

**OSTEOPATHS REGISTRATION BOARD**  
**OF WESTERN AUSTRALIA**

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2004**

**OSTEOPATHS REGISTRATION BOARD**  
**OF WESTERN AUSTRALIA**

**ANNUAL REPORT**

**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2004**

The Osteopaths Registration Board was established under the provisions of the Osteopaths Act 1997 to provide for the training, qualifications and registration of persons as osteopaths and the practice of osteopathy and other matters incidental to those purposes. The Osteopaths Act 1997 was proclaimed on 22 December 1999.

**1. STRUCTURE OF THE BOARD**

Section 6 of the Act provides for the Board to consist of six (6) members and the following is a list of the members of the Board and the terms under which they were appointed as at the 30<sup>TH</sup> June 2004.

|   |  |
|---|--|
| Three (3) osteopaths chosen by the Minister from a panel of six (6) names submitted by the Australian Osteopathic Association (Western Australian Division) | Ms E J Cumming<br>Ms R Latto<br>Ms C Stone |
| One (1) person who has knowledge of and experience in representing the interests of consumers   | Mrs M Bath                                 |
| One (1) osteopath chosen by the Minister  | Mr M C Yaksich                             |
| One (1) legal practitioner chosen by the Minister from a panel of three (3) names submitted by the Law Society of Western Australia (Inc)                   | Ms L Campbell-Tovey                        |

## 2. **MEETINGS HELD**

The Board met on four (4) occasions during the year.

The following is a table of the attendance of the Board Members:

| <u>Board Member</u> | <u>Meetings attended</u> |
|---------------------|--------------------------|
| Ms E Cumming        | 3                        |
| Ms R Latto          | 3                        |
| Mrs M Bath          | 3                        |
| Ms L Campbell-Tovey | 3                        |
| Mr M C Yaksich      | 4                        |
| Ms C Stone          | 2                        |

The Registrar of the Board is Opal Point Holdings Pty Ltd. The Registrar's Delegate is Mr K I Bradbury

The office of the Board is located at 6 Charles Street, South Perth, the hours of business are 8.30 am to 5.00 pm Monday to Friday, telephone number (08) 9368 2633, facsimile (08) 9368 2677, e-mail [egbank@bigpond.com](mailto:egbank@bigpond.com).

## 3. **REGISTER**

### (a) **General Register**

|  |          |          |
|--|----------|----------|
| Registered at 30 <sup>th</sup> June 2003 |          | 33       |
| Plus: New applications approved          | 2        |          |
| Restorations                             | <u>2</u> | <u>4</u> |
|  |          | 37       |
| Less: Voluntary Withdrawal               | 0        |          |
| Removal Due to Non-Payment               | <u>3</u> | <u>3</u> |
| Registered at 30 <sup>th</sup> June 2004 |          | 34       |
|  |          | ===      |

#### 4. **FORMAL COMPLAINTS AND BOARD INQUIRIES**

The Board received no complaints this year and there were no ongoing at 30th June 2004.

#### 5. **POLICIES**

##### (a) **Use of the Title “Dr”**

The Board continued to adopt the following policy:

*It is false, misleading and/or deceptive to the public for an osteopath to advertise an osteopathic qualification that they do not hold.*

*Registered osteopaths can only advertise that they hold recognised qualifications in osteopathy that are registered with the Board.*

*Only those osteopaths who hold a recognised Doctorate in Osteopathy are entitled to use the title “Doctor” or “Dr”.*

*Osteopaths can only refer to qualifications actually held, or to the title “Osteopath”.*

*Osteopaths holding a doctorate in a field other than osteopathy should clearly specify the respective field that entitles them to use the title “Dr”.*

##### (b) **Examination for Applicants applying for Skilled Migration Assessment and/or Registration**

The Board revised its policy previously used to assess overseas qualified osteopaths seeking registration. As from 30 June 2004, the Board now uses a system whereby the process is separated into three sections, namely:

1. *A written application including the completion of a case history section,*
2. *A multiple choice questionnaire, and*
3. *A viva voce examination.*

