hassold and all staff.

We acknowledge the valuable commitment and contribution of a retiring auxiliary, which has supported Tweddle's work through the years in countless ways. Their dedication and passionate involvement to our rich history is currently being documented using stories from the past.

Our Staff

This has been a year of achievements and we are dependant upon our dedicated group of staff who work to provide excellent services to Tweddle clients. We thank them for their dedication and commitment.

“The information imparted and the method taught was consistent, whilst allowing room for individual flair and experience.”

Board Changes

2001/2002 saw a number of changes to the membership of the Board. Most notably, Dr Nigel Hocking, a Board member of over 19 years, retired from the Board in May 2002. Completing a significant number of terms as President and as a member of the finance committee, Nigel along with the CEO, Ms Betty Hassold, steered the organisation through significant change. Under their leadership, Tweddle moved from an exclusively residential model of care to a multi site service providing a range of models of care, education and information thus ensuring its place in early parenting into the 21st century.

Mr Rod Jones and Mr Ian Broadway also retired from the Board in 2002. Rod had served as President and Ian as Treasurer for many years. Their contribution has been greatly appreciated. Both had served on the Board since 1990. Ms Jennie Connolly, Ms Jenni Gratton-Vaughn and Mrs Bella Irlicht retired from the Board in 2001.

All Board members are to be commended for their commitment, support and valued contribution to the governance of Tweddle.

Those joining the Board in October 2002 are Mr Michael Smith, Professor Susan McDonald and Dr Anne Smith. We look forward to their contribution and welcome their expertise in accountancy, research and child development.

Our sincerest thanks go to our life governor, Mr Val Adami for his wise counsel and invaluable legal guidance as honorary Solicitor. Mr Adami is an outstanding Life Governor.

Our Leadership

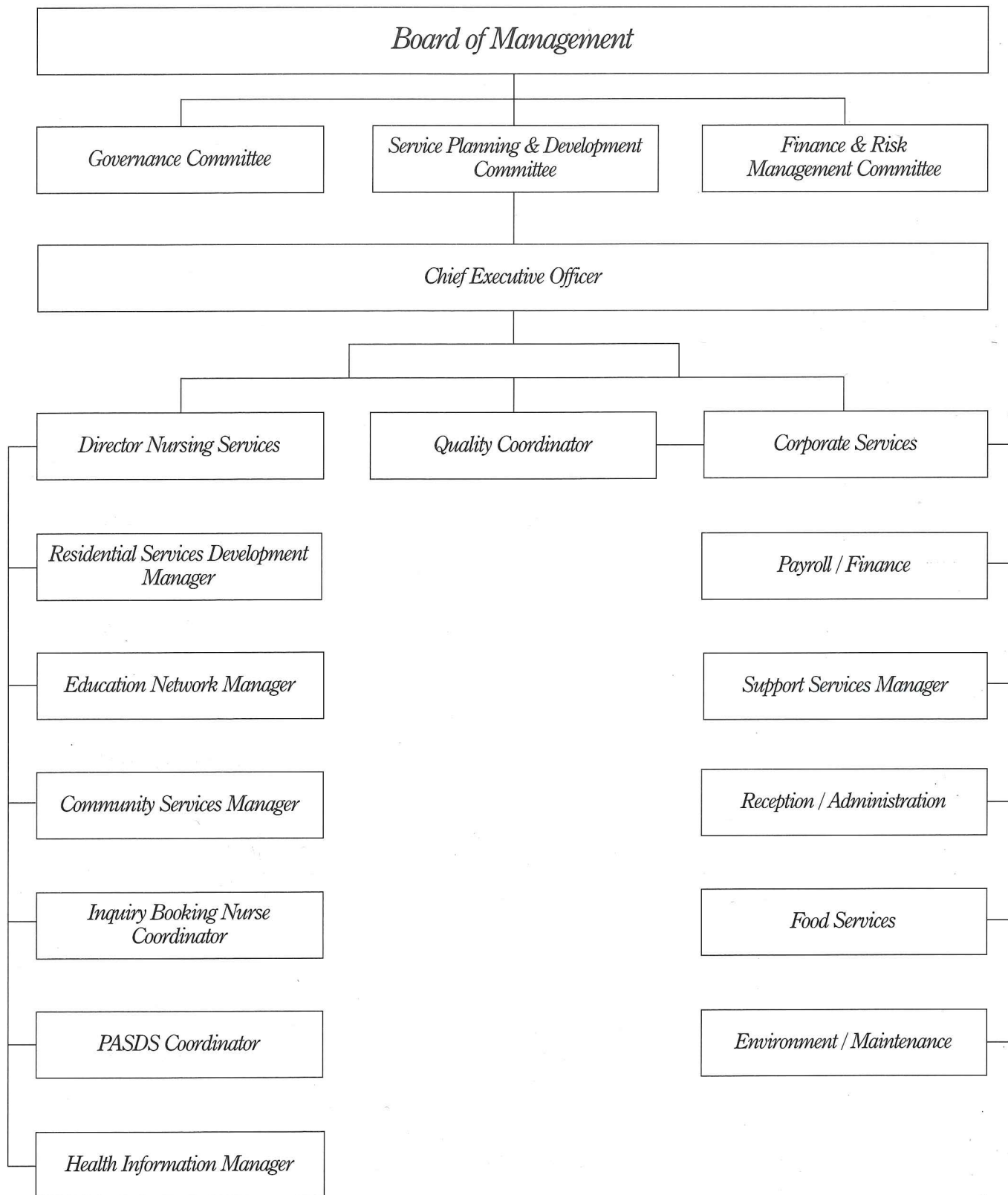
Ms Betty Hassold, our Chief Executive Officer, retired after 14 years of leadership and service. We congratulate Betty on her significant contribution not only to Tweddle, but also to early parenting services throughout Victoria.

Ms Jan O'Connell commendably stepped up to fill the position of Acting CEO and Director of Nursing while a new CEO was recruited.

In May 2002, Ms Heather Lyon was appointed to the position of CEO. Ms Lyon comes to Tweddle from Anglicare Central Queensland where she was the CEO. Heather brings to Tweddle broad experience in early childhood education, health and community services management, in government and not for profit organizations. We look forward to working with Heather and the staff to lead Tweddle into an exciting future.

