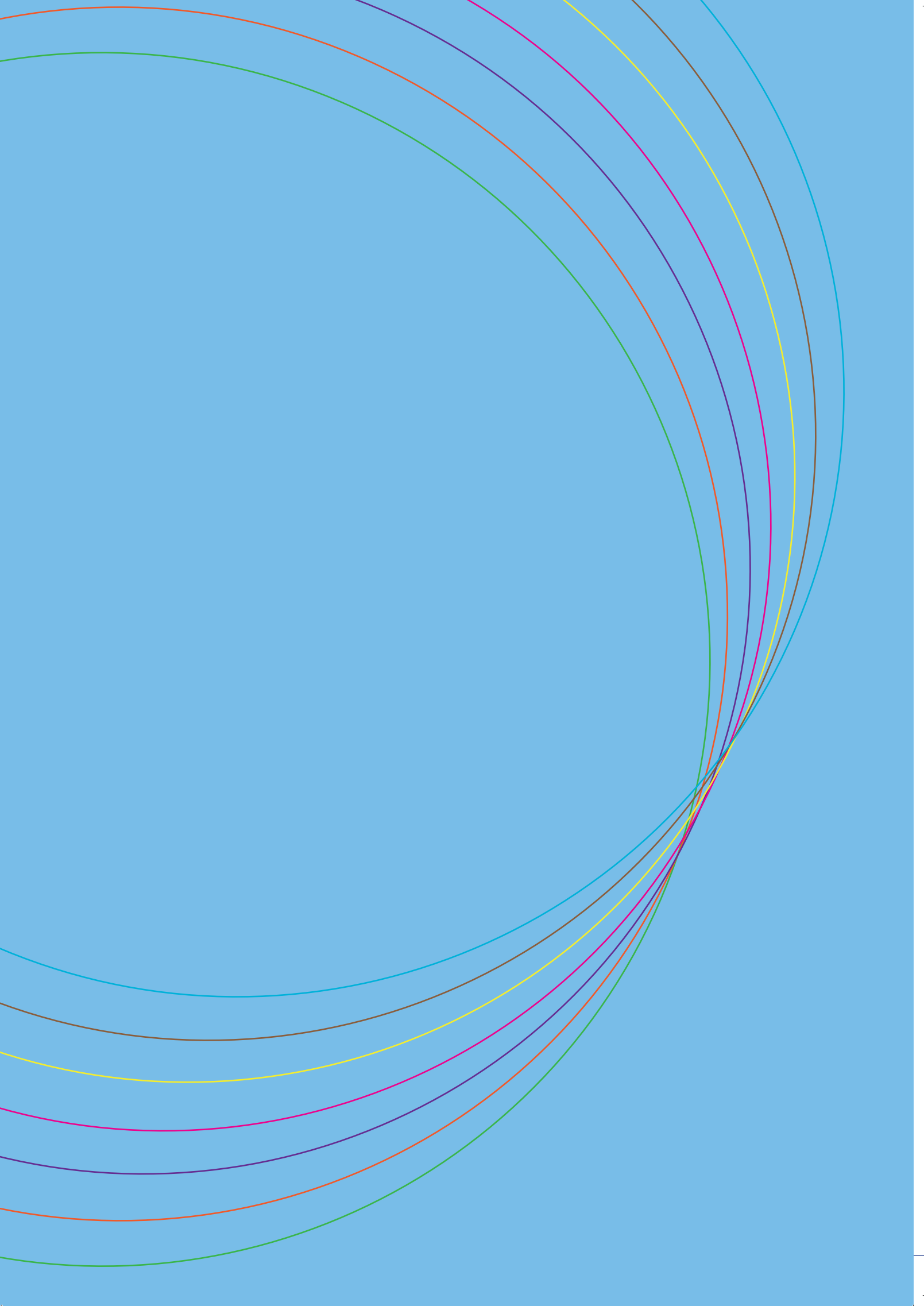




Optometrists  
Board of  
Queensland

**final  
annual  
report**  
2009-10



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# Contents

<b>Foreword</b>	<b>1</b>
<b>Constitution, goals and functions</b>	<b>3</b>
<b>Membership of the Board</b>	<b>4</b>
<b>Board and committee meetings</b>	<b>4</b>
<b>The Register</b>	<b>4</b>
<b>Administrative structure</b>	<b>5</b>
<b>Access</b>	<b>5</b>
<b>Review of activities and operations</b>	<b>5</b>
<b>Organisational chart</b>	<b>14</b>
<b>Financial report for the year ended 30 June 2010</b>	<b>16</b>

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#### Public availability of annual report

Copies of this final annual report are publicly available at [www.healthregboards.qld.gov.au/publications](http://www.healthregboards.qld.gov.au/publications) and at no cost by contacting the Office as follows:

Ms Helen Davey  
Executive Support Officer

Telephone: (07) 3225 2509  
In writing: GPO Box 2438, Brisbane Qld 4001  
Fax: 3225 2507  
Email: [daveyh@healthregboards.qld.gov.au](mailto:daveyh@healthregboards.qld.gov.au)

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# *Then* and Now



**The First Optometrists Board of Queensland 1917**

(l to r) R. James, A.P. Greenfield (Chairman), J.S.Gulfoy, J.McLeod, C.S.Fraser, H.F.Smith



**The Optometrists Board of Queensland 2010**

back row (l to r) Sherri Lucas, Andrew Carkeet, Peter Hendicott, Nancy Atkinson  
front row (l to r) Peta Frampton, Stuart Macfarlane, Colin Waldron, Ann Webber  
absent: Stephanie Manger

# Foreword

The Hon Paul Lucas MP  
Deputy Premier and Minister for Health  
Parliament House  
BRISBANE QLD 4000

Dear Deputy Premier

I have pleasure in submitting the final Annual Report and Financial Statements of the former Optometrists Board of Queensland (the Board) for the year ended 30 June 2010.

This final Annual Report outlines the activities and achievements of the former Optometrists Board of Queensland, which was repealed with effect from 1 July 2010.

I certify that this Annual Report complies with the prescribed requirements of the Financial Accountability Act 2009 and the Financial and Performance Management Standard 2009, and the detailed requirements set out in the Annual Report requirements for Queensland Government Agencies. A checklist outlining the annual reporting requirements can be found at <http://www.healthregboards.qld.gov.au/publications.htm>.

This year marks the 93<sup>rd</sup> year of regulation of the optometry profession in Queensland. It is fitting to reflect on the journey which has taken the profession from the inception of State registration to participation in the National Registration and Accreditation Scheme, which will see all optometrists registered nationally under the Optometry Board of Australia.

The passage of the *Opticians Act* in 1917 was the culmination of years of effort by the profession in this State to obtain official recognition. By 1914, in line with international trends, optical legislation was already in place in Tasmania. Mr R James, President of the Institute of Ophthalmic Opticians of Queensland had led the charge in making representations to Government for such legislation to be enacted here. Provisions in an earlier 1911 bill for introduction of a system of optical regulation had been unsuccessful.

The *Brisbane Courier* reported on 22 May 1913 that Mr James and other representatives of the Institute had met with the Home Secretary, the Hon. JG Appel, and had submitted that opticians were fully competent to deal with errors of refraction without the aid of the oculist. The members of the Institute felt that, as a protection to the public and as a protection to the younger members of the profession, opticians should be required to submit themselves to an examination prescribed by a responsible board and be registered as qualified opticians. The Institute pointed out that, in the preceding decade, optical boards had been formed in various countries of the world with a view to recognition of the profession and the protection of itself and the public from charlatans.

However, it was only after a Select Committee of the Legislative Council gave detailed consideration to a Bill providing for regulation of opticians (which had been introduced in 1916 but had foundered in Council) that the re-submitted Bill was able to pass with some amendments. The argument had been put forward by respected medical practitioners that opticians would fail to recognise eye defects caused by diseases that needed medical treatment and not simply the prescription of glasses, but this opinion was rejected by the Select Committee. There was at that time a widely held view within the medical profession that the proper role of the optometrist was lens-grinding and should not extend to sight testing.

The 1917 Act established the Board of Optical Registration, the keeping of a register and the setting of examinations. Albert Percival Greenfield, a prominent Brisbane optometrist who had played an important role in the struggle for recognition, was the first Chairman of the new five-member Board, which was comprised entirely of members of the profession. Mr Greenfield was duly registered by the Board as its first registrant. It had been intended that the Board would be constituted by members of the medical profession with only one optician member but, when no medical practitioner nominations were forthcoming, membership of the new Board was drawn from the profession.

In the decades that followed the commencement of regulation, the Board worked assiduously to ensure public protection in terms of ensuring professional, safe and competent practice by registrants and the upholding of standards of practice within the profession. Itinerant "peddler" opticians were soon largely eliminated when they could not meet the standards for registration.

In 1933, a legislative amendment gave greater control of the profession to government by providing for Governor-in-Council appointment of the majority of Board members, including the Chairman, but this had little impact on the Board's work.

It was not until 1959 that references in the legislation were changed from "optician" to "optometrist". The legislative amendments of 1959 also included a provision aimed at eliminating the ability of large corporations (for example, department stores) to engage in the practice of optometry and restricted such practice to individual optometrists or companies comprised solely of optometrists.

The 1959 amendments additionally saw the return of optometrists to preside over the Board, comprising Board Chairs Graham Todd, Brian Carlton-Smith, the first female optometrist Heather Waldron, Ian Kent and Colin Waldron.

In this closing annual report, we pay tribute to those in the profession and within the Board who had the vision and the tenacity to take our profession down a long road to the world-class, professional practice now enjoyed by the public of this State and which, under the national scheme, will benefit the Australian public.

As this is the last report of the Board, I would like to personally thank the Minister and his officers for the professionalism and inclusive contributions made to the Board's deliberations, particularly the resolution of the ocular therapeutics issues.

My appreciation is extended to all members of the Board, past and present, for their efforts during 2009-10.

The Board also records its appreciation for the administrative and operational support provided by the staff of the Office of Health Practitioner Registration Boards in assisting the Board to fulfill its statutory functions and obligations.