*Following the assessment procedure, the Board may:*

- (i) *grant unconditional registration, or*
- (ii) *grant conditional registration for a nominated period, so that the applicant can undergo supervised practise with a registered osteopath approved by the Board, with detailed reports and assessments being provided to the Board, or*
- (iii) *decline to register the applicant.*

*If conditional registration is granted and the Board receives satisfactory reports/assessments from the supervising osteopath, the Board may grant unconditional registration at the expiration of the period of conditional registration.'*

(c) **Practice Names**

The Board adopted the following policy:

*An osteopath's practice name must:*

1. *include the word "osteopath, osteopathic, osteopathy" or similar ,*
2. *Not be misleading or deceptive or likely to mislead or deceive,*
3. *Not be vulgar or sensational such as would be likely to adversely affect the standing of the osteopathic profession,*
4. *Not be linked to a product, and*
5. *Not make the osteopath appear to have osteopathy qualifications they do not hold*

(d) **Occupational Liability Insurance**

The Board adopted the following policy:

*In accordance with the provisions of Section 27 of the Osteopaths Act 1997, all registered osteopaths are required to hold a minimum \$5,000,000.00 occupational liability insurance for their performance of osteopathy in Western Australia.*

**6. CODE OF CONDUCT**

The Board has in place a Code of Conduct to be utilised by Members of the Board.

**7. EDUCATION SUBCOMMITTEE**

The Board established an Education Subcommittee to monitor education in osteopathy and to provide advice on this education to the Minister and to any other person or body involved. Members of the subcommittee are as follows:

Ms R Latto  
Ms E Cumming  
Ms S Thorpe  
Mr W Sibson

**8. EXAMINATION SUBCOMMITTEE**

The Board established an Examination Subcommittee (previously titled “assessment subcommittee”) to assess applicants for skills migration and registration purposes. Members of the subcommittee are as follows:

Ms R Latto  
Ms E Cumming  
Ms C Stone  
Mr M Yaksich

Ms Stone represented the Board on a National Examination Taskforce established by the Australian Council of Osteopathic Registration Boards (ACORB). The objective of the Taskforce was to develop a uniform approach to the assessment of overseas qualified osteopaths seeking registration within Australia.

**9. SKILLS ASSESSMENTS**

The Board has accepted the responsibility for assessing foreign osteopaths who need to have their skills assessed for migration purposes. This function is conducted on behalf of the Commonwealth Department of Immigration and Multicultural Affairs.

**10. RECORD KEEPING PLAN**

The Board established a record keeping plan that complied with the provisions of State Records Act 2000.

**11. SECTION 175ZE of the ELECTORAL ACT 1907**

The Board made no expenditure in relation to advertising agencies, market research organizations, polling organizations, direct mail organizations and media advertising organizations.

**Ms Rosemary Latto**  
**President**

A handwritten signature in dark ink, appearing to read 'R. Latto', is positioned below the printed name and title.

**OSTEOPATHS REGISTRATION BOARD OF WESTERN AUSTRALIA**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2004**



SHAKESPEARE PARTNERS  
chartered accountants

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West Perth WA 6005

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West Perth WA 6872

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**INDEPENDENT AUDITOR'S REPORT  
TO THE OSTEOPATHS REGISTRATION BOARD  
OF WESTERN AUSTRALIA**

**SCOPE**

We have audited the financial report of the Osteopaths Registration Board of Western Australia for the year ended 30 June 2004. The board is responsible for the preparation and presentation of the financial report and the information they contain and have determined that the accounting policies used are consistent with the financial reporting requirements of the Board's constitution and are appropriate to meet the needs of the members. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of Osteopaths Registration Board. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the Board.

The financial report has been prepared for distribution to the Board for the purpose of fulfilling the Committee of Management's financial reporting requirements under the Board's constitution. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the Board, or for any other purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards to provide a reasonable level of assurance as to whether the accounts are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with the accounting policies described in Note 1 to the financial statements. (These policies do not require the application of all Accounting Standards and UIG Consensus Views)

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

**AUDIT OPINION**

In our opinion the financial report presents fairly in accordance with the accounting policies described in Note 1 to the financial statements the financial position of the Osteopaths Registration Board of Western Australia as at 30 June 2004 and the results of its operations for the year ended.

