

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
30 JUNE 2020**

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**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**DIRECTORS' REPORT**

Your directors present their report on the College for the financial year ended 30 June 2020.

**Information on Director**

The names of the directors in office at any time during, or since the end of the year are:

A/Prof Alan Sandford AM  
Dr Kevin Morris retired 02/10/2019  
A/Prof Pooshan Navathe  
A/Prof Luis Prado  
Dr Helen Parsons  
Prof Erwin Loh  
Dr Iwona Stolarek  
Dr Samantha Simpson  
A/Prof Vinay Rane  
Ms Kiri Rikihana appointed 02/10/2019  
Ms Gillian Biscoe AM appointed 02/10/2019  
Dr Melissa Naidoo appointed 02/10/2019

Directors who have completed their terms, been elected or appointed during the financial year have been identified.

**Operating Results**

The profit of the College for the financial year after providing for income tax amounted to \$96,988.

**Significant Changes in the State of Affairs**

The College had a significant operating loss due to COVID-19 that was offset by the profit from the sale of the Milton Parade property and government COVID-19 financial support packages.

The principal activities of the College during the financial year were Medical Administration Education.

No significant change in the nature of these activities occurred during the year.

**Events After the Reporting Date**

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the College, the results of those operations, or the state of affairs of the College in future financial years.

Likely developments in the operations of the College and the expected results of those operations in future financial years have not been included in this report as the inclusion of such information is likely to result in unreasonable prejudice to the College.

**Environmental Issues**

The College's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

**Dividends paid or recommended**

In accordance with its Constitution, the College is prohibited from declaring any form of dividend in favour of its members.

**Indemnification and Insurance of Officers and Auditors**

No indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an auditor of the College.

**THE ROYAL AUSTRALASIAN COLLEGE  
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**DIRECTORS' REPORT**

During the financial year the College has paid premiums to insure the directors against liabilities for costs and expenses incurred by them in defending any legal proceedings arising out of their conduct while acting in the capacity of a director of the College, other than conduct involving wilful breach of duty in relation to the College.

No person has applied for leave of Court to bring proceedings on behalf of the College or intervene in any proceedings to which the College is a party for the purpose of taking responsibility on behalf of the College for all or any part of those proceedings.

The College was not party to any such proceeding during the year.

**Directors Meetings and Attendance**

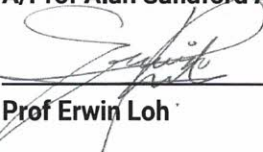
	<b>Directors Meetings</b>	
	<b>Number eligible to attend</b>	<b>Number attended</b>
A/Prof Alan Sandford AM	7	7
Dr Kevin Morris	1	1
A/Prof Pooshan Navathe	7	6
A/Prof Luis Prado	7	5
Dr Helen Parsons	7	4
Prof Erwin Loh	7	6
Dr Iwona Stolarek	7	7
Dr Samantha Simpson	7	6
A/Prof Vinay Rane	7	3
Ms Kiri Rikihana	7	6
Ms Gillian Biscoe AM	7	6
Dr Melissa Naidoo	7	4

**Auditor's Independence Declaration**

A copy of the auditor's independence declaration as required under section 307C of the Corporations Act 2001 is set out on page 3.

Signed in accordance with a resolution of directors

Director:   
A/Prof Alan Sandford AM

Director:   
Prof Erwin Loh

Dated this 9<sup>th</sup> day of SEPTEMBER 2020

**AUDITORS' INDEPENDENCE DECLARATION  
UNDER SECTION 307C OF THE CORPORATIONS ACT 2001  
TO THE DIRECTORS OF  
THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS**

We hereby declare, that to the best of our knowledge and belief, during the financial year ended 30 June 2020 there have been:

- (i) no contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

*Morton Watson & Young*  
**Name of Firm:** **MORTON WATSON & YOUNG AUDIT PTY LTD**  
Chartered Accountants

*[Signature]*  
**Name of Director:** \_\_\_\_\_  
**Kerpal S Harnam - Registered Company Auditor**