Hilary Russell
BA Dip Ed BSW MBA
President

Organisational Structure



Board of Director's

Board of Director's Attendance

Meetings Attended

Fiona Benson	5 of 8
Robert Beswick	6 of 8
Ian Broadway	3 of 8
Julie Collete (VP)	7 of 8
Jennie Connolly (T)	3 of 5
Adam Fry	7 of 8
Jenni Gratton-Vaughan	4 of 5
Nigel Hocking	6 of 8
Bella Iricht	0 of 3
Rodney Jones	5 of 8
Hilary Russell (P)	8 of 8
Lesley Yates	6 of 8
Michael Smith	1 of 1

Office Bearers, Senior Staff and Sub Committees

President: Mr Rodney Jones LLB (Melb) (October 2001)
Ms Hiliary Russell, BA; B Soc Stud: Dip ED;
Grad Dip Man: M Bus Admin (from Nov 2001)

Vice President: Ms Hiliary Russell, BA; B Soc Stud: Dip ED;
Grad Dip Man: M Bus Admin
Ms Jennie Connolly, B Bus (Acct); Grad Dip Ed;
M Bus Man (from December 2001)

Treasurer: Ms Jennie Connolly, B Bus (Acct); Grad Dip Ed;
M Bus Man
Mr Ian Broadway, B Comm FCPA; Grad Dip
Acct. (from December 2001)

Committee Members: Ms Fiona Bensen, BA (PR).
Mr Robert Beswick, B Sc.
Ms Julie Collette, RN, MN; B App Sc; M Bus
Admin.
Mr Adam Fry, Dip Social Science.
Ms Jennie Gratton-Vaughan, B App Sc OT;
Grad Dip Rehab Studies; Grad Dip Man; M
Bus. (resigned January 2002)
Dr Nigel Hocking, M.B., B.S. (Hons), F.R.A.C.P.
(retired May 2001)
Ms Bella Iricht, M. Ed; Grad Dip Student
Welfare; Grad Dip Curriculum; Grad Dip
Educational Admin; Cert A Edu; T.Sp.T.C;
T.P.T.C. (retired September 2001)
Ms Lesley Yates, B Ed (Economics); Grad Dip PR.
Mr Michael Smith, B.Com, CA

Sub Committees:

Finance and Risk Management

Members: Ms Jennie Connolly (Chair from
December 2001), Ian Broadway (Treasurer from
December 2001), Mr Rodney Jones (October
2001), Mr Lesley Yates.

Advisory: C.E.O., D.N.S., Ms Karen Haigh
(Secretary).

Governance

Members: Mr Rodney Jones (Chair until October 2001), Ms Hiliary Russell (Chair from November 2001), Ms Jennie Gratton-Vaughan (resigned January 2002)
Advisory: C.E.O., D.N.S.,

Service Planning and Development

Members: Ms Hiliary Russell (Chair), Ms Fiona Bensen, Ms Julie Collette, Mr Adam Fry. Advisory: C.E.O., D.N.S., (Secretary)

Chief Executive Officer:

Ms Betty Hassold, RN, RM, Grad Dip CHN & M& CHN; Grad Dip ED; BA; FRCNA (retired January 2002)
Ms Jan O'Connell, RN, RM; Grad Dip CHN & M&CH; Grad Dip Bus (acting CEO from January 2002 to July 2002)
Ms Heather Lyon, Dip Early Childhood; Grad Dip Ed; Grad Dip Admin; Dip Comp. Dir. M.A.I.C.D. (CEO as of July 2002)

Director of Nursing Services:

Ms Jan O'Connell, RN, RM; Grad Dip CHN & M&CH; Grad Dip Bus

Parenting Services Manager:

Ms Melva Jackling, RN, RM; Dip Counselling & Psychotherapy; Grad Dip F&CH

Education Manager:

Ms Gina Ralston, RN, RPN, RM; IBCLC; Grad Dip Ed/Training

Community Services Manager:

Ms LeAnn Williams, RN, RM; M&CH; B Ed

Solicitors:

Perillo Adami

Auditors:

MGI Meyrick Webster

“Thanks heaps and heaps! What a wonderful group of caring staff; we left with knowledge and techniques which have seen our son sleep soundly and effortlessly at bedtimes.”

General Reports

*“Your staff appears
to really enjoy what
they do - their
relaxed attitude
certainly rubs off
on us clients”*

Incorporation

Tweddle is a Schedule 1 Public Hospital incorporated under the Health Services Act 1988.

Accountability

Tweddle is accountable to the Honourable Bronwyn Pike, Minister for Community Services and Housing, through the Department of Human Services.

Buildings and Maintenance Compliance

The Buildings and infrastructure have been maintained at an appropriate level. All safety requirements are reviewed during cyclitic schedules.

Equal Opportunity

Tweddle is an Equal Employment Opportunity employer and continues to work toward the full application of public sector employment and conduct principles in the work place.

Freedom of Information

During the past year 6 requests have been received under the Freedom of Information (FOI) Act 1982.

Life Governors

Miss E M Angliss, MBE	Mr A J Mangan	Ms L Glanville	Miss I Brennan
Mrs A J Mangan	Mr K Hambly	Mrs L Charlton	Mrs M Maskell
Mr G Jasper	Mrs W Clark	Ms D McGregor	Mrs A Lock
Ms P. Digby	Mrs J Mercer	Mrs G Redman	Mrs A Downe
Mrs J Price	Mrs W Stephens	Miss Stevenson	

Ministerial Directions

The information listed in the Directions of the Minister for Finance Part 9.1.3(v) is available upon request.

Our Donors

Tweddle has been delighted to be the recipient of generous donations by a number of donors and acknowledges the following list of donors above \$1000:

Joe White bequest - \$2000
Littlewood charities - \$1000
Joe White bequest - \$2000

These donations have assisted Tweddle to purchase equipment, toys and resources and to fund research projects and parenting session at the Women's Prison at Deer Park and Tarrengower.

Statutory Disclosure

No employee is required to complete a declaration of pecuniary interests. Board members are required to disclose any pecuniary or other interests in any matter under consideration by the Board.

Legislative Changes 2001 - 2002

Legislative Changes for inclusion in Annual Report 2001 - 2002

Acts

- * Whistleblowers Protection Act 2001
- * Community Visitors Legislation (Miscellaneous Amendments) Act 2001
- * Health Services (Conciliation and Review) Act 2001
- * Fundraising Appeals (Amendment) Act 2001
- * Infertility Treatment (Amendment) Act 2001
- * Health Practitioner Acts (Further Amendment) Act 2002
- * Pathology Services Accreditation (Amendment) Act 2002
- * Health Services Act
- * Privacy Act

Regulations

- * Audit (Public Bodies) (Amendment) Regulations 2001 (St Georges Health Service Only)
- * Dental Practice (Amendment) Regulations 2001
- * Drugs, Poisons and Controlled Substances (Commonwealth Standard) Regulations 2001
- * Food (Forms, Exemption and Registration details) (Amendment) Regulations 2001
- * Fundraising Appeals (Amendment) Regulations 2001
- * Health Services (Supported Residential Services) Regulations 2001
- * Mental Health (Amendment) Regulations 2001
- * Occupational Health and Safety (Plant) (Amendment) Regulations 2001
- * Cancer (Reporting) Regulations 2002
- * Freedom of Information (Access Changes) (Amendment) Regulations 2002
- * Health (Prescribed Consultative Councils) Regulations 2002
- * Health Records Regulations 2002
- * Health Services (Residential Services) Visitors Board Elections Regulations 2002
- * Occupational Health and Safety (Major Hazard Facilities) (Amendment) Regulations 2002

Operational Reports and Annual Statistics

“We would like to sincerely thank you for returning some kind of sanity into our lives. Jack has progressed way better than we thought, thanks to your skilled advice, patience and care.”