Colin Alexander Waldron  
Former Chairperson

17 November 2010







# Constitution, goals and functions

## Constitution

The Optometrists Board of Queensland (the Board) was constituted under section 9 of the *Optometrists Registration Act 2001* ("the Registration Act") as a body corporate with perpetual succession. The Board was subject to the provisions of the *Health Practitioner Registration Boards (Administration) Act 1999*, the *Health Practitioners (Professional Standards) Act 1999* ("the Professional Standards Act") and the *Financial Accountability Act 2009*.

## Goals

Consistent with section 7(1) of the Registration Act, the Board's primary goals were:

- to protect the public by ensuring health care is delivered by registrants in a professional, safe and competent way;
- to uphold standards of practice within the profession; and
- to maintain public confidence in the profession.

## Functions

The Board was directly responsible for the administration of the Registration Act and the *Optometrists Registration Regulation 2001*.

The Board's major functions were set out in section 11 of the Registration Act as follows:

- to assess applications for registration;
- to register persons who satisfy the requirements for registration;
- to monitor and assess whether registrants comply with any conditions of registration;
- to keep a register of, and records relating to, registrants;
- to promote high standards of practice of the profession by registrants;
- to develop or adopt programs for the continuing professional education of registrants and encourage their participation in the programs;
- to develop or adopt training programs in the practice of the profession that are relevant to a person's eligibility for registration;
- to confer and cooperate with interstate regulatory authorities;
- to confer and cooperate with entities engaged in the development of national policies about the regulation of the profession;
- to confer and cooperate with the following entities about the education of persons in the practice of the profession:
  - > educational institutions; and
  - > entities responsible for accrediting courses or accrediting institutions to educate persons for the profession;
- to inform registrants and the public about the operation of the legislative scheme in its application to the profession;
- to examine and advise the Minister about the operation of the legislative scheme in its application to the profession;
- to monitor and enforce compliance with this Act;
- to undertake research, relevant to the legislative scheme, into the regulation of the profession;
- to collect and give to persons information about the practice of the profession by registrants; and
- to perform other functions given to the Board under the Registration Act or another Act.

In addition, the Board had a variety of functions under the Professional Standards Act. Those functions were listed under section 11 of that Act as follows:

- to receive complaints about its registrants and, if appropriate, refer the complaints to the Health Quality and Complaints Commissioner;
- to consult and cooperate with the Commissioner in investigating and disciplining its registrants and in relation to complaints about impaired registrants;
- to immediately suspend, or impose conditions on the registration of its registrants if the registrants pose a serious potential risk to the wellbeing of vulnerable persons;
- to conduct investigations, whether because of complaints or on its own initiative, about the conduct and practice of its registrants;
- to deal with disciplinary matters relating to its registrants that can be addressed satisfactorily through advising, cautioning and reprimanding;
- to bring disciplinary proceedings relating to its registrants before Panels or the Tribunal;
- to implement orders of Panels or the Tribunal relating to the Board's registrants;
- to establish health assessment committees to assess the health of registrants who may be impaired and make decisions about impaired registrants;
- to monitor its registrants' compliance with conditions imposed, or other disciplinary action taken, or undertakings entered into under this Act;
- to cancel or suspend, or impose conditions on its registrants' registration as a result of action taken under a foreign law;
- to consult and cooperate with other boards, foreign regulatory authorities and other relevant entities about the investigation and disciplining of its registrants and the management of its registrants who are impaired; and
- to exercise other functions given to the Board under the Act.



## Membership of the Board

Membership of the Board during 2009-10 constituted the following members appointed in accordance with the membership categories specified in section 15 of the Registration Act.

### Registrant members

Mr Colin Waldron	Dip App Sc (Optom) DPA, Grad Cert Ocular Ther [Chairperson]
Dr Ann Webber	B App Sc (Optom) (Hons) M Sc (PhysioOptics) DPA [Deputy Chairperson]
Ms Nancy Atkinson	B App Sc (Optom) MBA DPA [Treasurer]
Dr Andrew Carkeet	BA, B App Sc (Optom) DPA, Grad Cert (Ocular Ther), MS (PhysioOptics), PhD
Dr Peter Hendicott	Dip App Sc (Optom), DPA, M App Sc, PhD
Mr Stuart Macfarlane	Dip App Sc (Optom) DPA, Grad Cert (Ocular Ther)

### Public members

Ms Sherri Lucas (nee Scott)	JP (Com Dec)
Ms Peta Frampton	BSc, Dip Ed, Dip Statistics

### Lawyer

Ms Stephanie Manger	BA LLB
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The Board members' current term of appointment expires on 1 October 2011.

Also, Dr Lisa Nissen, Associate Professor Fraser Ross, Mr Gary Page, Mr Darren MacPherson, Assoc. Prof Katrina Schmid, Ms Alison Oxenford, Ms Peta Perring, Dr Karen Yuen and Dr Darryl Gregor assisted the Board by serving as committee members.

## Board and committee meetings

Regular ordinary meetings of the Board were convened on the second Monday of each month in a boardroom at the Office of Health Practitioner Registration Boards.

During 2009-10, the Board held 11 Board meetings and two committee meetings.

Attendance by Board members at these various meetings is shown in the following table:

Member	Special Board	Committee
C Waldron	10	2
N Atkinson	11	-
S Manger	9	-
S Lucas	9	-
A Webber	10	-
P Hendicott	10	-
A Carkeet	11	1
P Frampton	10	-
S Macfarlane	10	-

In addition, the following non-Board members assisted the Board by being members of the Board's committees and attending as follows:

L Nissen	1
F Ross	2
G Page	1
D MacPherson	1
K Schmid	1
A Oxenford	1
P Perring	2
K Yuen	1
D Gregor	2

## The Register

The Board maintained a Register of optometrists pursuant to section 11(d) of the Registration Act.

Due to the Board ceasing to exist after June 30 due to the transition to the national registration and accreditation scheme, when statistics are usually compiled, the figures shown here have been compiled prior to the beginning of the 2010 renewal period for the profession.

As at 1 May 2010, the Register contained a total of 1035 names. The 1035 registrants comprised 1031 general registrants, three provisional general registrations and one deemed general registration.

During the reporting period to 1 May 2010, 58 new registrations were processed by the Board.

Of the 58 new registrants, 26 (43%) were processed under mutual recognition legislation. All of these mutual recognition registrants lodged registration notices pursuant to the provisions of the *Mutual Recognition (Queensland) Act 1992* on the basis of holding current registration as an optometrist in another Australian State or Territory.

An analysis of the registration database as at 1 May 2010 provides the following information.

### Gender

- 55.5% of registrants were male; and
- 44.5% of registrants were female.





## Age groupings

Age grouping	% of registrants
Under 25 years	6.0
25 – 34 years	29.0
35 – 44 years	29.5
45 – 54 years	21.5
55 years and over	14.0
Total	100%

## Geographical distribution

74% of registrants gave their addresses on the Register as within south east Queensland (postcodes 4000 to 4399 and 4500 to 4581), comprising 40.5% within Brisbane and 33.5% elsewhere in south east Queensland;

- 13% of registrants had Queensland addresses outside south east Queensland; and
- 13% of registrants had addresses outside Queensland.

The geographical statistics are based on an analysis of postcode addresses of the registrants as shown on the Register. In some cases, the Register address differs from the practice address of a registrant. Registrants with addresses outside Queensland have chosen to retain Queensland registration, even though, in most cases, they do not currently practise their profession in Queensland.

## Administrative structure

Administrative and operational support for the Board's day-to-day operations was provided by the Office of Health Practitioner Registration Boards (the Office) under a service agreement between the Board and the Office. The Board was one of 12 health practitioner registration Boards receiving such support from the Office, which is constituted under the *Health Practitioner Registration Boards (Administration) Act 1999*. The Office has a permanent staff establishment of 50.6 full-time equivalent positions (as at 30 June 2010) and a variable number of temporary positions.

Members of the staff of the Office with primary responsibilities for the administrative tasks of the Board as at 30 June 2010 were:

Executive Officer Mr Michael Demy-Geroe

A/Principal Co-ordinator Mrs Helen Davey

Registration Assessment Officer Mr Mark Fivaz

The Principal Co-ordinator is assigned the task of handling and managing the day to day administrative affairs of the Board (and other health practitioner registration Boards) under the direction of the Executive Officer and the Directors of Board Support and Advice and Registration Services.

Other Office staff support the Board with services in human resource management, financial management, information technology, counter enquiries, records

management, investigation of complaints about registrants, health assessment and monitoring of impaired practitioners and general administrative assistance.

Further information regarding the interrelationship between the Board and the Office is provided in the Office annual report.

## Access

Due to the transition to the national registration scheme, after 30 June 2010 the Optometrists Board of Queensland ceased to exist under the Registration Act.

The Board was previously located at:  
Level 8, 160 Mary Street  
Brisbane QLD 4000

Regulation of the profession will transition to the Optometry Board of Australia which is located at:

Level 18  
179 Turbot Street  
BRISBANE QLD 4000

### Correspondence to the national Board should be addressed to:

AHPRA  
Optometry Board of Australia  
GPO Box 9958  
BRISBANE QLD 4001

### Board communication links are:

Telephone: 1300 419 495  
E-mail: [chair@optometryboard.gov.au](mailto:chair@optometryboard.gov.au)  
Website: [www.optometryboard.gov.au](http://www.optometryboard.gov.au)

Copies of this annual report and the annual report of the Office of Health Practitioners Registration Boards are accessible to members of the public at the Office and on the Office's website. The Office is located at:

Level 19  
179 Turbot Street  
Brisbane QLD 4000  
Website: [www.healthregboards.qld.gov.au](http://www.healthregboards.qld.gov.au)

## Review of activities and operations

### Registration Act

The Registration Act was amended during 2009-10 by:

- *Financial Accountability Act 2009* No. 9 ss 1, 2(2), 136 sch 1, which replaced references to the *Financial Administration and Audit Act 1977* with the *Financial Accountability Act 2009*;
- *Queensland Civil and Administrative Tribunal (Jurisdiction Provisions) Amendment Act 2009* No. 24 ss 1–2, ch 7 pt 14, which inserted provisions for the



new Queensland Civil and Administrative Tribunal which replaced the previous Health Practitioners Tribunal;

- *Health and Other Legislation Amendment Act 2009* No. 44 ss 1, 2(3), pt 12, which:
  - > extended the maximum period of provisional general registration to 12 months;
  - > inserted provisions so that if the board failed to make a decision on an application to review the imposition of conditions on general registration, the conditions are taken to be confirmed rather than removed; and
  - > inserted extensive provisions allowing for the cancellation of general registration where information or a document given was, or became, materially false, or where the registrant ceases to have, or does not have, the qualifications necessary for registration.