**Address:** 51 Robinson Street, Dandenong Vic 3175

**Dated this** *10<sup>TH</sup>* **day of** *SEPTEMBER* **2020**

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30 JUNE 2020**

	Note	2020 \$	2019 \$
<b>Income</b>			
Revenue	4	3,487,291	4,058,767
Other income	4	411,449	-
		<u>3,898,740</u>	<u>4,058,767</u>
<b>Expenditure</b>			
Governance and member services		(964,403)	(1,154,834)
Professional services		(178,431)	(226,128)
Employment expenses		(2,196,342)	(1,414,745)
Occupancy expenses		(59,709)	(58,083)
Other overhead expenses		(402,020)	(333,998)
		<u>(3,800,905)</u>	<u>(3,187,788)</u>
<b>Profit for the year</b>		97,835	870,979
<b>Other comprehensive income, net of income tax</b>			
Bernard Nicholson Prize Fund Shares		(847)	477
		<u>(847)</u>	<u>477</u>
<b>Other comprehensive income for the year, net of tax</b>			
		96,988	871,456
<b>Total comprehensive income for the year</b>		<u>96,988</u>	<u>871,456</u>
Retained earnings at the beginning of the financial year		7,138,900	6,267,444
		96,988	871,456
<b>Total Income for the year</b>		<u>7,235,888</u>	<u>7,138,900</u>
Retained earnings at the end of the financial year			

The accompanying notes form part of these financial statements.

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
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**STATEMENT OF FINANCIAL POSITION  
AS AT 30 JUNE 2020**

	Note	2020 \$	2019 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	7	11,826,648	6,239,915
Trade and other receivables	8	603,915	1,028,044
Financial assets	9	302,847	3,623,996
Other current assets	10	-	641,246
<b>TOTAL CURRENT ASSETS</b>		<u>12,733,410</u>	<u>11,533,201</u>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	8	296,297	299,092
Property, plant and equipment	11	<u>1,807,957</u>	<u>1,786,842</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u>2,104,254</u>	<u>2,085,934</u>
<b>TOTAL ASSETS</b>		<u>14,837,664</u>	<u>13,619,135</u>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	12	489,427	285,850
Provisions	13	136,429	80,157
Other current liabilities	14	<u>6,904,797</u>	<u>6,043,105</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u>7,530,653</u>	<u>6,409,112</u>
<b>TOTAL LIABILITIES</b>		<u>7,530,653</u>	<u>6,409,112</u>
<b>NET ASSETS</b>		<u>7,307,011</u>	<u>7,210,023</u>
<b>EQUITY</b>			
Special Funds	15	71,123	71,123
Retained earnings	16	<u>7,235,888</u>	<u>7,138,900</u>
<b>TOTAL EQUITY</b>		<u>7,307,011</u>	<u>7,210,023</u>

The accompanying notes form part of these financial statements.

**THE ROYAL AUSTRALASIAN COLLEGE  
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**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2020**

Note	Retained earnings \$	Bernard Nicholson Prize Fund \$	Sir Raphael Cilento Oration Fund \$	NSW Administration Course & Education Fund \$	Total \$
<b>Balance at 1 July 2018</b>	6,267,444	32,988	12,086	26,049	6,338,567
Profit attributable to members	871,456				871,456
<b>Balance at 30 June 2019</b>	7,138,900	32,988	12,086	26,049	7,210,023
Profit attributable to members	96,988				96,988
<b>Balance at 30 June 2020</b>	<u>7,235,888</u>	<u>32,988</u>	<u>12,086</u>	<u>26,049</u>	<u>7,307,011</u>

The accompanying notes form part of these financial statements.

**THE ROYAL AUSTRALASIAN COLLEGE  
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**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2020**

	<b>2020</b>	<b>2019</b>
	<b>\$</b>	<b>\$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Receipts from members	3,385,413	3,718,132
Conferences, sponsorship & other receipts	3,657,426	3,776,953
Interest received	53,497	88,124
Payment to suppliers & employees	<u>(6,624,402)</u>	<u>(6,901,146)</u>
<b>Net cash provided by operating activities</b>	<u>471,934</u>	<u>682,063</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Proceeds from sale of property	1,046,532	-
Proceeds from investments	3,320,302	1,324,164
Proceeds from sale of other current assets	-	11,950
Payments for equipment	(86,581)	(28,684)
Payments for Gowns	(3,164)	(2,851)
Payments for E Portfolio system	<u>(26,779)</u>	<u>(8,566)</u>
<b>Net cash provided by investing activities</b>	<u>4,250,310</u>	<u>1,296,013</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Fees received in advance	<u>864,489</u>	<u>(784,454)</u>
<b>Net cash provided by (used in) financing activities</b>	<u>864,489</u>	<u>(784,454)</u>
Net increase in cash held	5,586,733	1,193,622
Cash at beginning of financial year	<u>6,239,915</u>	<u>5,046,293</u>
<b>Cash at end of financial year</b>	<u>11,826,648</u>	<u>6,239,915</u>

The accompanying notes form part of these financial statements.



