

# **The Royal Australasian College of Medical Administrators**

ABN: 39 004 688 215

## **Financial Statements**

For the Year Ended 30 June 2024

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

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For the Year Ended 30 June 2024

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# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Directors' Report

30 June 2024

Your directors present their report on the College for the financial year ended 30 June 2024.

### General information

#### Information on directors

The names of each person who has been a director during the year and to the date of this report are:

Dr Helen Parsons CSC

Prof Erwin Loh

Prof Alan Sandford AM

Prof Pooshan Navathé

Dr Helen McArdle

Dr Angela Williams

Adj/Prof Gillian Biscoe AM

Prof Jane Bryson

Dr Debbie Holdsworth

Prof Anthony Lawler

Dr Cameron Korb-Wells

Dr Catherine Olweny

Commenced 12/12/2023

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

#### Operating results and review of operations for the year

The loss of the College for the year, after providing for income tax amounted to \$ (1,742,526) (2023: \$ (116,427)). This loss was largely the result of major investments in two College-wide projects 1) the Fellowship Training Renewal Project totalling \$535,067 and 2) Project Nexus (Technology Project) totalling \$2,003,042. The loss was partly offset by unrealised gains on the investment corpus due to the global economic conditions this year and better than expected revenue in membership and education programs.

#### Dividends paid or recommended

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

#### Significant Changes in State of Affairs

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.

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Directors' Report

30 June 2024

### Events after the reporting date

No matters or circumstances have arisen since the end of the financial year which 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 the 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 regulations under a law of the Commonwealth or of a state or territory of Australia.

### Meetings of directors

During the financial year, 8 meetings of directors (including committees of directors) were held. Attendances by each director during the year were as follows:

	Directors' Meetings	
	Number eligible to attend	Number attended
Dr Helen Parsons CSC	8	8
Prof Erwin Loh	8	8
Prof Alan Sandford AM	8	8
Prof Pooshan Navathé	8	8
Dr Helen McArdle	8	8
Dr Angela Williams	8	8
Adj/Prof Gillian Biscoe AM	8	7
Prof Jane Bryson	8	7
Dr Debbie Holdsworth	8	8
Prof Anthony Lawler	8	8
Dr Cameron Korb-Wells	8	8
Dr Catherine Olweny	5	5

### Indemnification and insurance of officers and auditors

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

# The Royal Australasian College of Medical Administrators

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## Directors' Report

30 June 2024

### Auditor's independence declaration

The lead auditor's independence declaration for the year ended 30 June 2024 has been received and can be found on page 30 of the financial report.

Signed in accordance with a resolution of the Board of Directors:



Director: .....

Dr Helen Parsons CSC



Director: .....

Prof Erwin Loh



Director: .

Prof Alan Sandford AM

Dated this fifth day of September 2024

# The Royal Australasian College of Medical Administrators

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## Statement of Profit or Loss and Other Comprehensive Income

For the Year Ended 30 June 2024

	Note	2024 \$	2023 \$
Income	4	12,237,838	10,644,632
Employee benefits expense		(4,998,260)	(4,127,862)
Depreciation and amortisation		(58,775)	(97,590)
Governance expenses		(122,895)	(56,536)
Faculty support		(46,739)	(60,836)
Training and education		(1,091,296)	(880,226)
Annual conference		(504,706)	(446,639)
Marketing and promotions		(88,558)	(179,536)
Office supplies		(42,762)	(61,132)
Professional services		(1,228,085)	(405,800)
Occupancy expenses		(45,773)	(44,069)
IT expense		(500,784)	(371,148)
STP project expense		(3,188,267)	(3,550,981)
Doubtful debts expense		(6,652)	(39,187)
Nexus project expenses		(1,381,238)	-
Other operating expenses		(675,574)	(439,517)
<b>Deficit for the year</b>		<b>(1,742,526)</b>	<b>(116,427)</b>
<b>Total comprehensive income for the year</b>		<b>(1,742,526)</b>	<b>(116,427)</b>

The accompanying notes form part of these financial statements.