Parenting Services

Tweddle offers Victorian families with children 0-3 years of age specialist parenting services to support them during this very important time of their life. Parenting brings many joys as well as challenges that can, at times, be quite stressful, confusing and tiring. Our experienced and supportive staff assist families to understand and learn more about their young child's development and behaviours as well as develop new skills, knowledge, confidence and competence in their approach to parenting. Our staff understands the importance of tailoring interventions to suit each family's needs.

Residential Services

Tweddle offers a 1, 2 or 4 night stay depending on the complexity of the issues parents are experiencing. Emphasis is on parents active participation throughout their program. Parents identify the specific goals they wish to achieve during their stay and the family's care plan is designed to ensure that the strategies implemented are appropriate and flexible to suit individual preferences. The aim is to strengthen family functioning to ensure safe, effective child rearing practices. Parents work towards achieving their goals through one-to-one consultation with staff, group education sessions, modeling of new parenting techniques, self directed learning and supported practice of these skills.

Day Stay Program

Tweddle's Day Stay Programs continue to be very popular bringing effective outcomes for the families who attend. Day Stay Programs operate 3 days a week from the Footscray site and 1 day per week in Wyndham. The spread of days that Day Stay is available during week days and Saturday offer choices for parents to attend at a time that suit their home and work commitments and make it possible for partners to participate.

Tweddle continues its successful collaboration with other health services in providing Day Stay Programs to families in their local community. Strong partnerships continue with the Hume City Council, Williamstown Hospital and Djerriwarrh Health Services. These programs promote easier access for families and support a close link with other services they attend.

Table A: Workforce Data - as at 30th June 2001

	2000 People*	2000 EFT**	2001 People*	2001 EFT**
Management	10	6.00	11	5.85
Nursing	31	17.70	28	20.43
Administration	5	1.25	3	2.04
Domestic Services	4	1.52	3	1.71
TOTAL	50	26.47	45	30.03

* Represents Actual People Employed

** Represents Effective Full Time (EFT) Positions

Table B: Residential Services - Admitted client

	1999/00	2000/01	2001/02	Variance
Beds available each day of operation	24	24 (Mon-Sat) 8 (Sun)	19	
Clients admitted	2,910	2749	2245	-161
Families admitted	1072	1000	823	-72
Clients admitted for 1 day	416	250		-166
Average length of stay	2.5 days	2.6 days		+0.1 days
Total client bed days	7395	7317		-78
% Occupancy	101.4%	99.8%	102.52%	+2.72%

* 1998/99 Bed Closures: Sundays x 52; Xmas & NY x 15; in-service days x 2; public holidays x 5 = 74 days closed or 291 days of operation in 1998/99.

* 1999/00 Bed Closures: Sundays x 44; Xmas & NY x 9; in-service days x 2; public holidays x 6 = 61 days closed or 304 days of operations in 99/00.

* 2000/01 Bed Closures: Weekends x 9; Xmas & NY x 11; in-service days x4; public holidays x 4 = 28 days closed or 337 days of operations in 00/01

* 2001/02 Bed Closures: Sundays x 22; Xmas & NY x 13; in-service days x 4; public holidays x 3 = 42 days closed or 323 days of operation in 1998/99.

*“Thank you again,
I leave here with a
confident outlook.”*

Table C: Day Stay Programs - Admitted Non, Admitted Clients

Tweddle Funded Programs				
	Admitted Clients	Non-Admitted Clients		Total
	Maribyrnong	Wyndham	Maribyrnong	
1999/2000				
Individuals	379	358	0*	737
Families	164	155	0*	319
2000/2001				
Individuals	821	339	0*	1160
Families	339	152	0*	491
2001/2002				
Individuals	851	323 ^	0*	1174
Families	356	142 ^	0*	498
Variance (current to prior financial year)				
Individuals	+30	-16	0	+14
Families	+17	-10	0	+7

* The Maribyrnong Day Stay commenced to register clients as admitted rather than non-admitted in 1999/2000

^ The Wyndham Day Stay reduced to 2 families per session and the Maribyrnong Day Stay increased an additional 2 families per week

Table D: Total Day Stay Clients - Admitted, Non Admitted and Collaborative Programs

	1999/2000	2000/2001	2001/02	Variance
Individuals	1,710	2357	2622	+265
Families	737	998	1161	+163

Parenting Assessment and Skill Development Service (PASDS)

This intensive residential parenting program enables a comprehensive assessment of parenting skills and knowledge and their ability to implement and sustain the practice of newly learnt skills. Staff work closely with families to build on existing competencies and develop further skills. The program aims to teach and support parents to provide protective and nurturing care for their children with increased confidence and competence. Parents implement the new skills and knowledge guided and supported by staff.

Day PASDS

Tweddle also provides an innovative medium-intensity combination day-stay and home-based Parenting Assessment and Skill Development Service. This addresses an identified gap in the support and education of parents referred by the Department of Human Services Protective Services. It assists them to learn and apply competent parenting practices in a relaxed environment or in their own home.

Tweddle Education Network

The Tweddle Education Network continues to expand providing innovative, and responsive programs for parents and professionals. The model acknowledges the need for parents and professionals to have access to high quality early parenting information which is evidence based and supported by clinical practice experience.

The Education Network offers a wide range of learning opportunities which aim to assist parents to feel more informed, confident and competent with their parenting and enhance the clinical practice of health professionals. All programs are presented within the context of the social model of health which acknowledges and respects adult learning principles.

The feedback, received from both parents and professionals, is testimony to the skill, enthusiasm and dedication with which the education team educators conduct their work. Achievements in 2001/2002 include:

National Project

Tweddle Child and Family Health Service is the lead agency of a National Consortia of early parenting centres Tresillian Family Care Centres, NSW; Queen Elizabeth 11 Family Centre, Canberra, ACT; Ngala Family Resource Centre, WA; and the Victorian Parenting Centre; formed to develop a "Parenting Skills Development Framework" for professionals working with families with young children, especially those at high risk.

The aim of the project is to document an evidence based approach to the identification, early intervention and support of families in parenting children from birth to three years of age.