**THE ROYAL AUSTRALASIAN COLLEGE  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

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**1 Summary of Significant Accounting Policies**

The financial statements cover The Royal Australasian College of Medical Administrators as an individual entity. The Royal Australasian College of Medical Administrators is a company limited by guarantee, incorporated and domiciled in Australia.

The functional and presentation currency of The Royal Australasian College of Medical Administrators is Australian dollars.

The financial report was authorised for issue by the Directors.

Comparatives are consistent with prior years, unless otherwise stated.

**2 Basis of Preparation**

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards, Australian Accounting Interpretations and the other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the Corporations Act 2001 and the Australian Charities and Not-for-profits Commission Act 2012.

The significant accounting policies used in the preparation and presentation of these financial statements are provided below and are consistent with prior reporting periods unless otherwise stated.

**3 Summary of Significant Accounting Policies**

**State/Territory/New Zealand Committees**

The operating results of the State/Territory/New Zealand Committees have been incorporated in the financial statements.

**Income Tax**

The College is exempt from income tax and therefore no income tax expense or liability for income tax is shown in the financial statements.

**Cash and Cash Equivalents**

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value. Bank overdrafts also form part of cash equivalents for the purpose of the statement of cash flows and are presented within current liabilities on the statement of financial position.

**THE ROYAL AUSTRALASIAN COLLEGE  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

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**Trade and Other Receivables**

Accounts receivable are recognised initially at the transaction price (i.e. cost) and are subsequently measured at cost less provision for impairment. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

At the end of each reporting period, the carrying amount of accounts receivable and other receivables are reviewed to determine whether there is any objective evidence that the amounts are not recoverable. If so, an impairment loss is recognised immediately in statement of comprehensive income.

**Property, Plant and Equipment**

Classes of property, plant and equipment are measured using the cost or revaluation model as specified below.

Where the cost model is used, the asset is carried at its cost less any accumulated depreciation and any impairment losses. Costs include purchase price, other directly attributable costs and the initial estimate of the costs of dismantling and restoring the asset, where applicable.

**Land and buildings**

Land and buildings are measured using the cost model.

**Plant and equipment**

Plant and equipment are measured using the cost model.

**Depreciation**

The depreciable amount of all property, plant and equipment, except for freehold land is depreciated on a straight line method from the date that management determine that the asset is available for use.

The depreciation rates used for each class of depreciable asset are shown below:

<b>Fixed Asset Class</b>	<b>Depreciation Rate</b>
Plant and equipment	10% to 50%
Buildings	2.5%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

When an assets is disposed, the gain or loss is calculated by comparing proceeds received with its carrying amount and is taken to profit or loss.

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

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**Financial Instruments**

Financial instruments are recognised initially using trade date accounting, i.e. on the date that college becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

**Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise principally through the provision of goods and services to customers but also incorporate other types of contractual monetary assets.

After initial recognition these are measured at amortised cost using the effective interest method, less provision for impairment. Any change in their value is recognised in profit or loss.

The college's trade and most other receivables fall into this category of financial instruments.

In some circumstances, the college renegotiates repayment terms with customers which may lead to changes in the timing of the payments, the college does not necessarily consider the balance to be impaired, however assessment is made on a case-by-case basis.

**Available-for-sale financial assets**

Available-for-sale financial assets are non-derivative financial assets that do not qualify for inclusion in any of the other categories of financial assets. The college's available-for-sale financial assets comprise listed securities.

Purchases and sales of available-for-sale investments are recognised on settlement date.

Available-for-sale financial assets are measured at fair value, with subsequent changes in value recognised in other comprehensive income.

Gains and losses arising from financial instruments classified as available-for-sale are only recognised in profit or loss when they are sold or when the investment is impaired.

In the case of impairment or sale, any gain or loss previously recognised in equity is transferred to the profit or loss.

**Impairment of Non-Financial Assets**

At the end of each reporting period the college determines whether there is an evidence of an impairment indicator for non-financial assets.

Where this indicator exists and regardless for goodwill, indefinite life intangible assets and intangible assets not yet available for use, the recoverable amount of the assets is estimated.

Where the recoverable amount is less than the carrying amount, an impairment loss is recognised in profit or loss.

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

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### **Trade and Other Payables**

Accounts payable and other payables represent the liabilities at the end of the reporting period for goods and services received by the college that remain unpaid.