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Statement of Financial Position

As at 30 June 2024

		2024	2023
	Note	\$	\$
<b>ASSETS</b>			
CURRENT ASSETS			
Cash and cash equivalents	7	9,792,631	10,691,831
Trade and other receivables	8	1,745,139	890,466
Other financial assets	9	4,734,276	4,780,786
TOTAL CURRENT ASSETS		<u>16,272,046</u>	<u>16,363,083</u>
NON-CURRENT ASSETS			
Property, plant and equipment	10	1,459,616	1,489,999
Intangible assets	11	7,714	22,913
TOTAL NON-CURRENT ASSETS		<u>1,467,330</u>	<u>1,512,912</u>
TOTAL ASSETS		<u>17,739,376</u>	<u>17,875,995</u>
<b>LIABILITIES</b>			
CURRENT LIABILITIES			
Trade and other payables	12	1,167,095	793,788
Employee benefits	13	308,223	281,604
Other financial liabilities	14	10,500,602	9,324,823
TOTAL CURRENT LIABILITIES		<u>11,975,920</u>	<u>10,400,215</u>
NON-CURRENT LIABILITIES			
Employee benefits	13	101,524	71,322
TOTAL NON-CURRENT LIABILITIES		<u>101,524</u>	<u>71,322</u>
TOTAL LIABILITIES		<u>12,077,444</u>	<u>10,471,537</u>
NET ASSETS		<u>5,661,932</u>	<u>7,404,458</u>
<b>EQUITY</b>			
Reserves		280,028	306,154
Retained earnings		5,381,904	7,098,304
TOTAL EQUITY		<u>5,661,932</u>	<u>7,404,458</u>

The accompanying notes form part of these financial statements.

# The Royal Australasian College of Medical Administrators

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## Statement of Changes in Equity

For the Year Ended 30 June 2024

### 2024

	Retained Surplus	State Funds	Bernard Nicholson Prize Fund	Sir Raphael Cilento Oration Fund	NSW Administration Course & Education Fund	Total
	\$	\$	\$	\$	\$	\$
Balance at 1 July 2023	7,098,304	247,117	32,988	-	26,049	7,404,458
(Deficit) for the year	(1,742,526)	-	-	-	-	(1,742,526)
Transfers	26,126	(26,126)	-	-	-	-
<b>Balance at 30 June 2024</b>	<b>5,381,904</b>	<b>220,991</b>	<b>32,988</b>	<b>-</b>	<b>26,049</b>	<b>5,661,932</b>

### 2023

	Retained Surplus	State Funds	Bernard Nicholson Prize Fund	Sir Raphael Cilento Oration Fund	NSW Administration Course & Education Fund	Total
	\$	\$	\$	\$	\$	\$
Balance at 1 July 2022	7,197,775	251,987	32,988	12,086	26,049	7,520,885
(Deficit) for the year	(116,427)	-	-	-	-	(116,427)
Transfers	16,956	(4,870)	-	(12,086)	-	-
<b>Balance at 30 June 2023</b>	<b>7,098,304</b>	<b>247,117</b>	<b>32,988</b>	<b>-</b>	<b>26,049</b>	<b>7,404,458</b>

The accompanying notes form part of these financial statements.



# The Royal Australasian College of Medical Administrators

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## Statement of Cash Flows

For the Year Ended 30 June 2024

	2024	2023
Note	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Receipts from members	6,329,743	5,068,893
Government grants, conferences, sponsorship and other receipts	6,545,731	6,114,108
Interest received	172,673	55,350
Payments to suppliers and employees	(14,214,011)	(10,603,402)
Net cash provided by/(used in) operating activities	16 (1,165,864)	634,949
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Redemption/ (Placement) of term deposits	(103,993)	(11,530)
Dividends received	95,954	67,240
Purchase of property, plant and equipment	(13,195)	(18,215)
Disposal/ (Purchase) of investments	287,898	(431,755)
Net cash provided by/(used in) investing activities	266,664	(394,260)
<b>CASH FLOWS FROM FINANCING ACTIVITIES:</b>		
Net cash provided by/(used in) financing activities	-	-
Net increase/(decrease) in cash and cash equivalents held	(899,200)	240,689
Cash and cash equivalents at beginning of year	10,691,831	10,451,142
Cash and cash equivalents at end of financial year	7 9,792,631	10,691,831

The accompanying notes form part of these financial statements.