Victorian Parenting Centre

Tweddle is a founding member in a Consortium of services that successfully submitted for funding to operate The Victorian Parenting Centre in 1995. The other four services involved in the Consortium are The Department of

*“Words will never
express my
gratitude and
heartfelt thanks for
the way in which
you looked after us.
You treated us with
respect, care and a
gentle affection that
made all the
difference to our
stay with you.”*

Psychology and Intellectual Disability Studies, RMIT; The Centre for Community Child Health & Ambulatory Paediatrics, RCH; The Psychology Department, RCH. The Consortium leadership and direction provided through the Board of Management has seen The Victorian Parenting Centre develop and expand its role in researching and evaluating parenting and family life. Tweddle is proud of its involvement and contribution to this recognised and highly regarded service that now receives recurrent Government funding.

Research Program

Research has long been an interest at Tweddle, as has recognition of the importance of basing practice on research evidence. Not only does Tweddle keep abreast of current research through literature review and community involvement, we actively seek opportunities to evaluate our services or develop new initiatives through research. Current research projects include:

1. *“Building an Evidence Base to Parent Infant Practice”* Joint Research project with the Key Centre for Women’s Health in Society
This project aims to examine the impact of an admission to an early parenting program on the psychological functioning of women and the behaviour of their infants
2. *“Effectiveness of a Specialist Residential Parenting Program in Improving Fathers’ Parenting Confidence and Competence”*
3. *“Sleep Problems in Infancy: Evaluation of an Intervention Strategy”*
The research aim is to determine the ability of parents to implement and sustain change in their young child’s sleeping patterns following an education session

All the research projects demonstrate Tweddle’s commitment to innovative and creative approaches to supporting and enhancing parenting knowledge and practice and will further promote our position as an organisation of excellence both nationally and internationally.

Prisons

In June 2000 Tweddle Child and Family Health Service's was successful in a proposal seeking funding from the Trustees of the Forest Hill Early Childhood Foundation to provide the "Preparation for Release Program" for the Women at Deer Park Correctional Centre. The aim of the program is to assist women to:

1. Identify and build on their parenting strengths and skills
2. Learn practical skills and knowledge integral to the care of young children
3. Learn about infant and young children's developmental stages
4. Explore issues about the transition to parenting

This collaboration with both the Corrective Services Management and the women has been extremely successful. Further funding was obtained to continue the programs which will expand to include both Dame Phyllis Frost Centre and at Tarrangower. Tweddle is also working closely with "New Beginnings" program funded through the Commonwealth Government providing parenting programs in selected prisons across Australia.

Schools Program

Tweddle was successful in gaining funding through the School Focused Youth Service, City of Hobson's Bay in 2001. The program aims were to provide information about parenting issues, resources, supports and services available to students, teachers and student support staff.

Fathers Parenting Program

Relationships Australia in collaboration with Tweddle is running parenting session for fathers admitted for a residential program. This provides further support to the father parenting role and provides a forum to discuss particular issues, expectations, experiences and responsibilities. The aim is to then link fathers back into the community to continue their ongoing support through programs such as "Best Start".

Annual Financial Statements 2001 - 2002

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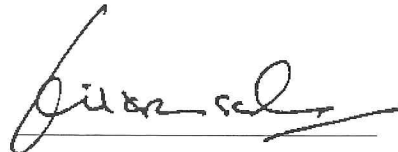
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Certification

In our opinion the Report of Operations and the Financial Statements of the Tweddle Child and Family Health Service comprising a Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and Notes to the Financial Statements have been prepared in accordance with the provisions of the Financial Management Act 1994 and the Directions of the Minister for Finance - Part 9 Reporting Provisions.

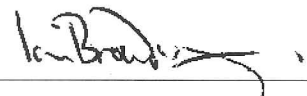
In our opinion the Financial Statements present fairly the financial transactions for the year ended 30 June 2001 and the financial position as at that date of the Tweddle Child & Family Health Service

At the date of signing the Financial Statements we are not aware of any circumstances which would render any particulars included in the statements to be misleading or inaccurate.



President

Ms H. Russell



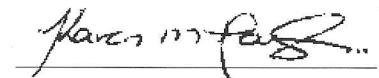
Board Member / Treasurer

Mr I. Broadway



Chief Executive Officer

Ms. H Lyon



Finance Officer

Ms. K. Haigh

Dated the 12th day of September 2002 (Melbourne)

Revenue and Expense Statement

	Note	2002 \$	2001 \$
Revenue from Ordinary Activities	2, 2A	2,733,547	2,405 411
Expenses from Ordinary Activities	2B		
Employee Entitlements		1,823,410	1,833,454
Depreciation	3	104,821	108,508
Other Expenses		649,474	660,556
		<u>2,577,705</u>	<u>2,602,518</u>
Net Results from Ordinary Activities		<u>155,842</u>	<u>(197,107)</u>
Net Results for the year	4	<u>155,842</u>	<u>(197,107)</u>
Total changes in equity other than those resulting from changes in contributed capital	15	<u>155,842</u>	<u>(197,107)</u>

This statement should be read in conjunction with the accompanying notes.

Statement of Financial Position as at 30 June 2002

Balance Sheet as at 30 June 2002

*Statement of
Cash Flows
for the
period ending
30 June 2002*

Assets

	Note	2002 \$	2001 \$
Current Assets			
Cash Assets	7,8	394,477	359,638
Receivables	8,9	53,188	57,057
Other Financial Assets	8,10	1,073,434	1,030,120
Inventory	11	6,166	9,801
Total Current Assets		1,527,265	1,456,616
Non Current Assets			
Property, Plant & Equipment	12	3,268,174	3,194,790
Other Financial Assets	10	1,102,979	1,055,700
Total Non-Current Assets		4,371,153	4,250,490
Total Assets		5,898,418	5,707,106
Liabilities			
Current Liabilities			
Payables	9,13	147,464	105,434
Employee Entitlements	14	262,159	198,911
Total Current Liabilities		409,623	304,345
Non-Current Liabilities			
Employee Entitlements	14	134,890	204,698
Total Non-Current Liabilities		134,890	204,698
Total Liabilities		544,513	509,043
Net Assets		5,353,905	5,198,063
Equity			
Asset Revaluation Reserve	6	1,251,014	1,251,014
Other reserves	6a	416,474	416,474
Accumulated Surplus / (Deficit)	4	155,842	3,530,575
Contributed Capital	5	3,530,575	-
Total Equity	15	5,353,905	5,198,063

This statement should be read in conjunction with the accompanying notes.