Accounts payable are recognised at their transaction price. Accounts payable are obligations on the basis of normal credit terms.

### **Employee Benefits**

Provision is made for the college's liability for employee benefits arising from services rendered by employees at the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Those cashflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cashflows.

### **Provisions**

Provisions are recognised when the college has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured at the present value of management's best estimate of the outflow required to settle the obligation at the end of the reporting year. The discount rate used is a pre tax rate that reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the unwinding of the discount is taken to finance costs in the statement of other comprehensive income.

### **Goods and Services Tax (GST)**

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing or financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

### **Special Funds**

The income and expenses from the special funds accounts have been included in the statement of financial position to correctly show the total income and expenditure for the year.

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

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**Revenue and Other Income**

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the college and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

**Interest revenue**

Interest revenue is recognised using the effective interest rate method.

**Dividend revenue**

Dividends are recognised when the right to receive payment is established.

**Rendering of services**

Revenue in relation to rendering of services is recognised depending on whether the outcome of the services can be measured reliably. If this is the case then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period. If the outcome cannot be reliably measured then revenue is recognised to the extent of expenses recognised that are recoverable.

**Other income**

Other income is recognised on an accruals basis when the college is entitled to it.

**Grant Revenue**

Non-reciprocal grant revenue is recognised in profit or loss when the entity obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied in line with the new AASB 15 Revenue Recognition standard.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

**THE ROYAL AUSTRALASIAN COLLEGE  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

	2020 \$	2019 \$
<b>4 Revenue</b>		
<b>Operating activities</b>		
Dividends received	4,404	1,694
Interest received	53,497	88,124
Membership Subscriptions	1,251,737	1,148,200
Training Fees	1,477,990	2,478,389
Advertising & Sponsorship	20,700	53,042
Annual Conference	403,216	184,483
Externally Delivered Programs	60,862	58,635
LTI Forum	-	24,089
Net project revenue	3,139	-
Miscellaneous Income	214,885	22,111
Profit on Sale of Non-current Assets	411,001	-
Loss on Sale of Non-current Assets	(2,691)	-
<b>Total operating revenue</b>	<b>3,898,740</b>	<b>4,058,767</b>
<b>Total Income</b>	<b>3,898,740</b>	<b>4,058,767</b>
<b>5 Auditor's Remuneration</b>		
Audit of accounts	15,350	14,300
Grant audits	-	4,000
	<b>15,350</b>	<b>18,300</b>
	<b>15,350</b>	<b>18,300</b>
<b>6 Profit</b>		
<b>Expenses</b>		
Depreciation of property, plant and equipment	98,434	64,814
Bad Debts Written Off	37,394	40,349
Increase (decrease) in :		
Holiday Pay Provision	54,351	(24,798)
Long Service Leave Provision	1,917	(38,048)
<b>Significant Revenue and Expenses</b>		
The following significant revenue and expense items are relevant in explaining the financial performance:		
Project Income	3,230,372	3,723,911
Project Expenses	(3,230,372)	(3,723,911)
	-	-

**THE ROYAL AUSTRALASIAN COLLEGE  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

	2020 \$	2019 \$
<b>7 Cash and Cash Equivalents</b>		
ANZ V2 Plus AMC Levy Account	25,455	25,455
National Australia Bank Cheque Account	1,057,324	585,517
National Australia Bank Business Cash Maximiser Account	5,716,112	1,188,762
National Australia Bank STP Account	4,991,472	4,216,106
State Account - New Zealand	329	361
TryBooking Account	3	135,629
Debit Card Accounts	6,388	8,972
Undeposited Funds	29,565	79,113
	<u>11,826,648</u>	<u>6,239,915</u>
<b>Reconciliation of cash</b>		
Cash at the end of the financial year as shown in the cash flow statement is reconciled to the related items in the statement of financial position as follows:		
Cash at banks	1,057,324	585,517
At call deposits	10,733,039	5,430,322
Cash at Bank State Committee	329	361
Debit Card Accounts	6,388	8,972
Try Booking Accounts	3	135,629
Undeposited Funds	29,565	79,114
	<u>11,826,648</u>	<u>6,239,915</u>
<b>8 Trade and Other Receivables</b>		
<b>Current</b>		
Trade Debtors	526,065	885,345
Less: Provision for Doubtful Debts	(45,000)	(45,000)
Other Debtors	122,850	187,699
	<u>603,915</u>	<u>1,028,044</u>