## Registration Regulation

The *Optometrists Registration Regulation 2001* was amended during 2009-10 by:

- *Health Legislation Amendment Regulation (No. 1) 2010* SL No. 73 pts 1, 7, which extended the general registration period starting 1 July 2009 to 1 July 2010, and stated the following registration period starts on 2 July 2010, in order to accommodate the introduction of the national registration scheme;
- *Health Legislation Amendment Regulation (No. 2) 2010* SL No. 74 pts 1, 8, which:
  - > increased fees payable under the Registration Act in line with movements in the Consumer Price Index - details of the fees now applicable are provided in the "Fees" section of this report; and
  - > made consequential amendments to the period of registration and removed references to restoration fees in order to accommodate the implementation of the national registration scheme.

## Professional standards

The Queensland Board ceased to exist under the Registration Act after 30 June 2010, when statistics are usually compiled. To expedite production of this report prior to the cessation of the Board, the data shown here has been compiled prior to the 30 June 2010 conclusion of the 2009-10 reporting period.

## Complaints under the Registration Act

The Board received two new complaints during 2009-10 under the Registration Act.

The two complaints related to registrants practising while unregistered. After considering submissions from the registrants and their employers, the Board issued letters to the registrants and their employers, reminding them of the requirements of the Registration Act.

## Complaints under the Professional Standards Act

The following tables and supporting information provide summary information in relation to the Board's handling of complaints, investigations, disciplinary proceedings and health assessments under the Professional Standards Act during 2009-10.

The Board received five new complaints under the Professional Standards Act in 2009-10. The following table outlines the source and nature of the complaints received.

The data in this table includes complaints as well as other information received, as a Board can determine to investigate a matter on the basis of information received which is not in the form of a complaint.

Source of complaint / information	Number received 2009-10	Nature of complaints
Consumer or consumer's representative	4	Inadequate treatment (1) Inappropriate communication (2) Prescription error (1)
Other entity	1	Unprofessional conduct (1)
<b>TOTAL</b>	<b>5</b>	

All new complaints are assessed to determine whether the complaint appears to provide a ground for disciplinary action and, if so, whether the complaint should be first investigated.

The following table outlines the outcome of assessment for new complaints received during 2009-10.

Outcome of assessed complaints	Number of complaints
Referred to HQCC	1
Investigated	4
<b>TOTAL</b>	<b>5</b>

## Investigations under the Professional Standards Act

The following table outlines the number of investigations conducted during 2009-10.

Investigations conducted	Number
Investigations open at 1 July 2009	2
Investigations commenced in 2009-10	4
Investigations completed in 2009-10	3
Ongoing investigations	3
<b>TOTAL</b>	<b>\$410.58</b>

The following table reports the primary issue identified in each complaint that gave rise to an investigation commenced in 2009-10:

Nature of investigations commenced	Number
Inadequate treatment	1
Inappropriate communication	2
Unprofessional conduct	1
<b>TOTAL</b>	<b>4</b>



Three investigations were completed during 2009-10.

One investigation, carried over from 2008-09, related to allegations of inadequate treatment and inappropriate communication by a registrant. The Board found, on completion of the investigation, that there was insufficient evidence that a disciplinary matter existed and took no further action.

Another investigation, also carried over from 2008-09, related to allegations of a failure by a registrant to provide a professional and appropriate optometry service. The Board found, on completion of the investigation, that there was insufficient evidence that a disciplinary matter existed and took no further action.

The third investigation related to a registrant placing inappropriate information on his website. The Board found, on completion of the investigation, that there was sufficient evidence that a disciplinary matter existed and entered into an undertaking with the registrant pursuant to section 118(1)(c)(iv) of the Professional Standards Act.

## Disciplinary proceedings

The Board did not start or finish any disciplinary proceedings under Part 6 of the Professional Standards Act during 2009-10. At the close of 2009-10, the Board did not have any outstanding disciplinary matters before it.

The Board did not conduct or spend funds on health assessments of registrants under Part 5 of the Professional Standards Act during 2009-10.

The Board entered into one undertaking with a registrant about their conduct pursuant to section 118(1)(c)(iv) of the Professional Standards Act.

## Undertakings

The Board did not enter into any undertakings with registrants about their professional conduct or practice under sections 165(2)(b), 276(2)(a), or 299(2)(c) of the Professional Standards Act during 2009-10.

## Health, assessment & monitoring

The Board's Health Assessment and Monitoring (HAM) program managed impaired registrants, in accordance with Part 7 of the Professional Standards Act.

Where a registrant suffered from a medical condition that may adversely affect their ability to safely and competently practise the profession, the Board could arrange for a health assessment by an appropriately qualified medical practitioner.

During 2009-10, the Board commenced no such health assessments.

The Board could also require a new applicant seeking registration to undergo a health assessment under the Registration Act to ensure a known health condition does not compromise their practice.

During 2009-10, no such assessments were undertaken.

During 2009-10, no costs were incurred by the Board for health assessments conducted under section 271 of the Professional Standards Act or the Registration Act.

Many registrants enter into undertakings following a health assessment which will allow the Board to monitor their health and ensure that their medical condition does not affect their professional performance. It is usual for a registrant to be monitored for two to four years.

The Board may monitor such conditions as mental illness and substance abuse and has established monitoring tools such as supervised practice and a urine drug screening program to ensure that its impaired registrants deliver health care in a professional, safe and competent way.

During 2009-10, no registrants required monitoring by the Board.

Occasionally the Board's Health Assessment and Monitoring program will conduct investigations on behalf of the Board where the ground for the investigation is possible impairment. No registrants required investigating on impairment grounds during 2009-10.

If a registrant fails to cooperate during a health assessment or the registrant and the Board cannot agree on what undertakings are required to allow the Board to monitor the registrant's health, the Board must establish a health assessment committee.

The committee's function is to assess the registrant's health, make a finding as to whether the registrant is impaired and make recommendations to the Board. If the registrant is found impaired by the committee, it may impose conditions on the registrant.

The Board did not establish a health assessment committee during 2009-10.

## Ministerial authorisations

During 2009-10, the Board did not receive from the Minister for Health any authorisations under section 392 of the Professional Standards Act or section 196 of the Registration Act for a person performing functions under those Acts to disclose information acquired in the performance of those functions about another person's affairs.

## Ministerial directions

Section 37(1)(a) of the Registration Act and section 13(5) of the Professional Standards Act require the Board to include in its annual report copies of all written Ministerial directions given in the public interest to the Board during the financial year. The Board did not receive any directions during 2009-10.

## Legislative compliance

Queensland Health's *Legislative Compliance Policy and Implementation Standard* requires a statement in an annual report by a legislation Custodian concerning the Board's compliance with the Registration Act and Professional Standards Act.

To the best of the knowledge of the Custodian, during the course of the last financial year there have been no breaches by the Board of either the Registration Act or Professional Standards Act.



## Criminal history checking

Mandatory criminal history checking of all new applications made under the Registration Act was commenced on 1 July 2009. The following statistics report on the outcomes of this scheme from 1 July 2009 to 20 May 2010.

	Optometrists Board	Average across 12 Boards
Applications received	81	245
Applications checked	38	157
Positive criminal history identified	2	4.5
Conditions imposed	0	< 1
Undertakings imposed	1	< 1
Applications refused	0	< 1
Applications pending (further information required)	0	< 1
Additional processing time (days) due to external checking - positive	14	10
Additional processing time (days) due to external checking - negative	3	2

The results from criminal history checking across all Boards returned a wide variety of offence types. It is important to note that some of these offences were charges only. Offence types include:

- drunk and disorderly, drink driving, public nuisance
- assault
- grievous bodily harm
- drug possession / related drug offences
- theft
- fraud
- burglary and/or
- shoplifting.

In assessing criminal history, the Board was able to request further information or explanation as necessary. No applications were refused on the basis of criminal history. One applicant was granted registration with an undertaking. The undertaking related to health-related reporting requirements.

The criminal history checking process was reviewed after six months of operation and an additional separation / checking mechanism was implemented. This has helped to ensure files are not released from the criminal history section inadvertently or incorrectly, and do not become confused with files at other stages of registration processing.

## Council of Australian Governments: National registration and accreditation

During 2009-10, much energy was focused on preparation for transition to the national scheme. A draft Services, Assets and Liabilities (SALT) Heads of Agreement between the Board and AHPRA was completed and submitted for due diligence review. The final Agreement is based on the financial principles set down by Ministers for financial transition and the guidelines agreed by governments in relation to the transfer of funds of the existing registration bodies to the credit of the national board for the profession.

The *Health Practitioner Regulation National Law Act 2009* passed through the Queensland Parliament and received Assent on 3 November 2009. Subsequently the *Health Legislation (Health Practitioner Regulation National Law) Amendment Act 2010* received Assent on 21 April 2010. This Act provides for consequential, administrative and transitional amendments to the various pieces of legislation associated with the existing regulatory scheme. With the passage of this final piece of Queensland legislation, the process of transferring responsibility for administering ten health professions to the National Registration and Accreditation Scheme for the health professions is well advanced, and will take effect from 1 July 2010. Regulation of the optometry profession will thereafter become the responsibility of the new national Board for the profession and the Australian Health Practitioner Regulation Agency (AHPRA), and the Optometrists Board of Queensland ceases to exist.