# The Royal Australasian College of Medical Administrators

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## Notes to the Financial Statements

For the Year Ended 30 June 2024

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 statements were authorised for issue on the same date as the signing of the Directors' Declaration by the Board of Directors.

### Comparative Amounts

Comparatives are consistent with prior years, unless otherwise stated.

## 1 Basis of Preparation

These general purpose financial statements have been prepared in accordance with the *Australian Charities and Not-for-profits Commission Act 2012* and Australian Accounting Standards and Interpretations of the Australian Accounting Standards Board. The Entity is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

## 2 Summary of Material Accounting Policies

### (a) Income Tax

No provision for income tax has been raised as the College is exempt from income tax under Div. 50 of the *Income Tax Assessment Act 1997*.

The College is a charitable entity registered with the Australian Charities and Not-for-profits Commission.

### (b) Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the company's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the company's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

# The Royal Australasian College of Medical Administrators

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## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 2 Summary of Material Accounting Policies

#### (c) 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 the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

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

#### (d) Revenue and other income

The revenue recognition policies for the principal revenue streams of the College are:

##### **Operating Grants, Donations and Bequests**

When the College receives operating grant revenue, donations or bequests, it assesses whether the contract is enforceable and has sufficiently specific performance obligations in accordance to AASB 15.

When both these conditions are satisfied, the College:

- identifies each performance obligation relating to the grant
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations.

Where the contract is not enforceable or does not have sufficiently specific performance obligations, the College:

- recognises the asset received in accordance with the recognition requirements of other applicable accounting standards (e.g. AASB 9, AASB 16, AASB 116 and AASB 138)
- recognises related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer)
- recognises income immediately in profit or loss as the difference between the initial carrying amount of the asset and the related amount.

If a contract liability is recognised as a related amount above, the College recognises income in profit or loss when or as it satisfies its obligations under the contract.

# The Royal Australasian College of Medical Administrators

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## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 2 Summary of Material Accounting Policies

#### (d) Revenue and other income

##### 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

##### Dividend revenue

Dividends are recognised in profit or loss only when the right to receive payment is established.

##### Interest revenue

Interest revenue is recognised using the effective interest rate method.

##### Advancement fees

Advancement to Associate Fellowship and Advancement to Fellowship fees are recognised on a straight line basis over the average number of years of active membership. This has been determined as 6 and 25 years respectively.

##### Training enrolment fees

Training enrolment fees are recognised on a straight line basis over the average number of years of a Candidate. This has been determined as 4 years.

##### Other fees

Other fees are recognised on a basis that reflects the transfer of promised goods or services to customers at an amount that reflects the consideration the College expects to receive in exchange for those goods or services.

##### STP Income

STP Income is recognised when the expense to fulfill the performance obligations of the grant has been incurred.

##### Other income

Other revenue is recognised on a basis that reflects the transfer of promised goods or services to customers at an amount that reflects the consideration the College expects to receive in exchange for those goods or services.

All revenue is stated net of the amount of goods and service tax.

# The Royal Australasian College of Medical Administrators

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## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 2 Summary of Material Accounting Policies

#### (e) 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.

#### (f) Property, plant and equipment

Each class of property, plant and equipment is carried at cost less, where applicable, any accumulated depreciation and impairment.

##### Land and buildings

Freehold land and buildings are measured on the cost basis less depreciation and impairment losses. Costs include expenditure that is directly attributable to the asset.

##### Plant and equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses. Cost includes expenditure that is directly attributable to the asset.

##### Depreciation

Property, plant and equipment, excluding freehold land, is depreciated on a straight-line basis over the assets useful life to the College, commencing when the asset is ready for use. The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Buildings	2.5%
Plant and Equipment	10 - 50%
Gowns	10%

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

#### (g) Intangible assets

##### Website and Software

Website and Software as a Service (SaaS) that meet the definitions of AASB 138 Intangible assets are recorded at cost. These have a finite life and are carried at cost less accumulated amortisation and any impairment losses. Website and SaaS intangible assets have an estimated useful life of 5 years and are assessed annually for impairment. All other SaaS related costs are expensed when incurred.