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OF MEDICAL ADMINISTRATORS  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

	<b>2020</b>	<b>2019</b>
	<b>\$</b>	<b>\$</b>
<b>Non-Current</b>		
<b>State's Funds</b>		
NSW State Funds	92,864	94,311
Queensland State Funds	55,625	58,536
South Australia State Funds	3,201	3,185
Victoria State Funds	99,575	98,267
Western Australia State Funds	19,961	19,862
Northern Territory Funds	1,009	1,009
New Zealand Funds	24,062	23,922
Australian Capital Territory	-	-
Tasmania	-	-
	296,297	299,092
The college does not hold any financial assets whose terms have been renegotiated, but which would otherwise be past due or impaired.		
<b>9 Financial Assets</b>		
<b>Current</b>		
ANZ Banking Group Term Deposit	270,600	270,600
National Australia Bank Term Deposits	-	3,320,302
Bernard Nicholson Prize Fund		
Bernard Nicholson Fund Shares	32,247	33,094
	302,847	3,623,996
<b>10 Other Non-Financial Assets</b>		
<b>Current</b>		
Assets Held for Sale	-	641,246
<b>11 Property, Plant and Equipment</b>		
<b>Land and Building Cato Street, Hawthorn</b>		
Land - Cato Street, Hawthorn - at Cost	460,000	460,000
Cato Street, Hawthorn - at Cost	1,088,903	1,088,903
Less: Accumulated Depreciation	(27,223)	-
<b>Total Land and Buildings</b>	<b>1,521,680</b>	<b>1,548,903</b>



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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

	2020 \$	2019 \$
<b>Plant and Equipment:</b>		
At cost	424,440	349,978
Accumulated depreciation	<u>(145,113)</u>	<u>(116,960)</u>
	<u>279,327</u>	<u>233,018</u>
<b>Gowns</b>		
At Cost	12,415	9,251
Accumulated depreciation	<u>(5,465)</u>	<u>(4,330)</u>
	<u>6,950</u>	<u>4,921</u>
<b>Total Plant and Equipment</b>	<u><u>286,277</u></u>	<u><u>237,939</u></u>
<b>Total Property, Plant and Equipment</b>	<u><u>1,807,957</u></u>	<u><u>1,786,842</u></u>

**Movements in Carrying Amounts**

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.

	Freehold Land	Buildings	Plant and Equipment	Gowns at Cost	Total
	\$	\$	\$	\$	\$
Balance at 1 July 2018	460,000	1,104,972	243,862	2,719	1,811,553
Available for Sale	145,000	496,246	-	-	641,246
Additions	-	-	37,250	2,851	40,101
Disposals	-	-	(29,839)	-	(29,839)
Depreciation expense	-	(16,069)	(18,254)	(649)	(34,972)
Balance at 30 June 2019	<u>605,000</u>	<u>1,585,149</u>	<u>233,019</u>	<u>4,921</u>	<u>2,428,089</u>
Additions	-	-	113,360	3,164	116,524
Disposals	(145,000)	(490,531)	(2,691)	-	(638,222)
Depreciation expense	-	(32,938)	(64,361)	(1,135)	(98,434)
Carrying amount at 30 June 2020	<u><u>460,000</u></u>	<u><u>1,061,680</u></u>	<u><u>279,327</u></u>	<u><u>6,950</u></u>	<u><u>1,807,957</u></u>

**12 Trade and Other Payables**

**Current**

Creditors & Accruals	236,642	142,187
Other Creditors	-	4,441
Superannuation Payable	21,157	-
Other Liabilities	4,926	-
Amounts Withheld from Wages	70,853	29,668
GST Payable	<u>155,849</u>	<u>109,554</u>
	<u><u>489,427</u></u>	<u><u>285,850</u></u>