Cash Flow

Cash Flows from Operating Activities

	Note	2002 \$	2001 \$
Receipts			
Government Grants		2,336,490	1,898,766
Patient Fees		-	-
Interest Received		53,205	75,486
Other		562,986	136,679
		<u>2,952,681</u>	<u>2,110,931</u>
Payments			
Employee Entitlements		(1,711,988)	(1,774,416)
Other Suppliers		(963,720)	(308,918)
		<u>(2,675,708)</u>	<u>(2,083,334)</u>
Net Cash Flows (used in)			
Operating Activities	16	<u>276,973</u>	<u>27,597</u>

Cash Flows from Investing Activities

Capital Donations		7,787	37,040
Proceeds from Sale of Properties, Plant & Equipment		-	16,200
Purchase of Properties, Plant & Equipment		(213,205)	(56,367)
Proceeds from Sale of Investments		150,965	276,783
Purchase of Investments		(144,366)	(166,416)
Net Payments for Bank Bill Rollovers		(43,315)	(52,700)
Net Cash provided by (used in) Investing Activities		<u>(242,134)</u>	<u>54,540</u>
Net increase / (decrease) in cash held		34,839	82,137
Cash at 1 July 2001		<u>359,638</u>	<u>277,501</u>
Cash at 30 June 2002	7	<u>394,477</u>	<u>359,638</u>

This Statement should be read in conjunction with the accompanying notes

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Notes

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Note 1: Statement of Accounting Policies

The general purpose Financial Statements of the Tweddle Child & Family Health Service have been prepared in accordance with the provisions of the Financial Management Act 1994. These requirements incorporate relevant accounting standards issued jointly by The Institute of Chartered Accountants in Australia and the Australian Society of Certified Practising Accountants and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views). They have been prepared on the historical cost basis whereby assets are recorded at purchase price plus costs incidental to their acquisition and do not take into account changing money values nor the current assets (unless specifically stated).

(a) Rounding Off

All amounts shown in the Financial Statements are expressed to the nearest dollar.

(b) Receivables and Revenue Recognition

Revenues are recognised when they are earned. Trade debtors are carried at nominal amounts due and are due for settlement within 30 days. Collectability of debts is reviewed on an ongoing basis. A provision for doubtful debts is raised where doubt as to collection exists.

(c) Depreciation

Assets with a cost in excess of \$1,000 are capitalised and depreciation has been provided on depreciable assets so as to allocate their cost -or valuation- over their estimated useful lives using the straight-line method. This depreciation charge is not funded by the Department of Human Services.

The following table indicates the expected useful lives of non current assets on which the depreciation charges are based:

Buildings	Up to 40 years
Plant & Equipment	Up to 10 years
Furniture & Fittings	Up to 10 years

(d) Trade and Other Creditors

These amounts represent liabilities for goods and services provided prior to the end of the financial year and which are unpaid. The normal credit terms are Nett 30 days.

(e) Inventories

Inventories are valued at the lower of cost and net realisable value. Cost is determined principally by the first-in, first-out method.

(f) Employee Entitlements

Based on pay rates current at balance date. On costs such as WorkCover and superannuation are included in the calculation of leave provisions.

Long Service Leave

The provision for long service leave is determined in accordance with Accounting Standard AAS30. Generally, the entitlement under various awards becomes payable upon completion of ten years' service. The proportion of long service leave estimated to be payable within the next financial year is a current liability. The balance of the provision is classified as a non-current liability measured at the present value of the estimated future cash outflow arising from employee's services to date.

Wages and Salaries, Annual Leave and Accrued Days Off

Liabilities for wages and salaries, annual leave and accrued days off are recognised, and are measured as the amount unpaid at the reporting date in respect of employee's services up to that date.

(g) Revenue Recognition / Income in Advance

Revenue is recognised in accordance with AAS15. Income is recognised as revenue to the extent they are earned, should there be unearned income at reporting date, it is reported as income in advance.

(h) Donations

Donations are recognised as revenue when the cash is received.

(i) Fund Accounting

The Hospital operates on a fund accounting basis and maintains two funds: Operating and Capital Funds. The Hospital's Capital Fund includes unspent capital donations and receipts from fund-raising activities conducted solely in respect of this fund.

(j) Services Supported by Health Services Agreement and Services Supported by Hospital and Community Initiatives

The Activities classified as *Services Supported by Health Services Agreement* are substantially funded by the Department of Human Services while *Services Supported by Hospital and Community Initiatives* are funded by the Hospital's own activities or local initiatives.

(k) Contributed Capital

Consistent with UIG Abstract 38 "Contributions by Owners Made to Wholly-Owned Public Sector Entities" and Accounting and Financial Reporting Bulletin 39 "Accounting for Contributed Capital", transfers that are in the nature of contributions or distributions, have been designated as contributed capital.

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(l) Comparative Information

Where necessary, the figures of the previous year have been re-classified to facilitate comparisons.

(m) Asset Revaluation Reserve

The Asset Revaluation Reserve is used to record increments and decrements in the revaluation of non-current assets.

(n) Endowment Fund Reserve

The Endowment Fund Reserve is used to fund research and development activities related to the advancement of child welfare and other research related to the mission and objectives of Tweddle Child and Family Health Service.

(o) Revaluation of Non-Current Assets

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at fair value. Plant and equipment are measured at cost. Revaluations are made with sufficient regularity to ensure that the carrying amount of each asset does not differ materially from its fair value at the reporting date. Revaluations are assessed annually and supplemented with independent assessments, at least every three years. Revaluations are conducted in accordance with the Victorian Government Policy Paper Revaluation of Non-Current Physical Assets.

Revaluation increments are credited directly to the asset revaluation reserve, except that, to the extent that an increment reverses a revaluation decrement in respect of that class of asset previously recognised at an expense in the net result, the increment is recognised immediately as revenue in net result.

Revaluation decrements are recognised immediately as expenses in the net result, except that, to the extent that a credit balance exists in the asset revaluation reserve in respect of the same class of assets, they are debited directly to the asset revaluation reserve.

Revaluation increments and decrements are offset against one another within a class of non-current assets.

(p) Other Financial Assets

Other Financial Assets are valued at cost and are classified between current and non-current based on the Hospital Board of Management's intention at balance date with respect to the timing of disposal of each investment. Interest revenue from Other Financial Assets is brought to account as it is earned.