# The Royal Australasian College of Medical Administrators

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## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 2 Summary of Material Accounting Policies

#### (h) Financial instruments

Financial instruments are recognised initially on the date that the College becomes party to the contractual provisions of the instrument. For financial assets, this is equivalent to the date that the College commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

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).

#### **Financial assets**

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

#### **Classification**

On initial recognition, the College classifies its financial assets into the following categories, those measured at:

- amortised cost
- fair value through profit or loss - FVTPL

Financial assets are not reclassified subsequent to their initial recognition unless the College changes its business model for managing financial assets.

#### **Amortised cost**

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows; and
- the contractual terms give rise on specified dates to cash flows are solely payments of principal and interest on the principal amount outstanding.

The College's financial assets measured at amortised cost comprise trade and other receivables and cash and cash equivalents in the statement of financial position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, foreign exchange gains or losses and impairment are recognised in profit or loss. Gain or loss on derecognition 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 2024

### 2 Summary of Material Accounting Policies

#### (h) Financial instruments

##### Financial assets

##### Financial assets through profit or loss

All financial assets not classified as measured at amortised cost as described above are measured at FVTPL.

Net gains or losses, including any interest or dividend income are recognised in profit or loss.

The College's financial assets measured at FVTPL comprise of managed funds and equity investments in the statement of financial position.

##### Impairment of financial assets

Impairment of financial assets is recognised on an expected credit loss (ECL) basis for the following assets:

- financial assets measured at amortised cost

When determining whether the credit risk of a financial assets has increased significant since initial recognition and when estimating ECL, the College considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on the College's historical experience and informed credit assessment and including forward looking information.

The College uses the presumption that an asset which is more than 60 days past due has seen a significant increase in credit risk.

The College uses the presumption that a financial asset is in default when the other party is unlikely to pay its credit obligations to the College in full.

##### Trade receivables

Impairment of trade receivables have been determined using the simplified approach in AASB 9 which uses an estimation of lifetime expected credit losses. The College has determined the probability of non-payment of the receivable and multiplied this by the amount of the expected loss arising from default.

The amount of the impairment is recorded in a separate allowance account with the loss being recognised in finance expense. Once the receivable is determined to be uncollectable then the gross carrying amount is written off against the associated allowance.

# The Royal Australasian College of Medical Administrators

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## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 2 Summary of Material Accounting Policies

#### (h) Financial instruments

##### Financial liabilities

The College measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The effective interest method is a method of calculating the amortised cost of a debt instrument and of allocating interest expense in profit or loss over the relevant period

The effective interest rate is the internal rate of return of the financial asset or liability. That is, it is the rate that exactly discounts the estimated future cash flows through the expected life of the instrument to the net carrying amount at initial recognition.

The financial liabilities of the College comprise of trade payables.

#### (i) Fair value measurement

When an asset or liability, financial or non-financial, is measured at fair value for recognition or disclosure purposes, the fair value is based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date; and assumes that the transaction will take place either: in the principal market; or in the absence of a principal market, in the most advantageous market.

Fair value is measured using the assumptions that market participants would use when pricing the asset or liability, assuming they act in their economic best interests. For non-financial assets, the fair value measurement is based on its highest and best use. Valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, are used, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

#### (j) Impairment of non-financial assets

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

Where an indicator exists, the recoverable amount is estimated for both indefinite life intangible assets and intangible assets not yet available for use.

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

Reversal indicators are considered in subsequent periods for all assets which have suffered an impairment loss.



# The Royal Australasian College of Medical Administrators

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## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 2 Summary of Material Accounting Policies

#### (k) 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.

#### (l) 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 during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

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

#### (m) Employee benefits

##### Short-term employee provisions

Provision is made for the College's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries, and annual leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

##### Long-term employee provisions

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures, and are discounted at rates determined by reference to market yields at the end of the reporting period on high quality corporate bonds that have maturity dates that approximate the terms of the obligations. Upon the remeasurement of obligations for other long-term employee benefits, the net change in the obligation is recognised in profit or loss as part of employee provisions expense

The College's obligations for long-term employee benefits are presented as non-current employee provisions in its statement of financial position, except where the College does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current employee provisions.