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

	2020 \$	2019 \$
<b>13 Provisions</b>		
Annual Leave	124,299	69,948
Long Service Leave	12,130	10,209
<b>Total provisions</b>	<u>136,429</u>	<u>80,157</u>
<b>Analysis of Total Provisions</b>		
Current	136,429	80,157
Non-current	-	-
	<u>136,429</u>	<u>80,157</u>
<b>Employee Provisions</b>		
<p>The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the College does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However these amounts must be classified as current liabilities since the College does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement.</p>		
<b>14 Other Liabilities</b>		
<b>Current</b>		
<b>Income in Advance</b>		
Unearned Subscription Income	1,321,525	1,199,490
Unearned Workshop Income	432,158	554,914
	<u>1,753,683</u>	<u>1,754,404</u>
<b>Unearned Income</b>		
Unearned STPI Grant Income	4,854,817	3,989,609
<b>Funds held for State Committees</b>		
NSW Funds Held	92,864	94,311
Queensland Funds Held	55,625	58,536
South Australia Funds Held	3,201	3,185
Victoria Funds Held	99,575	98,267
West Australian Funds Held	19,961	19,862
Monies Held in Trust (NT)	1,009	1,009
New Zealand Funds Held	24,062	23,922
	<u>296,297</u>	<u>299,092</u>
	<u>6,904,797</u>	<u>6,043,105</u>

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

	2020 \$	2019 \$
<b>15 Special Funds</b>		
<b>Bernard Nicholson Prize Fund</b>		
Opening Balance	32,988	32,988
<b>Sir Raphael Cilento Oration Fund</b>		
Opening Balance	12,086	12,086
<b>NSW Administration Course &amp; Education Fund</b>		
Opening Balance	26,049	26,049
	<u>71,123</u>	<u>71,123</u>
<b>16 Retained Earnings</b>		
Retained earnings at the beginning of the financial year	7,138,900	6,267,444
Net profit attributable to members of the College	96,988	871,456
Retained earnings at the end of the financial year	<u>7,235,888</u>	<u>7,138,900</u>
<b>17 Cash Flow Information</b>		
<b>Reconciliation of result for the year to cashflows from operating activities.</b>		
Profit after income tax	96,988	871,456
Cash flows excluded from profit attributable to operating activities		
<b>Non-cash flows in profit</b>		
Change in net market value	847	(477)
Depreciation	98,434	64,814
Charges to provisions	56,270	(62,845)
Profit on sale of non-current assets	(411,002)	-
Loss on sale of non-current assets	2,691	-
<b>Changes in assets and liabilities</b>		
(Increase) Decrease in current receivables	424,129	(199,469)
Increase (Decrease) in other creditors	203,577	8,583
	<u>471,934</u>	<u>682,062</u>

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

	<b>2020</b>	<b>2019</b>
	<b>\$</b>	<b>\$</b>
<hr/>		
<b>18 Financial Risk Management</b>		
The college is exposed to a variety of financial risks through its use of financial instruments.		
This note discloses the college's objectives, policies and processes for managing and measuring these risks.		
The college's overall risk management plan seeks to minimise potential adverse effects due to the unpredictability of financial markets.		
	<b>2020</b>	<b>2019</b>
	<b>\$</b>	<b>\$</b>
<b>Financial Assets</b>		
Cash at banks	1,057,324	585,517
Short term deposits	10,733,039	5,430,322
Investments	302,846	3,623,996
Loans and receivables	603,915	1,028,044
States funds held	296,297	299,093
New Zealand bank account	329	361
Bank debit cards	6,388	8,972
<b>Total Financial Assets</b>	<u>13,000,138</u>	<u>10,976,305</u>
<b>Financial Liabilities</b>		
Trade and other payables	489,428	281,411
Unexpended Grants	4,854,817	3,989,609
Income in advance	1,753,683	1,754,404
State committee funds	296,297	299,093
<b>Total Financial Liabilities</b>	<u>7,394,225</u>	<u>6,324,517</u>

The college does not have any derivative instruments at 30 June 2020.

**19 Company Details**

**The registered office of the company is:**

The Royal Australasian College  
of Medical Administrators  
Suite 1, 20 Cato Street  
Hawthorn East Vic 3123

**20 Members' Guarantee**

The entity is incorporated under the Corporations Act 2001 and is an entity limited by guarantee. If the entity is wound up, the constitution states that each member is required to contribute a maximum of \$20 each towards meeting any outstandings and obligations of the entity.

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

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**21 COVID-19 Impact Summary**

COVID19 has resulted in cancellation of all face to face events scheduled from Mid-March 2020 to 31 December 2020. This included all Fellowship Training Workshops and Leadership for Clinicians Programs. The decision was made to refund all monies to Leadership for Clinicians participants who had not completed their program.

**Estimated loss of Income:**

Fellowship Training Program Induction Workshop \$84,240 (includes \$16,848 refunds)

Fellowship Training Program Mid Training Workshop \$67,392

Leadership for Clinicians Program \$828,000 (includes \$525,975 refunds)

**Additional Expenditure:**

Additional computer hardware expenditure of \$27,492 was incurred to meet working from home requirements.