Note 2: Revenue from Operating Activities

	2002	2001
	\$	\$
Recurrent		
Government Grants		
- Dept. of Human Services - Acute Care Program	1,892,364	1,566,621
- Dept. of Human Services - Protective Services	325,181	174,520
Income for Services Provided		
- Djerriwarrh Health Services	17,322	11,456
- City of Hume	34,587	33,096
- Williamstown Hospital	37,273	20,494
- Terang	9,530	-
Tweddle Education Network	54,321	84,026
Indirect Contributions by Human Services		
- Insurance	16,771	19,836
Interest	5,062	5,878
Specific Purpose Programs	49,375	-
Other Revenue	11,592	10,001
	<u>2,453,378</u>	<u>1,925,928</u>
Capital Purpose Income		
Donations	7,787	37,040
Sub-Total Revenue from Operating Activities	<u>2,461,165</u>	<u>1,962,968</u>
Revenue from Non-Operating Activities		
Interest	53,205	78,181
Dividends	59,708	63,708
Property Income	8,504	6,217
Proceeds from Sale of		
- Non Current Assets (refer note 2c)	-	16,200
- Investments (refer note 2c)	150,965	276,783
Other	-	1,354
Sub-Total Revenue from Non-Operating Activities	<u>272,382</u>	<u>442,443</u>
Total Revenue from Ordinary Activities		
(refer note 2a)	<u>2,733,547</u>	<u>2,405,411</u>

Indirect contributions by Human Services

Department of Human Services makes certain payments on behalf of the Hospital. These amounts have been brought to account in determining the operating result for the year by recording them as revenue and expenses.

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Note 2A: Analysis of Revenue by Source

	2002	2001
	\$	\$
Revenue from Services Supported by Health Services Agreement		
Government Grants		
- Dept. of Human Services - Acute Care Program	1,892,364	1,566,621
- Dept. of Human Services Protective Services	325,181	174,520
Indirect Contributions by Human Services		
- Insurance	16,771	19,836
Interest	5,062	5,878
Other Revenue	11,592	10,001
Sub-Total Revenue from Services Supported By Health Services Agreement	<u>2,250,970</u>	<u>1,776,856</u>

Indirect Contributions by Human Services

Department of Human Services makes certain payments on behalf of the Hospital which for the year 2001-02 were \$16,771. These amounts have been brought to account in determining the operating result for the year by recording them as revenue and expenses.

	2002	2001
	\$	\$
Revenue from Services Supported by Hospital & Community Initiatives		
Operating Services		
- Tweddle Education Network	54,321	84,026
Other Income for Services Provided		
- Djerriwarrh Health Services	17,322	11,456
- City of Hume	34,587	33,096
- Williamstown Hospital	37,273	20,494
- Terang	9,530	-
Other Activities		
Property Income	8,504	6,217
Donations	7,787	37,040
Net Gain from Sale of		
- Non-Current Assets (refer Note 2C)	-	16,200
- Investments	150,965	276,783
Other Initiatives	162,288	143,243
Sub-Total Revenue from Services Supported by Hospital and Community Initiatives	<u>482,577</u>	<u>628,555</u>
Total Revenue from All sources	<u>2,733,547</u>	<u>2,405,411</u>

Note 2B: Analysis of Expenses by Source

	2002	2001
	\$	\$
Services supported by Health Services Agreement		
- Acute Care		
Employee Entitlements		
- Salaries and Wages	1,525,882	1,507,707
- WorkCover Compensation Insurance	30,886	29,143
- Long Service Leave	31,315	49,093
- Superannuation	117,345	131,621
Other Expenses		
- Buildings, Safety & Infrastructure	16,542	11,559
- Food Supplies	54,806	64,612
- Human Resources	87,963	21,310
- Information Technology	50,557	13,241
- Property Charges	20,695	21,174
- Telephone, Stationery & Postage	51,735	56,247
- Other	325,449	396,090
Sub-Total Expenses from Services Supported by Health Service Agreement	<u>2,313,175</u>	<u>2,301,797</u>
Services supported by Hospital & Community Initiatives Employee Entitlements		
- Salaries & Wages	25,036	108,946
- Superannuation	1,908	6,944
Other Expenses		
- Specific Purpose Programs	49,375	-
- Administrative Expenses	23,944	56,432
- Repairs and Maintenance	13,356	13,891
- Consultants Fees	-	2,000
- Other	7,390	-
Sub-Total Expense from Services Supported by Hospital and Community Initiatives	<u>121,009</u>	<u>188,213</u>
Depreciation	104,821	108,508
Write off of assetts	35,000	-
Audit Fees		
- Auditor General	3,700	4,000
Total Expenses from Ordinary Activities	<u>2,577,705</u>	<u>2,602,518</u>

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Note 2C: Sale of Non-Current Assets

	2002	2001
	\$	\$
Proceeds from disposal of investments	150,965	276,783
Less written down value of investments sold	97,087	228,746
Net Gain from disposal of investments	<u>53,878</u>	<u>48,037</u>
Proceeds from disposal of physical assets	-	16,200
Less written down value of physical assets sold	-	12,877
Net gain from disposal of physical assets	<u>-</u>	<u>3,323</u>
Total	<u><u>53,878</u></u>	<u><u>51,360</u></u>

Note 3: Depreciation

	2002	2001
	\$	\$
Buildings	50,571	51,720
Plant & Equipment		
- Transport	10,078	4,249
- Computers & Communication	21,500	29,852
- Furniture and Fittings	13,039	13,040
- Other Equipment	9,633	9,647
Total	<u><u>104,821</u></u>	<u><u>108,508</u></u>
Allocation of Depreciation		
- Services Supported by Hospital & Community Initiatives	<u>104,821</u>	<u>108,508</u>
	<u><u>104,821</u></u>	<u><u>108,508</u></u>

Note 4: Accumulated Surplus / (Deficit)

	2002	2001
	\$	\$
Accumulated Surplus at the Beginning of the Reporting Period	3,530,575	3,727,682
Net result for the Year	155,842	(197,107)
Transfers to and from Reserves	-	-
Recognition of opening balance on adoption UIG 38/AFRB No. 39	(3,530,575)	-
Adjustment resulting from change in accounting policy	-	-
Balance at the end of the reporting period	<u><u>155,842</u></u>	<u><u>3,530,575</u></u>

Note 5: Contributed Capital

	2002	2001
	\$	\$
Balance as the beginning of the reporting period	-	-
Recognition of opening balance on adoption UIG 38/AFRB No. 39	3,530,575	-
Balance at the end of the reporting period	<u>3,530,575</u>	-

Note 6: Asset Revaluation Reserve

	2002	2001
	\$	\$
Balance as the beginning of the reporting period	1,251,014	1,251,014
Asset Revaluation Reserve at Reporting Date	<u>1,251,014</u>	<u>1,251,014</u>

Note 6A: Other Reserves

	2002	2001
	\$	\$
Balance as the beginning of the reporting period	416,474	416,474
Endowment Fund Reserve at the Reporting Date	<u>416,474</u>	<u>416,474</u>

Note 7: Reconciliation of Cash

For the purpose of the statement of cash flows, the Hospital considers cash to include: petty cash, cash in hand, in banks and investments in money market instruments which are readily convertible to cash on hand, and are subject to insignificant risk to change in value.