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 3 Critical Accounting Estimates and Judgments

The directors make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on historical knowledge and the best information currently available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

#### **Key estimates - Fair value of financial instruments**

The College has certain financial assets and liabilities which are measured at fair value. Where fair value has not able to be determined based on quoted price, a valuation model has been used. The inputs to these models are observable, where possible, however these techniques involve significant estimates and therefore fair value of the instruments could be affected by changes in these assumptions and inputs.

#### **Key estimates - Receivables**

The receivables at reporting date have been reviewed to determine whether there is any objective evidence that any of the receivables are impaired. An impairment provision is included for any receivable where the entire balance is not considered collectible. The impairment provision is based on the best information at the reporting date.

#### **Key estimates - Depreciation**

The useful lives of property, plant and equipment and intangible assets have been estimated based on Directors' assessment, the nature of the asset and prior history.

#### **Key judgements - Performance obligations under AASB15**

To identify a performance obligation under AASB 15, the promise must be sufficiently specific to be able to determine when the obligation is satisfied. The directors exercise judgement to determine whether the promise is sufficiently specific by taking into account any conditions specified in the arrangement, explicit or implicit, regarding the promised goods or services. In making this assessment, the directors include the nature/ type, cost/ value, quantity and the period of transfer related to the goods or services promised.

# The Royal Australasian College of Medical Administrators

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## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 4 Revenue and Other Income

	2024	2023
	\$	\$
<b>Revenue from contracts with customers</b>		
- Membership subscriptions	2,012,598	1,777,086
- Training and advancement fees	4,447,266	3,410,889
- Annual conference	596,061	565,693
- Other programs income	365,646	223,411
- Advertising and sponsorship	60,091	58,942
- Commonwealth government - Department of Health - STP Project income	4,220,337	4,348,368
	<u>11,701,999</u>	<u>10,384,389</u>
<b>Investment income</b>		
- Interest - investment	172,250	55,350
- Dividend income	95,955	67,240
- Net fair value gain/ (loss) on financial assets through profit or loss (a)	137,394	124,807
	<u>405,599</u>	<u>247,397</u>
<b>Other Income</b>		
- Miscellaneous income	128,240	12,846
	<u>128,240</u>	<u>12,846</u>
<b>Total Revenue and Income</b>	<u><u>12,235,838</u></u>	<u><u>10,644,632</u></u>

(a) This balance represents the investment portfolio fair value movement and is not part of the College's normal operations. An unrealised gain has been achieved in the current year due to favourable market conditions.

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 5 Results for the year

#### (a) Expenses

The result for the year includes the following specific expenses:

	2024	2023
	\$	\$
Defined contribution superannuation	414,058	341,578

### 6 Auditors' Remuneration

#### Remuneration of the auditor, Saward Dawson:

- Auditing the financial statements	17,950	14,500
- Other services - Preparation of financial statements	1,550	1,450
- Grant acquittal	2,800	2,600
<b>Total</b>	<b>22,300</b>	<b>18,550</b>

### 7 Cash and Cash Equivalents

Cash at bank	9,792,631	10,691,831
	<b>9,792,631</b>	<b>10,691,831</b>

### 8 Trade and Other Receivables

#### CURRENT

Trade receivables	1,673,961	655,151
Provision for impairment	(102,960)	(96,318)
	<b>1,571,001</b>	<b>558,833</b>
Other debtors	174,138	331,633
	<b>1,745,139</b>	<b>890,466</b>

The College does not have any material credit risk exposure to any single receivable or group of receivables. The main source of credit risk to the College is considered to relate to the class of assets described as "trade and other receivables".

The following table details the College's trade and other receivables exposure to credit risk (prior to collateral and other credit enhancements) with ageing analysis and impairment provided for thereon. Amounts are considered as 'past due' when the debt has not been settled, within the terms and conditions agreed between the College and the customer or counter party to the transaction. Receivables that are past due are assessed for impairment by ascertaining solvency of the debtors and are provided for where there is objective evidence indicating that the debt may not be fully repaid to the College. The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short-term nature of the balances.