**Total Estimated Cost to RACMA was \$1,007,124.**

**We received the following additional income:**

Federal Government Jobkeeper Program \$108,000

Federal Government Cash Flow Boost \$50,000

**We received the following estimated savings:**

Victorian Government Payroll Tax waived \$78,378

Workshop and Travel expenses \$150,000 (estimated)

Presenters \$44,000 (estimated)

The total estimated savings to RACMA was \$430,378. In broad terms the estimated net impact from the COVID-19 Pandemic to the organisation to 30 June 2020 was a loss of \$576,746.

As the Pandemic continues into the new financial year, the organisation will see further impact on its financials.

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**DIRECTORS' DECLARATION**

The directors of the College declare that:

1. The financial statements and notes, as set out on pages 1 to 20, are in accordance with the Corporations Act 2001:
  - (a) comply with Australian Accounting Standards and the Corporations Regulations 2001; and
  - (b) give a true and fair view of the financial position as at 30 June 2020 and of the performance for the year ended on that date of the college; and
  - (c) satisfy the requirements of Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.
2. In the directors' opinion there are reasonable grounds to believe that the college will be able to pay its debts as and when they become due and payable.

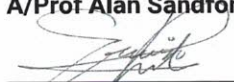
This declaration is made in accordance with a resolution of the board of directors.

Director:



**A/Prof Alan Sandford AM**

Director:



**Prof Erwin Loh**

Dated this 9<sup>th</sup> day of SEPTEMBER 2020

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**Report on the Audit of the Financial Report**

**Opinion**

We have audited the financial report of The Royal Australasian College of Medical Administrators, (the company) which comprises the statement of financial position as at 30 June 2020 and the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows and cash flow statement for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and the directors' declaration.

In our opinion, the accompanying financial report of the company is in accordance with the Corporations Act 2001, including:

- (i) giving a true and fair view of the company's financial position as at 30 June 2020 and of its financial performance for the year ended; and
- (ii) complying with Australian Accounting Standards and the Corporations Regulations 2001.
- (iii) complying with the requirements of the Australian Charities and Not-for-profits Commission Act 2012.

**Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Report section of our report. We are independent of the company in accordance with the auditor independence requirements of the Corporations Act 2001 and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the code.

We confirm that the independence declaration required by the Corporations Act 2001, which has been given to the directors of the company, would be in the same terms if given to the directors as at the time of this auditors' report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Responsibilities of Directors' for the Financial Report**

The directors of the company are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Corporations Act 2001 and for such internal control as the directors determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**Auditor's Responsibility for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the directors with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

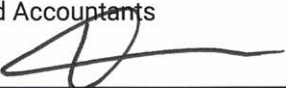


**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

From the matters communicated with the directors, we determine those matters that were of most significance in the audit of the financial report of the current period and are therefore the key audit matters. We describe these matters in our auditors' report unless law or regulation preclude public disclosure about the matter or when, in extremely rare circumstances, we determine that a matter should not be communicated in our report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.

*Morton Watson & Young*

**Name of Firm:** **MORTON WATSON & YOUNG AUDIT PTY LTD**  
Chartered Accountants

**Name of Director:**   
**Kerpel S Harnam - Registered Company Auditor**

**Address:** 51 Robinson Street, Dandenong Vic 3175

**Dated this** *10<sup>TH</sup>* day of *SEPTEMBER* *2020*.

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**PROFIT AND LOSS STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2020**

	2020 \$	2019 \$
<b>INCOME</b>		
Membership Subscriptions	1,251,737	1,148,200
Training Fees	1,477,990	2,478,389
Advertising & Sponsorship	20,700	53,042
Annual Conference	403,216	184,483
Externally Delivered Programs	60,862	58,635
LTI Forum	-	24,089
	<u>3,214,505</u>	<u>3,946,838</u>
<b>OTHER INCOME</b>		
Dividends Received	4,404	1,694
Interest Received	53,497	88,124
Movement in Net Market Values		
Bernard Nicholson Prize Fund Shares	(847)	477
Miscellaneous Income	214,885	22,111
Profit on Sale of Non-current Assets	411,001	-
Loss on Sale of Non-current Assets	(2,691)	-
Project Income	3,233,511	3,723,912
Project Expenses	<u>(3,230,372)</u>	<u>(3,723,912)</u>
	3,139	-
<b>Total Other Income</b>	<u>683,388</u>	<u>112,406</u>
<b>TOTAL INCOME</b>	<u>3,897,893</u>	<u>4,059,244</u>
<b>EXPENSES</b>		
Governance & CPMC		
Meeting Expenses	24,909	26,312
Teleconference & Video - Governance	2,243	444
Travelling & Accommodation - Governance	42,523	68,658
CPMC Subscriptions	-	14,859
	<u>69,675</u>	<u>110,273</u>
Faculty Support		
Censors Workshops & Expenses	-	4,974
State Workshops & Seminars	-	26,211
Travel & Accommodation - Faculty	18,080	24,482
Honorarium	1,300	3,750
Printing & Stationery - Faculty	1,385	9,063
Teleconference & Video - Faculty	2,444	662
Faculty Meeting Expenses	<u>1,139</u>	<u>1,954</u>
	<u>24,348</u>	<u>71,096</u>