	2002	2001
	\$	\$
Operating Fund		
- Cash at bank and on hand	336,903	140,205
Capital Fund		
- Cash at bank and on hand	3,550	167,691
- Cash Management Account	54,024	51,742
Total Cash at June 30	<u>394,477</u>	<u>359,638</u>

312,839

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Note 8: Financial Instruments

Interest Rate Risk

The Hospital's exposure to interest rate risk and effective weighted average interest rate maturity periods is set out in the following timetables.

Interest rate exposure as at 30/06/2002

	Fixed interest rate maturing			Total 2002
	1 year or less	1 to 5 years	Non Interest Bearing	
Financial Assets				
Cash	394,127	-	350	394,477
Receivables	-	-	53,188	53,188
Investments	1,073,434	-	1,102,979	2,176,413
Total Financial Assets	1,467,561	-	1,156,517	2,624,078
Financial Liabilities				
Trade creditors and accruals	-	-	147,464	147,464
Total Financial Liabilities	-	-	147,464	147,464
Net Financial Asset/Liabilities	1,467,561	-	1,009,053	2,476,614

Weighted Average
Interest Rate

- Net Financial Assets 4.02%

Interest rate exposure as at 30/06/2002

	Fixed interest rate maturing			Total 2001
	1 year or less	1 to 5 years	Non Interest Bearing	
Financial Assets				
Cash	359,288	-	350	359,638
Receivables	-	-	57,057	57,057
Investments	1,030,120	-	1,055,700	2,085,820
Total Financial Assets	1,389,408	-	1,113,107	2,502,515
Financial Liabilities				
Trade creditors and accruals	-	-	105,434	105,434
Total Financial Liabilities	-	-	105,434	105,434
Net Financial Asset/Liabilities	1,389,408	-	1,007,673	2,397,081

Weighted Average
Interest Rate

- Net Financial Assets 4.03%

Note 8: Financial Instruments (continued)

Credit Risk Exposure

Credit risk exposure represents the loss that would be recognised if counterparties fail to meet their obligations under the respective contracts at maturity. The credit risk on financial assets of the entity have been recognised on the Statement of Financial Position, as the carrying amount, net any provisions for doubtful debts.

Net Fair Value of Assets and Liabilities

The net fair value of the assets and liabilities reported on the Statement of Financial Position are not materially different to the carrying value of the financial assets and liabilities.

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Note 9: Receivables

	Current	Non-Current	Total 2001/02	Total 2000/01
	\$	\$	\$	\$
Sundry Debtors	39,512	-	39,512	45,708
Accred Investment Income - Capital	13,676	-	13,676	11,349
Total	53,188	-	53,188	57,057

Note 10: Other Financial Assets

	Operating Fund	Capital Fund	Total 2001/02	Total 2000/01
	\$	\$	\$	\$
Current				
Bank Bills	-	1,073,434	1,073,434	1,030,120
Sub-total Current	-	1,073,434	1,073,434	1,030,120
Non-Current				
Shares in publicly listed companies	-	761,044	761,044	648,576
Units in publicly listed property trust, convertible notes and preference shares	-	341,935	341,935	407,124
Sub-total Current	-	1,102,979	1,102,979	1,055,700
Total	-	2,176,413	2,176,413	2,085,820

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Note 11: Inventory

	2002	2001
	\$	\$
Books - Sleep Right, Sleep Tight	6,166	9,801
Total	<u>6,166</u>	<u>9,801</u>

Note 12: Property, Plant & Equipment

	2002	2001
	\$	\$
Plant and Equipment At Cost		
- Transport	48,862	48,862
Less Accumulated Depreciation	(10,078)	-
	<u>38,784</u>	<u>48,862</u>
- Computers and Communications At Cost	206,651	163,446
Less Accumulated Depreciation	(131,629)	(110,129)
	<u>75,022</u>	<u>53,317</u>
- Other Equipment At Cost	110,362	110,362
Less Accumulated Depreciation	(54,102)	(44,469)
	<u>56,260</u>	<u>65,893</u>
- Furniture & Fittings At Cost	128,717	128,717
Less Accumulated Depreciation	(79,673)	(66,634)
	<u>49,044</u>	<u>62,083</u>
Sub-Total	<u>219,110</u>	<u>230,155</u>
Land & Building		
Crown Land At Valuation (1)	830,000	830,000
Freehold Land At Valuation (1)	170,000	170,000
Freehold Land at Cost	105,000	-
	<u>1,105,000</u>	<u>1,000,000</u>
Buildings At Valuation (1)	2,033,796	2,068,796
Buildings At Cost	65,000	-
Less Accumulated Depreciation	(154,732)	(104,161)
	<u>1,944,064</u>	<u>1,964,635</u>
Sub-Total	<u>3,049,064</u>	<u>2,964,635</u>
Total	<u>3,268,174</u>	<u>3,194,790</u>

(1) The land and buildings were restated to valuations determined by Mr. F. Trimboli, Registered Valuer, Frank Trimboli Real Estate, as at June 1999.

The valuation of the land and buildings is based on market value of the land and in-use value of building improvements as they stand, considering their age and obsolescence.

Note 12: Property, Plant & Equipment (continued)

Reconciliations of the carrying amounts of each class of land, buildings, plant & equipment and communication at the beginning and end of the current and previous financial year are set out below.

	Crown Land	Freehold	Buildings	Plant & Equipment				Total
				Transport	Computers & Communication	Furniture & Fittings	Other	
				\$	\$	\$	\$	
Carrying amount at start of year	830,000	170,000	1,964,635	48,862	53,317	62,083	65,893	3,194,790
Additions	-	105,000	65,000	-	43,205	-	-	213,205
Disposals	-	-	(35,000)	-	-	-	-	(35,000)
Depreciation	-	-	(50,571)	(10,078)	(21,500)	(13,039)	(9,633)	(104,821)
Carrying amount at end of year	830,000	275,000	1,944,064	38,784	75,022	49,044	56,260	3,268,174

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Note 13: Payables

	2002	2001
	\$	\$
Current		
Trade Creditors	64,139	47,250
Other (Consortium refer Note 13A)	78,125	43,560
Accrued Expenses	5,200	11,779
Accrued Expenses – Government grant	-	2,845
Total	<u>147,464</u>	<u>105,434</u>

Note 13A: Monies Held in Trust

Tweddle Child and Family Health Service is the lead agency in Commonwealth funded program which will develop and document a parenting assessment skill development tool, for use with families with children under 3 years of age. An education package/manual for professionals will be developed for trial. Other organisations involved in the program are: Ngala Family Resource Centre, WA; Queen Elizabeth II Centre, ACT; Tresillian Family Care Centres, NSW; Victorian Parenting Centre.

An amount of \$78,125 is shown as payable to other agencies at 30 June 2002.