The new national board for the profession met for the first time on 19 and 20 September 2009 and has since finalised guidelines, registration standards and related matters necessary for implementation of the national law for the profession. Substantial efforts were devoted by the Board and its staff during 2009-10 to ensuring the legislative and policy arrangements proposed in consultation papers issued from the national board were properly analysed and addressed.

## Prescription and supply of drugs for therapeutic purposes

Under section 170(2) of the *Health (Drugs and Poisons) Regulation 1996* (the Regulation), optometrists possessing "prescribed qualifications" are legally authorised "to the extent necessary to practise optometry", to not only access registered restricted drugs of diagnostic purposes but also administer, supply and prescribe such drugs "under a ocular therapeutics protocol" as part of a person's ocular care or treatment. The prescribed qualifications required of an optometrist for the therapeutic use of drugs are defined under section 170(3) of the Regulation.

Currently, a total of 138 optometrists hold the prescribed qualifications. (This figure represents a "snap shot" in time as at the time this report was produced.)





## Council of Optometry Registration Authorities

The Board was a member of the Council of Optometry Registration Authorities (CORA) whose main goal was to encourage uniformity in education levels, practice and registration throughout Australia and New Zealand.

In October 2009, the Chairperson and the Principal Coordinator represented the Board at the CORA 2009 Conference and Annual General Meeting held in Melbourne, Victoria.

The Queensland Board supports the constitution and primary goals of CORA and contributes, with other Boards, towards CORA's operating costs. The Board's financial contribution to CORA for 2009 - 2010 was \$37,639.

Issues discussed at the conference included:

- national registration and accreditation;
- winding up of CORA in 2010; and
- student registration in Victoria.

## The Optometry Council of Australia and New Zealand

The Optometry Council of Australia and New Zealand (OCANZ) was established in 1996 and has two primary roles:

- as a national examination authority for overseas applicants seeking registration in Australia; and
- as an accreditation authority for Australian and New Zealand optometry schools whose graduates seek registration.

## Newsletters

During 2009-10, the Board issued one newsletter for registrants in December 2009 with the following information:

- registration renewal for 2010;
- national registration, including advice to registrants;
- on-line renewal and restoration;
- enactment of the National Law Bill;
- Queensland members of the Optometry Board of Australia;
- registration data; and
- Board recognition of CPD programs.

## Office submissions

During 2009-10, the Board considered submissions from the Office of Health Practitioner Registration Boards regarding policy options and other matters as follows:

- on-line renewal and e-mail population update;
- SALT agreements;

- criminal history checking – guidelines and Queensland Police Service process;
- *Criminal History Screening Bill: Consultation Paper*; and
- advance funding to AHPRA.

## Australian Health Ministers' Advisory Council stakeholder forum

On 10 July 2009, Board Chair Mr Colin Waldron attended a stakeholder forum on the National Registration and Accreditation Scheme for health professionals.

The forum was addressed by the Hon Mr Paul Lucas, Deputy Premier and Minister for Health and featured presentations by Dr Andrew Wilson, Deputy Director-General Queensland Health, and by Dr Louise Morauta and Mr Christopher Robertson, both of the National Registration and Accreditation Project.

## Service agreement

During 2009-10, the Board continued to receive services under its service agreement with the Office of Health Practitioner Registration Boards. This administrative and operational support for the Board will cease after 30 June 2010, due to the transition to the national registration scheme.

## Strategic plan

During 2009-10, the Board, as required by its current strategic plan for 2007–11, continued preparatory works for the introduction of national registration. These activities are set out in detail in the "Council of Australian Governments: National registration and accreditation" section above.

## Overseas travel

During 2009-10, no overseas travel was undertaken.

## Consultancies

The Board did not engage any consultants during 2009-10 and consequently had no expenditure on consultancies.

## Fees

The Board's activities are funded mostly through fees payable by registrants in relation to registration. Such fees are exempt from the Goods and Services Tax (GST) under the provisions of Division 81 of the *A New Tax System (Goods and Services Tax) Act 1999*.

As at 30 June 2010, the fees were prescribed under the *Optometrists Registration Regulation 2001* as follows:



Fee type	Amount (\$)
1 Application fee for general registration or special purpose registration for:	
(a) less than 5 weeks	nil
(b) fmore than 5 weeks	159.00
2 Registration fee for general registration or special purpose registration:	
(a) for a period of registration of less than 5 weeks	nil
(b) for a period of registration of more than 5 weeks but not more than 3 months	55.00
(c) for a period of registration of more than 5 months but not more than 6 months	92.00
3 Application for review of conditions	133.00
4 Replacement of certificate of registration	33.00
5 Certified copy of certificate of registration	33.00
6 Copy of the register or part of it - for each page	0.55

## Board Code of Conduct

Under the *Public Sector Ethics Act 1994*, the Board was responsible for establishing a code of conduct for Board members to set the standard of conduct fundamental to good public administration. The Board's *Code of Conduct* was published on the Board's website and all new members were given training in the *Code* during their induction to the Board prior to the dissolution of the Board in July 2010.

## Statement of Reasons: Judicial Review Act 1991

Under section 32 of the *Judicial Review Act 1991*, a person who is aggrieved by an administrative decision is entitled to request from the decision maker a written Statement of Reasons in relation to the decision. The Board did not receive any such requests during 2009-10.

## Right to Information

The *Right to Information Act 2009* (RTI Act) gives the community a right to apply for access to documents held by government agencies, including the Optometrists Board of Queensland. The *Information Privacy Act 2009* (IP Act) is related to the RTI Act as it also allows individuals to apply for access or amendment to documents, but only if the documents contain their own personal information. These acts replaced the *Freedom of Information Act 1992* (FOI Act) as at 1 July 2009.

No applications for access to documents under the FOI Act were carried over from 2008-09.

During 2009-10, the Board received no applications under the RTI Act and no applications under the IP Act for access to documents. There were no applications for amendment of personal information.

Section 201 of the RTI Act and section 18 of the FOI Act require the Board to publish a Statement of Affairs annually, setting out a range of information about the Board, including details of the categories of documents it holds and the arrangements for obtaining access to such documents. That Statement is provided as a supplement at the end of this report.

## Privacy of information held by the Board

During 2009-10, the Queensland Government introduced the *Information Privacy Act 2009* (IP Act) which includes Information Privacy Principles (IPPs) which are listed in Schedule 3 of the IP Act. A copy of the IP Act can be accessed at [www.legislation.qld.gov.au](http://www.legislation.qld.gov.au).

Though the Board would cease to exist after 30 June 2010 because of the introduction of national registration, the Office of Health Practitioner Registration Boards was committed to ensuring that all personal information held during 2009-10 was managed with integrity and in accordance with the 11 IPPs, that all such "personal information" held in its records was treated with respect and confidentiality and the Office did not knowingly disclose any "personal information" unlawfully. The Office's *Privacy Plan* outlines the types of personal information collected and which continues to be stored by the Office.

The *Privacy Plan* applies to the collection, management and use of personal information. The IP Act defines "personal information" as "information or an opinion, including information or an opinion forming part of a database, whether true or not, and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained".

Examples of personal information include a person's name, address, date of birth or phone number. The IP Act covers information held in paper or electronic records and may extend to body samples or biometric data.

Also listed in the Office's *Privacy Plan* are:

- types of personal information held by the Office of Health Practitioner Registration Boards (example client-related records, employee records, financial management systems information);
- registers managed by the Office;
- contractual arrangements with external bodies;
- how long each type of record is kept;
- accessing and amending personal information; and
- complaint and review procedures.

A copy of the Office's *Privacy Plan* can be obtained by:

- writing to the Manager (Records Management), Office of Health Practitioner Registration Boards, GPO Box 2438, Brisbane Q 4001; or
- accessing the Board's website at [www.healthregboards.qld.gov.au](http://www.healthregboards.qld.gov.au).





Any further enquiries regarding information that was subject to the IP Act and which was previously held by the Board should be referred to the Optometry Board of Australia at the address listed under "Access" earlier in this report.

## Annual report supplement: Statement of affairs and publication scheme

### Introduction

It is a requirement under section 201 of the *Right to Information Act 2009* and section 18 of the *Freedom of Information Act 1992* that an agency must publish, at intervals of not more than one year, an up to date statement of the affairs of the agency. In accordance with that section, this supplement contains information not already included elsewhere in this annual report that the Board is required to publish every year about its affairs.

### The effect of the Board's functions on members of the public

During 2009-10, the registration and disciplinary functions of the Board reduced risks to public health and safety by:

- ensuring only appropriately qualified and fit persons were registered; and
- requiring that proper professional standards were maintained by its registrants.

Documents held by the Office during 2009-10 included:

- client-related records;
- employee records;
- information systems records (i.e. databases - financial, EDRMS, public registers); and
- other administrative records relating to the management of the Office.

The Board's publication scheme during 2009-10 included:

- Board policies and guidelines:
  - > *Code of Conduct for Board Members*;
  - > *Diagnostic pharmaceutical agents (DPA)*;
  - > *Ocular therapeutics (TPA)*; and
  - > *Refractive surgery referrals*;
- application policies:
  - > Certificates of registration status;
  - > English language proficiency;
  - > Incomplete applications;
  - > Proof of identity;
  - > Reference requirements;
  - > *Translation of documents*; and
  - > *Witnessing and certifying documents*;
- criminal history checking:
  - > *Criminal history checking overview*;
  - > *Criminal history checking – Applicant policy*; and
  - > *Criminal history checking – Board policy*;

- management documents:
- Strategic Plan 2007-11;
- Board newsletters: 2001 to December 2009; and
- Annual reports: 2004-5 to 2008-09.

As the Board ceases to exist after 30 June 2010 because of the introduction of national registration, any further enquiries concerning a *Right to Information Act* application regarding information or documentation previously held by the Board should be referred to the Optometry Board of Australia at the address listed under "Access" earlier in this report.

This annual report of the Board is available at the Office free of charge from the address listed under "Access" earlier in this report.