The accompanying notes form part of these financial statements.

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**PROFIT AND LOSS STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2020**

	2020 \$	2019 \$
Training & Education		
Courses Expenses	(4,910)	2,290
Candidate Workshop CW1	166,303	14,586
Teleconference & Video - Training	9,095	16,274
Exam Expenses	72,813	73,652
Travel & Accommodation - Training	93,442	145,216
Consultants & Honorarium	153,701	209,803
Workshop Expenses	-	224,321
	<u>490,444</u>	<u>686,142</u>
Accreditation Costs		
Travel & Accommodation - Accreditation	30,264	20,875
AMC Accreditation	-	86,953
	<u>30,264</u>	<u>107,828</u>
Annual Conference		
Conference Organiser	332,815	149,136
Trophies, Medals & Prizes	6,822	10,582
Incidental Conference Expenses	6,986	9,843
	<u>346,623</u>	<u>169,561</u>
Publications	3,049	9,934
Employment Expenses		
Holiday Pay Provision	54,351	(24,798)
Long Service Leave Provision	1,917	(38,048)
Other Employment Expenses	19,118	33,235
Payroll Tax	48,595	40,228
Professional Development	24,431	14,989
Recruitment Agency	26,490	8,289
Salaries & Wages	1,844,597	1,329,249
Staff Allocation to Projects	-	(81,246)
Superannuation Contributions	168,762	123,946
WorkCover	8,081	8,901
	<u>2,196,342</u>	<u>1,414,745</u>
Office Supplies		
Employees' Amenities	2,360	2,825
Photocopier Expenses	12,570	3,516
Postage	5,651	6,101
Printing & Stationery	12,495	25,828
	<u>33,076</u>	<u>38,270</u>

The accompanying notes form part of these financial statements.

**THE ROYAL AUSTRALASIAN COLLEGE  
OF MEDICAL ADMINISTRATORS  
A.B.N. 39 004 688 215**

**PROFIT AND LOSS STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2020**

	2020 \$	2019 \$
Professional Services		
Accountancy Fees	63,600	45,125
Advertising & Marketing	10,996	19,499
Auditor's Remuneration		
Audit of the Accounts	15,350	14,300
Bookkeeping	15,292	15,276
Consultancy Fees	30,478	115,694
Legal Costs	42,715	16,234
	<u>178,431</u>	<u>226,128</u>
Occupancy Expenses		
Agent's Fees	12,033	-
Body Corporate Fees	21,226	23,509
Cleaning & Rubbish Removal	9,151	6,864
Electricity & Gas	7,516	13,860
Rates & Land Tax	4,994	7,089
Repairs & Maintenance	2,981	4,304
Water	1,808	2,457
	<u>59,709</u>	<u>58,083</u>
Other Overhead Expenses		
Bad Debts Written Off	37,394	40,349
Bank Charges	2,815	2,005
Depreciation	98,434	64,814
General Expenses	354	816
Insurance	25,984	22,979
Merchant Fees	50,664	43,207
Subscriptions	18,978	4,740
Telephone/Video Conferencing	30,484	37,065
Travel & Accommodation	465	102
	<u>265,572</u>	<u>216,077</u>
IT Expenses		
Website	729	-
IT Support & Maintenance	40,327	55,172
Software & Licences	62,316	24,479
	<u>103,372</u>	<u>79,651</u>
<b>Total Expenses</b>	<u>3,800,905</u>	<u>3,187,788</u>
<b>PROFIT (LOSS) BEFORE INCOME TAX</b>	<u>96,988</u>	<u>871,456</u>

The accompanying notes form part of these financial statements.