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 8 Trade and Other Receivables

The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

30 June 2024	< 30 days overdue	< 90 days overdue	> 90 days overdue	Total
Trade and term receivables	1,298,050	36,873	339,038	1,673,961

30 June 2023	< 30 days overdue	< 90 days overdue	> 90 days overdue	Total
Trade and term receivables	468,943	86,519	99,689	655,151

Movement in provision for doubtful debts is as follows:

	2024	2023
	\$	\$
Balance at beginning of the year	96,318	57,131
Net measurement of loss	6,642	39,187
<b>Balance at end of the year</b>	<b>102,960</b>	<b>96,318</b>

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

The College writes off a trade receivable when there is information indicating that the debtor is in default and there is no realistic prospect of recovery.

### 9 Other Financial Assets

Financial assets at fair value through profit or loss

#### CURRENT

Shares		37,859	37,436
Managed funds		2,576,141	2,727,067
Term Deposits	(a)	2,120,276	2,016,283
		<b>4,734,276</b>	<b>4,780,786</b>

#### (a) Term deposits

Term deposits are held for term of between 6 and 12 months and at various interest rates.

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 10 Property, plant and equipment

	2024	2023
	\$	\$
LAND AND BUILDINGS		
Freehold land		
At cost	460,000	460,000
Total land	<u>460,000</u>	<u>460,000</u>
<b>Buildings</b>		
At cost	1,088,903	1,088,903
Accumulated depreciation	<u>(136,115)</u>	<u>(108,892)</u>
<b>Total buildings</b>	<u>952,788</u>	<u>980,011</u>
Total land and buildings	<u>1,412,788</u>	<u>1,440,011</u>
<b>Plant and Equipment</b>		
Office equipment		
At cost	237,631	237,631
Accumulated depreciation	<u>(202,898)</u>	<u>(191,351)</u>
Total office equipment	<u>34,733</u>	<u>46,280</u>
<b>Gowns</b>		
At cost	19,594	12,415
Accumulated depreciation	<u>(7,499)</u>	<u>(8,707)</u>
Total gowns	<u>12,095</u>	<u>3,708</u>
<b>Total property, plant and equipment</b>	<u>1,459,616</u>	<u>1,489,999</u>

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 10 Property, plant and equipment

#### Movements in carrying amounts of property, plant and equipment

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

	Land	Buildings	Plant and Equipment	Gowns	Total
	\$	\$	\$	\$	\$
<b>Year ended 30 June 2024</b>					
Balance at the beginning of year	460,000	980,011	46,280	3,708	1,489,999
Additions	-	-	-	13,195	13,195
Depreciation expense	-	(27,223)	(11,547)	(4,808)	(43,578)
<b>Balance at the end of the year</b>	<b>460,000</b>	<b>952,788</b>	<b>34,733</b>	<b>12,095</b>	<b>1,459,616</b>

<b>Year ended 30 June 2023</b>					
Balance at the beginning of year	460,000	1,007,234	58,824	4,468	1,530,526
Additions	-	-	18,215	-	18,215
Depreciation expense	-	(27,223)	(30,759)	(760)	(58,742)
<b>Balance at the end of the year</b>	<b>460,000</b>	<b>980,011</b>	<b>46,280</b>	<b>3,708</b>	<b>1,489,999</b>

### 11 Intangible Assets

	2024	2023
	\$	\$
<b>Website and Software</b>		
Cost	252,590	252,590
Accumulated amortisation and impairment	(244,876)	(229,677)
Total Website and Software	7,714	22,913
<b>Total Intangible assets</b>	<b>7,714</b>	<b>22,913</b>

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 11 Intangible Assets

#### Movements in carrying amounts of intangible assets

	Website and Software \$
<b>Year ended 30 June 2024</b>	
Balance at the beginning of the year	22,913
Amortisation	(15,199)
<b>Closing value at the end of the year</b>	<u><u>7,714</u></u>
<b>Year ended 30 June 2023</b>	
Balance at the beginning of the year	61,761
Amortisation	(38,848)
<b>Closing value at the end of the year</b>	<u><u>22,913</u></u>