## Risk Management and Accountability

Board Committees: - Committees were established by the Board (see Board and committee meetings) in accordance with the Registration Act. Committees functioned under specific terms of reference and had no delegation to make binding decisions. Board Committees only made recommendations which were submitted to the full Board for review and determination. The Board also delegated some routine administrative decisions to the Executive Officer or another person approved by the Executive Officer who had the requisite standing in the Office, in line with the limitations set out in the legislation.

Agreement for Support Services – As required under the *Health Practitioner Boards (Administration) Act 1999*, the Board and the Executive Officer entered into a Service Agreement which required the parties to work together and support the development of the most efficient and cost effective mechanism to deliver administrative and operational support.

Under the Agreement, the Office was obligated to: (a) ensure statutory compliance; (b) achieve appropriate quality standards in service delivery; (c) ensure staff were properly trained; and (d) pursue alternative service delivery options where appropriate in order to meet the Board's needs.

The Agreement contained accountability and governance measures which enabled the Board to monitor performance. The Executive Officer was required to provide a financial statement on a monthly basis to the Board as soon as possible after the end of each month itemising moneys collected, managed and disbursed under that part of the Budget entitled Service Agreement Related Expenses. The statement provided details of expenditure in each cost category showing expenditure in the past month, the year to date, and variance from estimates.

The Executive Officer also provided a monthly statement detailing expenditure by the Board from those of its funds that were managed by the Office, and identified in the Budget attached to the Service Agreement as "Direct Board Related". The statement provided details of expenditure in each cost category showing expenditure in the past month, the year to date, and variance from estimates. The financial statement itemised income received by the Board during the immediate past month, year to date and variance from Budget estimates of income.



Additionally, The Executive Officer provided a performance report to the Board for each six month period. The report included: (a) Office achievement against operational objectives; (b) actual performance in delivery against agreed performance standards; (c) progress on special projects; (d) variances; (e) major events or breakdowns; (f) non-compliance of the Board or the Office with their obligations set out in the Agreement; and (g) other issues for discussion.

## Summary of financial performance

The Board funded its activities from its retained surplus funds within an operational budget which showed a surplus at the end of the reporting period.

The Board's funding is fully sourced from monies received from its registrants, and it receives no funding from elsewhere. The funds are primarily expended on administrative costs such as salaries and accommodation expenses, and also significantly, legal expenses and other costs associated with the boards' professional standards maintenance function.

Registration fees have been benchmarked at a level adequate to meet the Board's obligations under the legislative scheme for health practitioner regulation. The fees are reviewed and adjusted annually in line with CPI movement. CPI increases of registration fees were approved in April 2010.

The Board conducts its operational activities in a manner calculated to minimize its costs and risks in relation to its liabilities and contingent liabilities. The internal auditors have reported their satisfaction that the current internal controls and systems are acceptable for the size and nature of the Board's operations and that there is a high level of compliance with Board internal controls, policies, procedures and statutory requirements.

## External scrutiny

The Queensland Audit Office advised that there were no significant issues arising from their audit. The Boards were not subject to any reports of any parliamentary committees, the Crime and Misconduct Committee, the Queensland Ombudsman or the Coroner.

## Towards Q2

The Board contributed to the Government's Q2 aim: *Healthy Queensland – Making Queenslanders Australia's healthiest people* by having included in their legislative goals the protection of the public by ensuring health care is delivered in a professional, safe and competent way, upholding standards of practice within the professions, and maintaining public confidence in the professions.

## Whistleblowers Protection Act 1994

No public interest disclosures were received by the Board during the reporting year.

## Governance - human resources

All members of the Board are appointed by the Governor-in-Council, and the Board does not employ any staff directly. All administrative, record keeping, information systems and financial services of the Board are provided by the Office under a service agreement.

## Information systems and recordkeeping

Under its Service Agreement with the Office, the Office provided all administrative support to the Board including information systems and record keeping. Consistent with the *Public Records Act 2002*, *Information Standard 40: Recordkeeping* and *Information Standard 31: Retention and Disposal of Public Records*, the Office has adopted the following policies:

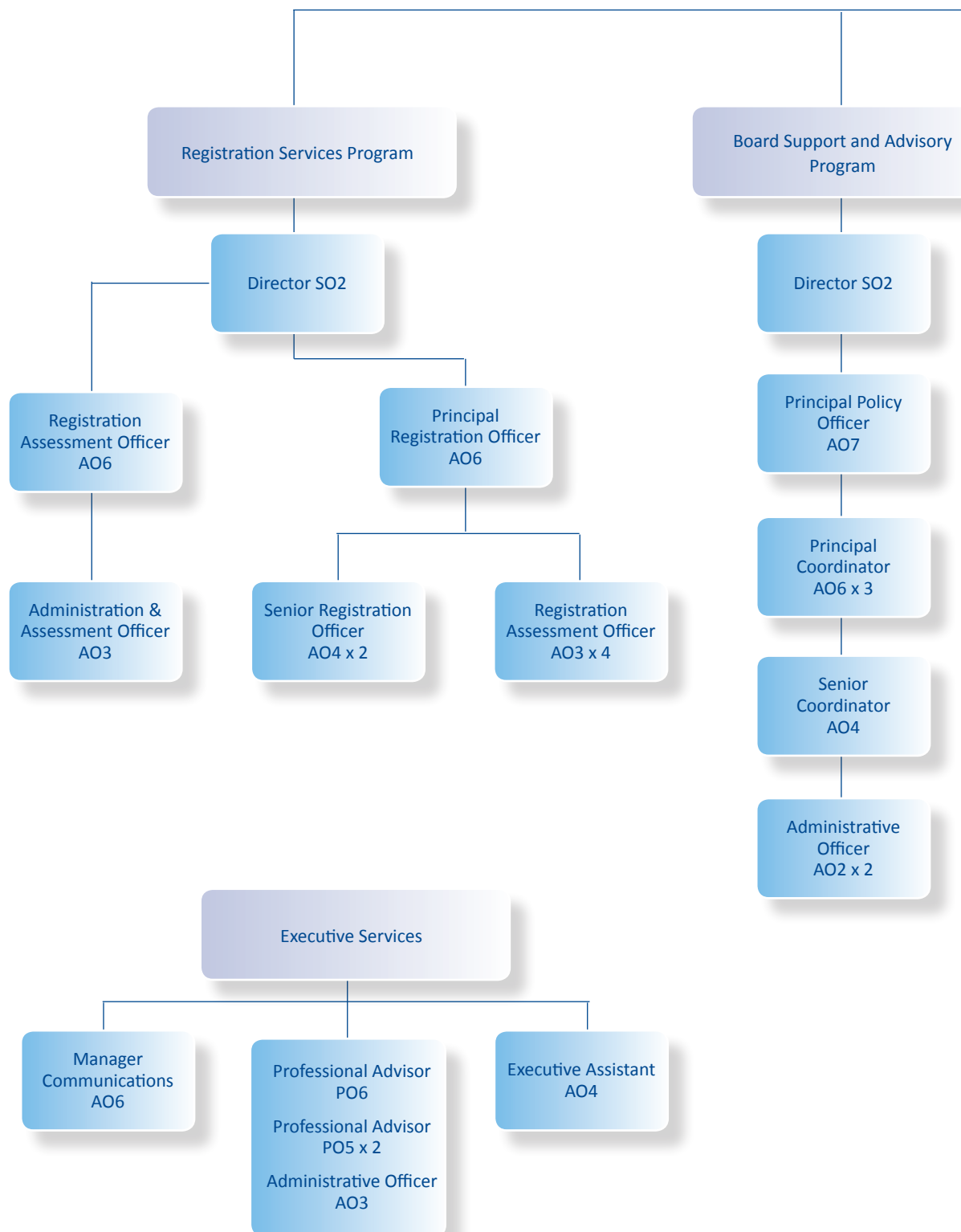
- *Vital Records Policy*, which provides a quick reference guide, consistent with the stages of information, for the management control of vital records within the Office, and provide definitions for vital, important and routine records. In addition, issues of corporate responsibility and "best practice" for the various stages of information management are also provided;
- *Records Management Policy*, which aims to:
  - > foster an organisational culture that recognises the strategic importance and the enduring value of records as critical assets of the organisation, essential to facilitate the provision of administrative, operational support and meet business, legislative and accountability requirements; and
  - > to develop, implement and maintain standardised recordkeeping practices that promote the sharing of knowledge and support evidence-based decision making to deliver high quality administrative services; and
  - > Managing Emails – Public Records Policy and Procedure, which advises all staff of the Office and Board members of their obligations in relation to managing emails that are public records.