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Note 14: Employee Entitlements

	2002	2001
	\$	\$
Current		
Long Service Leave	66,534	25,000
Accrued Salaries and Wages (including on-costs)	59,387	48,526
Annual Leave	130,335	122,627
Accrued Days Off	5,903	2,758
Total	<u>262,159</u>	<u>198,911</u>
Non-Current		
Long Service Leave	134,890	204,698
Total	<u>134,890</u>	<u>204,698</u>
Movement in Long Service Leave:		
Balance July 1, 2001	229,698	196,161
Provision made during the year	31,314	49,093
Settlement made during the year	(59,588)	(15,556)
Balance June 30, 2002	<u>201,424</u>	<u>229,698</u>

In measuring present value a probability factor which varies in accordance with the number of years of service has been used in determining the retention rate for employees with a particular number of years of service.

Note 15: Equity

	2002	2001
	\$	\$
Total Equity at the Beginning of the Reporting Period	5,198,063	5,395,170
Total Changes in Equity Recognised in the Statement of Financial Performance	155,842	(197,107)
Total Equity at the Reporting Date	<u>5,353,905</u>	<u>5,198,063</u>

Note 16: Reconciliation Of Net Cash Used In Operating Activities To Operating Result

	2002	2001
	\$	\$
Net result for the year	155,842	(197,107)
less income designated for capital purposes	(7,787)	(37,040)
Hospital (deficit) prior to capital items	148,055	(234,147)
Non Cash Movements		
Depreciation	104,821	108,508
Write off of fixed assets	35,000	-
Increase / (Decrease) in Payables	42,031	94,632
Increase / (Decrease) in Employee Entitlements	(6,560)	59,038
Net Gain from Sale of Plant & Equipment	-	(3,323)
Net Gain from Sale of Investments	(53,878)	(48,037)
Decrease / (Increase) in Receivables	3,869	57,224
Decrease / (Increase) in Inventory	3,635	(6,298)
Net Cash Used In Operating Activities	<u>276,973</u>	<u>27,597</u>

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Note 17: Commitments

The hospital had no capital, lease or operating commitments at 30th June 2002 which are not provided for in the Statement of Financial Position.

Note 18: Contingent Liabilities

The hospital had no contingent liabilities at 30th June 2002.

Note 19: Superannuation

The Hospital contributes to the Health Super Pty Ltd. Contributions made during this financial year were \$122,210, prior year contributions \$138,565. There were no amounts outstanding in respect of the financial year. The basis for calculating superannuation payable to Health Super Pty Ltd is in accordance with the Hospital Superannuation Act 1988 and the State Superannuation Act 1988. There are no loans existing from any Superannuation Fund.

The unfunded superannuation liability in respect to members of State superannuation schemes is shown as a liability separately by the Department of Treasury and Finance.

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Note 20: Remuneration of Auditors

	2002	2001
	\$	\$
Audit fees paid or payable for the audit of the financial report		
Paid as at 30 June 2002	-	-
Payable as at 30 June 2002	3,700	4,000
	<u>3,700</u>	<u>4,000</u>

Note 21: Responsible Person - Related Disclosures

(a) Responsible persons Minister for Health

The Honourable J. Thwaites

Board of Management Members

Ms F. Benson

Mr R. Beswick

Mr I. Broadway

Ms J Collette

Mr A. Fry

Mr R. Jones

Ms. H. Russell

Mr. M Smith

Ms L. Yates

Ms J Connolly

Dr N. Hocking

Mrs B. Irlicht

Ms J. Gratton-Vaughan

Appointed May 2002

Resigned December 2001

Resigned May 2002

Resigned September 2001

Resigned December 2001

Accountable Officer

Ms B. Hassold (Chief Executive Officer)

Ms. J. O'Connell (Acting Chief Executive Officer)

Ms. H. Lyon (Chief Executive Officer)

Resigned 17 February 2002

18 February to 14 July 2002

From 15 July 2002

(b) Remuneration of Responsible Persons

	2002	2001
	\$	\$
Total remuneration received or due and receivable by responsible persons from the reporting entity in connection with the management of the reporting entity amount to:	Nil	Nil
Members of the Board of Management all hold honorary positions.		

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(c) Retirement Benefits of Responsible Person

There are no retiring benefits provided to responsible persons.

(d) Other Transactions of Responsible Persons Related Parties

There were no transactions with responsible persons related parties.

e) Other Receivables from and Payables to Responsible Persons and their Related Parties.

No amounts remain payable or receivable to any Board of Management Member.

(f) Amount Attributable to Other Transactions With responsible Persons and their Related Parties.

No amounts were attributable to other transactions with responsible persons or their related parties.

(g) Executive Officer Remuneration

There are no Executive Officers whose total remuneration exceeded \$100,000 during the reporting period.

Note 22: Transactions with Other Government Controlled Entities

During the 2001/02 financial year transactions undertaken with other State Government controlled entities were as follows;

	Intra Health Portfolio 2002 \$	Inter Health Portfolio 2002 \$	Intra Health Portfolio 2001 \$	Inter Health Portfolio 2001 \$
Assets	-	-	-	-
Liabilities	3,700	-	4,000	-
Revenue	2,217,545	98,712	1,760,977	65,046
Expenses	16,771	-	19,836	9,760

"Intra" transactions are between entities within the Department of Human Services portfolio.

"Inter" transactions are with entities outside the portfolio controlled by the Victorian Government

Note 23: Events Occurring After Reporting Date

No matters or circumstances have arisen since the end of the financial year which significantly effect the operations of the Hospital, the results of those operations or the state of affairs of the Hospital in subsequent financial years.



AUDITOR GENERAL
VICTORIA

AUDITOR-GENERAL'S REPORT

To the Members of the Parliament of Victoria, responsible Ministers and the Members of the Board of Management of Tweddle Child and Family Health Service

Audit Scope

The accompanying financial report of Tweddle Child and Family Health Service for the financial year ended 30 June 2002, comprising a statement of financial performance, statement of financial position, statement of cash flows and notes to the financial statements, has been audited. The Members of the Board of Management are responsible for the preparation and presentation of the financial report and the information it contains. An independent audit of the financial report has been carried out in order to express an opinion on it to the Members of the Parliament of Victoria, responsible Ministers and the Members of the Board of Management as required by the *Audit Act* 1994.


The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. The audit procedures included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia and the financial reporting requirements of the *Financial Management Act* 1994, so as to present a view which is consistent with my understanding of the Service's financial position, financial performance and its cash flows.

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

Audit Opinion

In my opinion, the financial report presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia and the financial reporting requirements of the *Financial Management Act* 1994, the financial position of Tweddle Child and Family Health Service as at 30 June 2002, its financial performance and cash flows for the year then ended.

MELBOURNE
16 September 2002



J.W. CAMERON
Auditor-General

Contact

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Child & Family Health Service