We also certify that the Board complied with the provisions of the Osteopaths Act 1997 as amended.

**SHAKESPEARE PARTNERS**  
Chartered Accountants



**SR THOMPSON**  
Partner

Dated: 10 September 2004.

Partners  
A Shakespeare CA  
S R Thompson CA  
L A Meyerowitz CA

ABN 99 858 551 508



**OSTEOPATHS REGISTRATION BOARD OF WESTERN AUSTRALIA****BALANCE SHEET  
FOR THE YEAR ENDED 30TH JUNE 2004**

|                                       | <b>30/06/04</b> | <b>30/06/03</b> |
|---------------------------------------|-----------------|-----------------|
|                                       | <b>\$</b>       | <b>\$</b>       |
| <b>ACCUMULATED FUNDS</b>              |                 |                 |
| Accumulated Funds - Beginning of Year | 17,296          | 16,257          |
| Excess of Income over Expenditure     | 14,506          | 1,039           |
| <b>TOTAL ACCUMULATED FUNDS</b>        | <b>\$31,802</b> | <b>\$17,296</b> |
| Represented by:                       |                 |                 |
| <b>CURRENT ASSETS</b>                 |                 |                 |
| GST Account                           | 38              | (304)           |
| Legal Fee Recovery                    | 6,895           | -               |
| Cash at Bank                          | 13,084          | 11,678          |
| ANZ Investment Account                | 18,235          | 17,699          |
| ANZ Investment Account No 2           | 6,366           | 6,115           |
| ANZ Investment Account No 3           | 8,267           | -               |
|                                       | 52,885          | 35,188          |
| <b>TOTAL ASSETS</b>                   | <b>52,885</b>   | <b>35,188</b>   |
| <b>CURRENT LIABILITIES</b>            |                 |                 |
| Assessment Fees in Advance            | 1,300           | -               |
| Fees Paid in Advance                  | 17,500          | 16,500          |
| Trade Creditors                       | 2,283           | 1,392           |
| <b>TOTAL LIABILITIES</b>              | <b>21,083</b>   | <b>17,892</b>   |
| <b>NET ASSETS</b>                     | <b>\$31,802</b> | <b>\$17,296</b> |

These accounts should be read in conjunction with the auditors report attached

**OSTEOPATHS REGISTRATION BOARD OF WESTERN AUSTRALIA**

**PROFIT AND LOSS STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2004**

|  | <b>30/06/04</b> | <b>30/06/03</b> |
|--|-----------------|-----------------|
|  | <b>\$</b>       | <b>\$</b>       |
| <b>INCOME</b>                                |                 |                 |
| Restoration Fees                             | 200             | 100             |
| Application Fees                             | 300             | 1,050           |
| Registration Fees - Full Year                | 18,500          | 15,500          |
| Registration Fees - Half Year                | -               | 1,500           |
| Interest                                     | 1,055           | 840             |
| Skills Assessment Fees                       | -               | 2,550           |
| Legal Costs Recovery                         | 7,495           | -               |
|  | <hr/>           | <hr/>           |
|  | 27,550          | 21,540          |
| <br><b>EXPENDITURE</b>                       |                 |                 |
| Administration Costs                         | 9,000           | 9,150           |
| Audit Fees                                   | 800             | 800             |
| Bank Charges                                 | 152             | 188             |
| Board Member's Fees                          | 941             | 2,080           |
| Catering                                     | -               | 69              |
| Legal Costs                                  | 102             | 5,831           |
| Brochures                                    | 495             | 300             |
| Postage                                      | 204             | 195             |
| Printing & Stationery                        | 1,350           | 1,815           |
| Seminars                                     | -               | 73              |
|  | <hr/>           | <hr/>           |
|  | 13,044          | 20,501          |
| <br><b>EXCESS OF INCOME OVER EXPENDITURE</b> | <hr/>           | <hr/>           |
|  | \$14,506        | \$1,039         |
|  | <hr/> <hr/>     | <hr/> <hr/>     |

These accounts should be read in conjunction with the auditors report attached