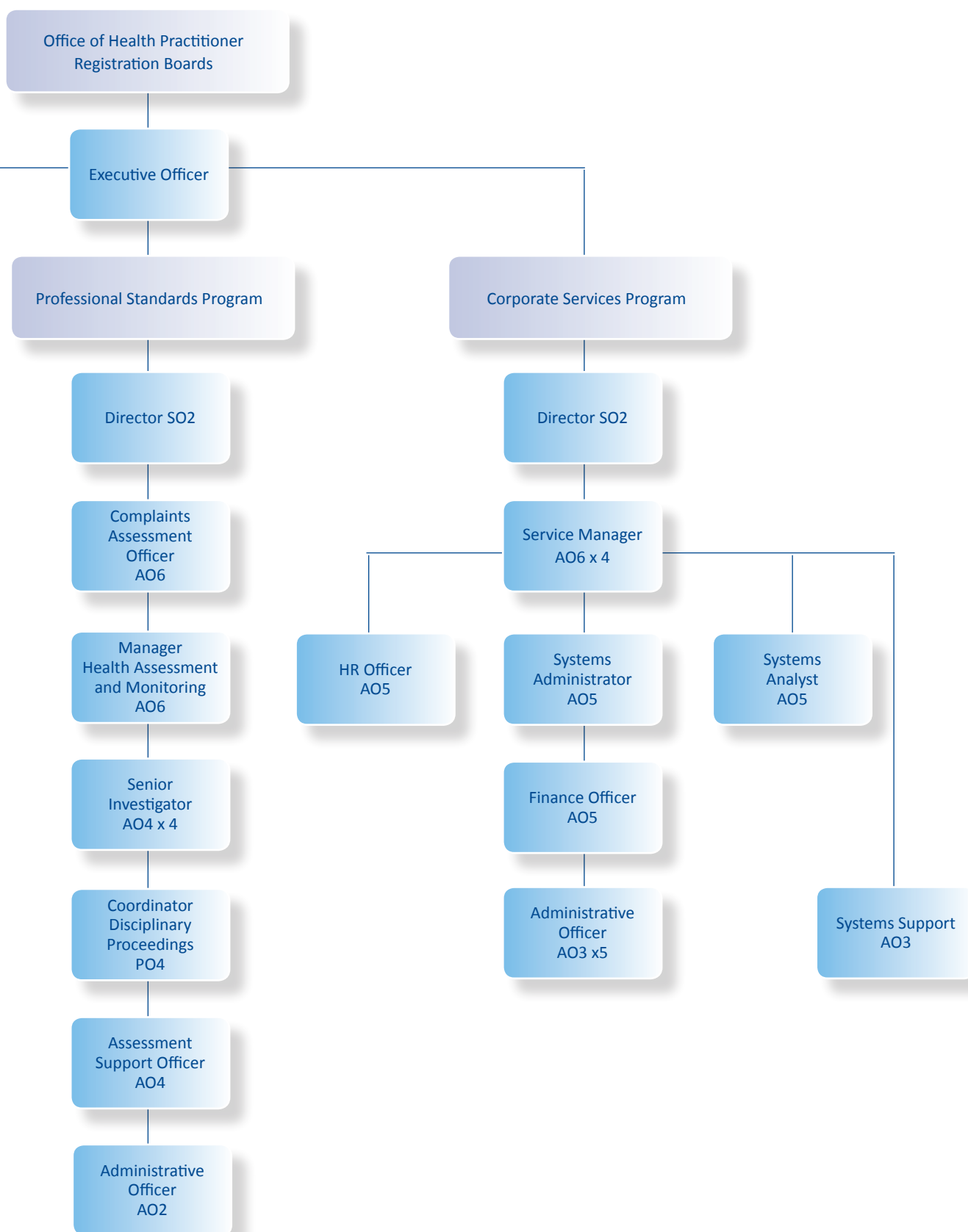
In addition, the Office has implemented the TRIM electronic document and records management system to provide for the long-term retention of information. All staff have been trained in the operation of TRIM and trained in the Office's *Data Entry Standards (TRIM) Policy*.





# Organisational chart









# **Financial report for the year ended 30 June 2010**

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## **Table of contents**

**Income statement**

**Balance sheet**

**Statement of changes in equity**

**Cash flow statement**

**Notes to the financial statements**

**Certificate of the Optometrists Board of Queensland**

**Independent audit report**



# THE OPTOMETRISTS BOARD OF QUEENSLAND

## STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2010

	NOTE	2010 \$	2009 \$
<b>Revenue</b>			
Registration and other fees	2	119,300	240,226
Interest revenue		23,910	33,699
Grant income		-	19,982
Other revenue		2,299	2,595
<b>Total Revenue</b>		<u>145,575</u>	<u>296,502</u>
<b>Expenses</b>			
Administration expenses	3	75,772	87,023
Service agreement expenditure	4	126,492	126,437
Legal & investigation expenses		627	1,412
Grants - Other		37,639	32,446
AHPRA reserve funds transfer		74,195	-
Queensland Health - Surplus employee payment		23,523	-
Loss on transfer of net assets to AHPRA	17	506,385	-
<b>Total Expenses</b>		<u>844,633</u>	<u>247,318</u>
<b>Operating Result</b>		<u>(699,058)</u>	<u>49,184</u>
<b>Total Comprehensive Income</b>		<u>(699,058)</u>	<u>49,184</u>



18/06/2010



# THE OPTOMETRISTS BOARD OF QUEENSLAND

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2010

	NOTE	2010 \$	2009 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	5	-	695,863
Trade and other receivables	6	-	8,197
Other current assets	7	-	1,843
<b>TOTAL CURRENT ASSETS</b>		-	705,903
<b>TOTAL ASSETS</b>		-	705,903
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	8	-	6,845
<b>TOTAL CURRENT LIABILITIES</b>		-	6,845
<b>TOTAL LIABILITIES</b>		-	6,845
<b>NET ASSETS</b>		-	699,058
<b>EQUITY</b>			
Accumulated surplus / (deficit)		-	699,058
<b>TOTAL EQUITY</b>		-	699,058



# THE OPTOMETRISTS BOARD OF QUEENSLAND

## STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2010

	2010 \$	2009 \$
ACCUMULATED SURPLUS BALANCE AT BEGINNING OF THE YEAR	699,058	649,874
<i>Operating Result</i>	<u>(699,058)</u>	<u>49,184</u>
BALANCE AT END OF THE YEAR	<u>-</u>	<u>699,058</u>



# THE OPTOMETRISTS BOARD OF QUEENSLAND

## CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2010

	NOTE	2010 \$	2009 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<i>Receipts</i>			
Receipts from customers		131,867	264,083
Interest received		23,983	33,872
GST input tax credits from ATO		19,800	17,579
		<u>175,650</u>	<u>315,534</u>
<i>Payments</i>			
Supplies and services		(365,027)	(268,373)
		<u>(365,027)</u>	<u>(268,373)</u>
<b>NET CASH (USED IN) / PROVIDED BY OPERATING ACTIVITIES</b>	<b>11</b>	<u>(189,377)</u>	<u>47,161</u>
Net increase / (decrease) in cash held		(189,377)	47,161
Cash at the beginning of the year		<u>695,863</u>	<u>648,702</u>
Transfer of cash to AHPRA	<b>17</b>	<u>(506,486)</u>	<u>-</u>
<b>CASH AT THE END OF THE YEAR</b>	<b>12</b>	<u>-</u>	<u>695,863</u>





## THE OPTOMETRISTS BOARD OF QUEENSLAND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

#### OBJECTIVES OF THE BOARD

The Optometrists Board of Queensland is constituted under Section 9 of the *Optometrists Registration Act 2001* as a body corporate with perpetual succession. The Board is subject to the provisions of the *Health Practitioner Registration Boards (Administration) Act 1999*, the *Health Practitioners (Professional Standards) Act 1999*, the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2009*.

The principal objectives of the Board are to protect the public by ensuring health care is delivered by registered practitioners in a professional, safe and competent way, uphold standards of practice within the profession and maintain public confidence in the profession.

On 26 March 2008 the Council of Australian Governments executed an Intergovernmental Agreement to establish a single national scheme encompassing the registration and accreditation functions for 10 health professions including optometry, to commence 1 July 2010.

As a result of this agreement, legislation titled *Health Legislation (Health Practitioner Regulation National Law) Amendment Act 2010* was enacted and assented to by the Queensland Parliament on 21 April 2010. As per section 123 of this act the *Optometrists Registration Act 2001* is repealed with effect from 1 July 2010.

The Australian Health Practitioners Regulation Agency (AHPRA) is the national Agency responsible for regulation of the health professions in Australia from 1 July 2010. The services, assets and liabilities of the Optometrists Board of Queensland were transitioned through AHPRA to the Optometrists Board of Australia, established under the *Health Practitioner Regulation National Law Act 2008*. To effect this transfer the Optometrists Board of Queensland and AHPRA entered into a Services, Assets and Liabilities Transfer (SALT) Agreement.

Consequently, this is the final financial report of the Optometrists Board of Queensland.

#### NOTE 1 SIGNIFICANT ACCOUNTING POLICIES

##### **(a) Basis of accounting**

The financial report is a general purpose financial report that has been prepared in accordance with the *Financial Accountability Act 2009*, the *Financial and Performance Management Standard 2009* and Australian Accounting Standards (including Australian Interpretations).

As stated above, the Optometrists Board of Queensland was dissolved on 1 July 2010. Consequently, it is no longer a going concern and the going concern basis of accounting is not applicable.

Under the arrangements for the discontinuing of the former Optometrists Board of Queensland, the net assets were transferred to the Optometry Board of Australia on 30 June 2010 for nil consideration and no additional liabilities arose from discontinuance. The book value of the net assets transferred to the Optometry Board of Australia of \$506,385 has been recognised as an expense in the Statement of Comprehensive Income. Detailed disclosures of the balances transferred to Optometry Board of Australia are included in Note 17. As a consequence, the Board has no assets or liabilities to disclose in the Statement of Financial Position as at 30 June 2010.





## THE OPTOMETRISTS BOARD OF QUEENSLAND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

#### NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

##### **(a) Basis of accounting (continued)**

The financial report has been prepared under the historical cost convention except where stated.

The accounting policies set out as follows, have been consistently applied to all years presented.

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

###### Registration and other fees

Revenue from annual registration fees and other fees are recognised on receipt. Application fees and registration fees are levied in accordance with the *Optometrists Registration Regulation 2001*. Under this legislation, the registration period finishes at 30 June each year. Registrants who do not renew their registration are removed from the Board's register.

Under this legislation, after 1 July 2010 the general registration period begins on 2 July 2010 and ends on 30 November 2010.

###### Interest revenue

Interest revenue is recognised on a time proportionate basis that takes into account the effective yield on the financial asset.

###### Grant revenue

Grants that are non-reciprocal in nature are recognised as revenue in the year in which the Board obtains control over them.

##### **(c) Employee benefits**

Employee benefits are recognised in the Office of Health Practitioner Registration Boards (OHPRB) financial statements. The Board receives all administrative and operational support from the OHPRB and pays for this support on a bi-annual basis.

##### **(d) Accommodation**

The Board was located in premises rented by the OHPRB from the Department of Public Works. Accommodation costs are paid by the OHPRB and reimbursed by the Board through a service agreement.

##### **(e) Cash and cash equivalents**

For financial reporting purposes, cash includes all cash at bank, on hand and deposits at call with financial institutions.

##### **(f) Trade and other receivables**

Trade and other receivables are recognised at the amounts due at the time of service delivery. The terms of trade are 60 days from the date of invoice. Collectability of debtors is reviewed on an ongoing basis. A provision for impairment is raised where doubt as to collection exists. Debts which are known to be uncollectable are written off.



## THE OPTOMETRISTS BOARD OF QUEENSLAND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

#### NOTE 1 SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

##### **(h) Trade and other payables**

Trade and other payables are recognised as liabilities for goods and services provided to the Board prior to the end of the financial year and which are unpaid. The amounts are non-interest bearing, unsecured and are normally paid within 30 days of recognition.

##### **(i) Taxation**

The activities of the Board are exempt from Commonwealth taxation except for Fringe Benefits Tax (FBT) and Goods and Services Tax (GST). GST credits receivable from and GST payable to the Australian Taxation Office are recognised.

##### **(j) Insurance**

The Board has a Directors and Officers liability insurance for the Board Members.

##### **(k) Goods and services tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

##### **(l) Roundings and comparatives**

Amounts included in the financial statements are in Australian dollars and have been rounded to the nearest dollar. Where required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

##### **(m) Judgements**

The Board has made no estimates, assumptions or judgements which may cause material adjustments to the carrying amounts of assets and liabilities transferred to the new Board.

##### **(n) Issuance of financial statements**

The financial statements are authorised for issue by the former Chairperson and the former Executive Officer at the date of signing the Certificate of the former Optometrists Board of Queensland.

##### **(o) Financial instruments**

The Board does not enter into transactions for speculative purposes, nor for hedging. Apart from cash and cash equivalents, the Board holds no financial assets classified at fair value through profit or loss. All other disclosures relating to the measurement and financial risk management of financial instruments held by the Board are included in Note 16.



# THE OPTOMETRISTS BOARD OF QUEENSLAND

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

	2010 \$	2009 \$
<b><u>NOTE 2 REGISTRATION &amp; OTHER FEES</u></b>		
Annual registration fees	99,577	219,872
Restoration fees	7,040	4,215
Application fees	12,249	16,139
	<u>119,366</u>	<u>240,226</u>
<b><u>NOTE 3 ADMINISTRATION EXPENSES</u></b>		
General operating expenses	29,479	27,044
Board members remuneration & expenses	43,707	55,790
Conference expenses - Board	1,075	1,893
Conference expenses - Staff	1,511	1,298
	<u>75,772</u>	<u>87,023</u>
<b><u>NOTE 4 SERVICE AGREEMENT EXPENDITURE</u></b>		
Service agreement - Salaries	97,778	91,575
Service agreement - Non-salaries	28,714	34,862
	<u>126,492</u>	<u>126,437</u>
<b><u>NOTE 5 CASH AND CASH EQUIVALENTS</u></b>		
Cash at bank	-	49,189
At call deposits	-	646,674
	<u>-</u>	<u>695,863</u>
<b><u>NOTE 6 TRADE AND OTHER RECEIVABLES</u></b>		
Accrued interest	-	73
Trade receivables	-	5,481
Receivable from OHPRB	-	2,643
	<u>-</u>	<u>8,197</u>
<b><u>NOTE 7 OTHER CURRENT ASSETS</u></b>		
Prepayments	-	1,843
<b><u>NOTE 8 TRADE AND OTHER PAYABLES</u></b>		
Payable to OHPRB	-	4,115
Trade payables	-	2,730
	<u>-</u>	<u>6,845</u>





## THE OPTOMETRISTS BOARD OF QUEENSLAND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

#### NOTE 9 KEY MANAGEMENT PERSONNEL COMPENSATION

Names of Board Members who have held office during the financial year are:

Nancy Atkinson	Stephanie Manger
Andrew Carkeet	Stuart McFarlane
Peta Frampton	Colin Waldron
Peter Handicott	Ann Webber
Sherri Lucas	

Remuneration of key management personnel for year ended 30 June 2010:

Key management personnel comprise the members of the Board whom have authority and responsibility for planning, directing and controlling the activities of the Board. The remuneration paid to the Board Members are in the nature of short-term employee benefits and consist of meeting fees which are set by Governor in Council. In addition, Board Members may be reimbursed travel and accommodation costs incurred in the course of their duties as members of the Board.

Total short-term employee benefits paid, to all Board Members during the year was \$33,117 (2009: \$37,715). No other benefits were paid to or accrued by Board Members.

#### Transactions with Board Members as Registrants

The Board Members who are Registrants, paid registration fees to the Board which are within normal Registrants' relationships, on terms and conditions no more favourable than those which it is reasonable to expect would have been adopted if dealing with the Board Member at arm's length, in the same circumstances.

#### NOTE 10 COMMITMENTS

The Board had no commitments at 30 June 2010.

#### NOTE 11 CASH FLOW INFORMATION

Reconciliation of Operating Result (used in)/ provided by operating activities:

	2010 \$	2009 \$
Operating Result	(699,058)	49,184
Adjustments for non-cash items:		
Transfer of net assets to new Board	506,385	-
Change in assets and liabilities*		
(Increase) / Decrease in receivables	8,197	(774)
(Increase) / Decrease in prepayments	1,843	(1,047)
Increases / (Decreases) in payables	(6,744)	(202)
<b>Net cash (used in) / provided by operating activities</b>	<b>(189,377)</b>	<b>47,161</b>

\*Changes in assets and liabilities per Note 17 Transfer of Net Assets to the Optometry Board of Australia.



## THE OPTOMETRISTS BOARD OF QUEENSLAND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

#### NOTE 12 RECONCILIATION OF CASH AND CASH EQUIVALENTS

For the purpose of the Statement of Cash Flows, the Board considers cash to include cash on hand and at bank, and liquid investments. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2010 \$	2009 \$
Cash at bank	-	49,189
At call deposits	-	646,674
	<u>-</u>	<u>695,863</u>

#### NOTE 13 RELATED PARTY TRANSACTIONS

The Office of the Health Practitioner Board (OHPRB), an independent statutory body was established to provide administrative and operational support to the Board. A service agreement has been signed between the two entities. During the year the Board paid \$126,492 (2009: \$126,437) to OHPRB towards cost of services rendered under this agreement.

#### NOTE 14 CORPORATE INFORMATION

Principal Place of Business and Registered Office:  
Level 8, Forestry House, 160 Mary Street, BRISBANE QLD 4000

No of Employees: 2010: Nil (2009: Nil).

#### NOTE 15 AUDITOR'S REMUNERATION

The auditor's remuneration is not directly paid by the Board. Remuneration is paid through a service level agreement with OHPRB (the service provider). For details of auditor's remuneration for the year ended 30 June 2010 refer to OHPRB's Financial Statements.





# THE OPTOMETRISTS BOARD OF QUEENSLAND

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

### NOTE 16 FINANCIAL INSTRUMENTS

The main risks arising from the Board's financial instruments are interest rate risk, credit risk and liquidity risk. The Board uses different methods to measure different types of risk to which it is exposed. These methods include sensitivity analysis in the case of interest rate risks and ageing analysis for credit risk. The Board reviews and approves policies for managing each of these risks to maintain a consistent level of quality across the Board which includes the minimisation of risk. The policies for managing each of the Board's risks are summarised below and remain unchanged from the prior year.

The Board holds the following financial instruments:

	2010 \$	2009 \$
<b>Financial assets</b>		
Cash and cash equivalents	-	695,663
Trade and other receivables	-	8,197
	<u>-</u>	<u>704,060</u>
<b>Financial liabilities</b>		
Trade and other payables	-	6,845
	<u>-</u>	<u>6,845</u>

#### Credit risk

Credit risk is the risk of financial loss to the Board if a member or counterparty to a financial instrument fails to meet its contractual obligations, and arises principally from the Board's receivables from members.

The maximum exposure to credit risk at the reporting date is the carrying amount of the financial assets as summarised above.

Management has a credit policy in place and the exposure to credit risk is monitored on an ongoing basis. Credit evaluations are performed on all members requiring credit over a certain amount. The Board does not require collateral in respect of financial assets. Investments are allowed only in liquid securities and only with counterparties that have a credit rating equal to or better than an approved rating. There are no significant concentrations of credit risk within the Board.

The ageing of the Board's trade receivables at the reporting date was:

	2010 \$ Gross	2009 \$ Gross
Not past due (current)	-	8,197
Past due (30 day ageing)	-	-
Past due (31 - 60 day ageing)	-	-
Past due (60+ day ageing)	-	-
	<u>-</u>	<u>8,197</u>

Based on historic default rates, the Board believes that no impairment allowance is necessary in respect of receivables not past due or past due by up to 60 days. For those receivables outstanding more than 60 days each debtor has been individually analysed and a provision for impairment established accordingly as necessary.





# THE OPTOMETRISTS BOARD OF QUEENSLAND

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

### NOTE 16 FINANCIAL INSTRUMENTS (CONTINUED)

#### Liquidity risk

Liquidity risk is the risk that the Board will not be able to meet its financial obligations as they fall due. Prudent liquidity risk management implies maintaining sufficient cash and marketable securities and the availability of funding through an adequate amount of committed credit facilities. The Board aims to maintain flexibility in funding by keeping sufficient committed credit lines available to meet the Board's requirements.

The following are the contractual maturities of financial liabilities, including estimated interest payments and excluding the impact of netting agreements:

30 June 2010

Note	2010 Payable in			Total
	<1 year	1-5 years	>5 years	
	\$	\$	\$	\$
Non-derivative financial liabilities				
Trade and other payables	-	-	-	-

30 June 2009

	2009 Payable in			Total
	<1 year	1-5 years	>5 years	
	\$	\$	\$	\$
Non-derivative financial liabilities				
Trade and other payables	8	6,845	-	6,845

#### Market risk

##### (a) Foreign exchange risk

Foreign exchange risk arises when future commercial transactions and recognised assets and liabilities are denominated in a currency that is not the entity's functional currency. The Board is not exposed to foreign exchange risk.

##### (b) Interest rate risk

The Board manages its exposure to interest rate fluctuation by continuously monitoring its debt and interest cover ratio to ensure any significant movement would not have a material impact on the performance of the Board. The Board does not engage in any significant transactions which are of a speculative nature.

At the reporting date the interest rate profile of the Board's interest bearing financial instruments was:

	30 June 2010		30 June 2009	
	Effective interest rate	Balance \$	Effective interest rate	Balance \$
Variable rate instruments				
Cash assets	1.92%	-	3.37%	695,863

#### Interest rate sensitivity

The Board has quantified the impact of a +/-50 basis points change in interest rates on the 30 June 2010 and 30 June 2009 cash balances and determined that there would be no material impact on the surplus for those years.

#### Fair values

The carrying values of financial assets and liabilities are assumed to approximate their fair values due to their relatively short-term nature.



# THE OPTOMETRISTS BOARD OF QUEENSLAND

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2010

### NOTE 17 TRANSFER OF NET ASSETS TO THE OPTOMETRY BOARD OF AUSTRALIA

As referred to in Note 1(a) the Optometrists Board of Queensland was abolished and net assets were transferred to the Optometry Board of Australia on 30 June 2010, through the Australian Health Practitioners Regulation Agency (AHPRA), for nil consideration as at that date. Prior to making any accounting adjustments relating to the transfer, the book values of the net assets and liabilities transferred were recorded in the Optometrists Board of Queensland as follows:

<b>STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2010</b>	<b>2010 \$</b>	<b>2009 \$</b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	506,486	695,863
Trade and other receivables	-	8,197
Other current assets	-	1,843
<b>TOTAL CURRENT ASSETS</b>	<b>506,486</b>	<b>705,903</b>
<b>TOTAL ASSETS</b>	<b>506,486</b>	<b>705,903</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	101	6,845
<b>TOTAL CURRENT LIABILITIES</b>	<b>101</b>	<b>6,845</b>
<b>TOTAL LIABILITIES</b>	<b>101</b>	<b>6,845</b>
<b>NET ASSETS</b>	<b>506,385</b>	<b>699,058</b>
<b>EQUITY</b>		
Accumulated surplus / (deficit)	506,385	699,058
<b>TOTAL EQUITY</b>	<b>506,385</b>	<b>699,058</b>



## THE OPTOMETRISTS BOARD OF QUEENSLAND

### CERTIFICATE OF THE FORMER OPTOMETRISTS BOARD OF QUEENSLAND

This final general purpose financial report has been prepared pursuant to section 62(1)(a) of the *Financial Accountability Act 2009* (the Act), relevant sections of the *Financial and Performance Management Standard 2009* and other prescribed requirements. In accordance with section 62(1)(b) of the Act we certify that in our opinion:

- (a) the prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and
- (b) the final financial statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the abolished Optometrists Board of Queensland for the final financial year ended 30 June 2010, and of the financial position of the Board at the end of that year.



Michael Demy-Geroe  
Former Executive Officer  
Date: 6/10/10



Colin Waldron  
Former Chairperson  
Date: 13-9-10





## INDEPENDENT AUDITOR'S REPORT

To the Minister of the former Optometrists Board of Queensland

### Report on the Final Financial Report

I have audited the accompanying final financial report of the former Optometrists Board of Queensland which comprises the statement of financial position as at 30 June 2010, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the final period ended on that date, a summary of significant accounting policies, other explanatory notes and certificates given by the former Chairperson and former Executive Officer.

#### *The Former Board's Responsibility for the Final Financial Report*

The former Board is responsible for the preparation and fair presentation of the final financial report in accordance with prescribed accounting requirements identified in the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2009*, including compliance with Australian Accounting Standards (including the Australian Accounting Interpretations). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the final financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### *Auditor's Responsibility*

My responsibility is to express an opinion on the final financial report based on the audit. The audit was conducted in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. These auditing standards require compliance with relevant ethical requirements relating to audit engagements and that the audit is planned and performed to obtain reasonable assurance whether the final financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the final financial report. The procedures selected depend on the auditor's judgement, including the assessment of risks of material misstatement in the final financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the final financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control, other than in expressing an opinion on compliance with prescribed requirements. An audit also includes evaluating the appropriateness of accounting policies and the reasonableness of accounting estimates made by the former Board, as well as evaluating the overall presentation of the final financial report including any mandatory financial reporting requirements as approved by the Treasurer for application in Queensland.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my audit opinion.





### *Independence*

The *Auditor-General Act 2009* promotes the independence of the Auditor-General and all authorised auditors. The Auditor-General is the auditor of all Queensland public sector entities and can only be removed by Parliament.

The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

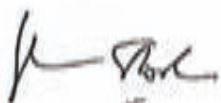
### *Auditor's Opinion*

In accordance with s.40 of the *Auditor-General Act 2009* –

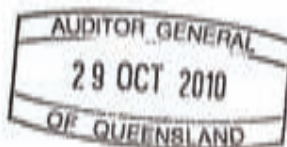
- (a) I have received all the information and explanations which I have required; and
- (b) in my opinion –
  - (i) the prescribed requirements in respect of the establishment and keeping of accounts have been complied with in all material respects; and
  - (ii) the final financial report has been drawn up so as to present a true and fair view, in accordance with the prescribed accounting standards of the transactions of the former Optometrists Board of Queensland for the final period 1 July 2009 to 30 June 2010 and of the financial position as at the end of that final period.

### *Emphasis of Matter – Abolishment of Optometrists Board of Queensland*

Without qualification to the opinion expressed above, attention is drawn to the disclosures under Objectives of the Board and Note 1(a) in the final financial report which identifies that pursuant to s.123 of the *Health Legislation (Health Practitioner Regulation National Law) Amendment Act 2010*, the former Optometrists Board of Queensland was abolished with effect on 1 July 2010 following the transfer of its functions to the new Optometry Board of Australia on 1 July 2010. In accordance with the Services, Assets and Liabilities Transfer Agreement signed by the former Board and the Australian Health Practitioners Regulation Agency, the net assets were transferred to the new Board for nil consideration. Consequently, the final financial report records all assets and liabilities balances at nil to represent their value to the former Board. Accordingly, the final financial report has not been prepared on a going concern basis.



G G POOLE FCPA  
Auditor-General of Queensland



Queensland Audit Office  
Brisbane

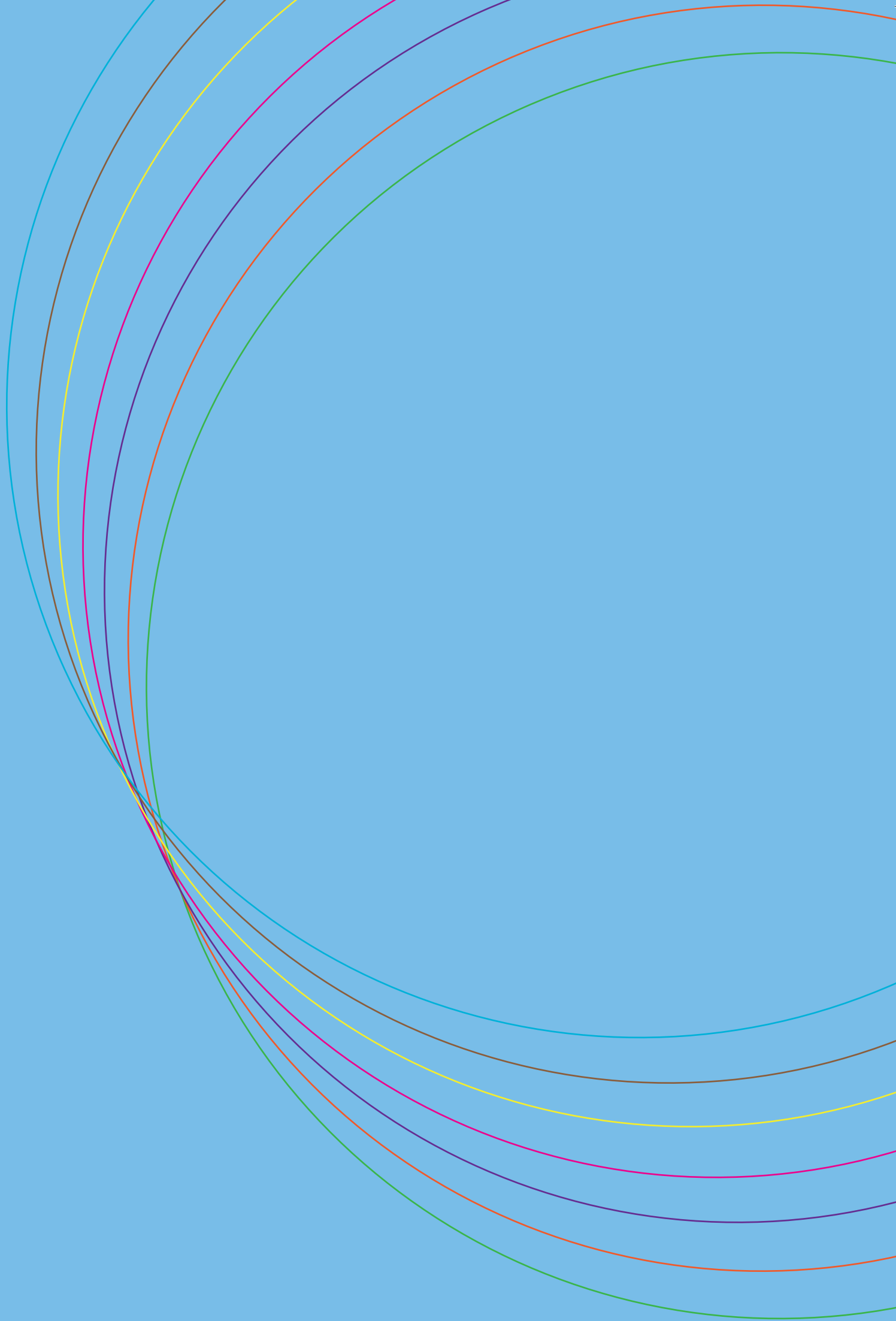




## Notes

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**Optometrists Board  
of Queensland**