### 12 Trade and Other Payables

	2024 \$	2023 \$
<b>CURRENT</b>		
Trade payables	789,556	370,079
GST payable	137,540	112,607
Accrued expenses	70,303	160,067
Other payables	169,696	151,035
<b>Total trade and other payables</b>	<u><u>1,167,095</u></u>	<u><u>793,788</u></u>

Trade and other payables are unsecured, non-interest bearing and are normally settled within 30 days. The carrying value of trade and other payables is considered a reasonable approximation of fair value due to the short-term nature of the balances.



# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 13 Employee Benefits

	2024	2023
	\$	\$
<b>CURRENT</b>		
Annual leave	270,659	246,825
Long service leave	37,564	34,779
	<u>308,223</u>	<u>281,604</u>
<b>NON-CURRENT</b>		
Long service leave	101,524	71,322
	<u>101,524</u>	<u>71,322</u>

Employee provisions represent amounts accrued for annual leave and long service leave.

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.

The non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

### 14 Other Financial Liabilities

<b>CURRENT</b>		
Unearned Subscription Income	1,630,072	1,153,615
Unearned Workshop Income	1,940,670	1,793,731
Unearned STP grant income	4,941,189	5,653,826
Unearned government grant income	1,114,188	-
Unearned Fees	874,483	723,651
	<u>10,500,602</u>	<u>9,324,823</u>

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 15 Financial Risk Management

The College's financial instruments consist mainly of deposits with banks, local money market instruments, short-term and long-term investments and accounts receivable and payables.

The totals for each category of financial instruments, measured in accordance with AASB 9: Financial Instruments as detailed in the accounting policies to these financial statements, are as follows:

	2024	2023
	\$	\$
<b>Financial assets</b>		
Cash at bank	9,792,631	10,691,831
Trade and other receivables	1,745,139	890,466
Other financial assets	4,734,276	4,780,786
<b>Total financial assets</b>	<u>16,272,046</u>	<u>16,363,083</u>
<b>Financial liabilities</b>		
Trade and other payables	1,167,095	793,788
<b>Total financial liabilities</b>	<u>1,167,095</u>	<u>793,788</u>

#### Objectives, policies and processes

The Board of Directors have overall responsibility for the establishment of the College's financial risk management framework. This includes the development of policies covering specific areas such as foreign exchange risk, interest rate risk, liquidity risk, credit risk and price risk.

Risk management policies and systems are reviewed regularly to reflect changes in market conditions and the College's activities.

The day-to-day risk management is carried out by the College's Finance and Audit Committee under policies and objectives which have been approved by the Board of Directors. The Chief Executive Officer has been delegated the authority for designing and implementing processes which follow the objectives and policies. This includes monitoring the levels of exposure to interest rate and foreign exchange rate risk and assessment of market forecasts for interest rate and foreign exchange movements.

The Board of Directors receives monthly reports which provide details of the effectiveness of the processes and policies in place.

Mitigation strategies for specific risks faced are described below:

#### Liquidity risk

Liquidity risk arises from the College's management of working capital and the finance charges and principal repayments on its debt instruments. It is the risk that the College will encounter difficulty in meeting its financial obligations as they fall due. The College manages this risk by monitoring forecast cash flows.

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 15 Financial Risk Management

#### Liquidity risk

At the reporting date, these reports indicate that the College expected to have sufficient liquid resources to meet its obligations under all reasonably expected circumstances.

#### Credit risk

Exposure to credit risk relating to financial assets arises from the potential non-performance by counterparties of contract obligations that could lead to a financial loss to the College.

Credit risk is further mitigated as a significant amount of revenue is received from Government grants in accordance with funding agreements which ensure regular funding for the period of the grant.

The maximum exposure to credit risk by class of recognised financial assets at the end of the reporting period is equivalent to the carrying amount and classification of those financial assets (net of any provisions) as presented in the statement of financial position.

Accounts receivable and other debtors that are neither past due nor impaired are considered to be of high credit quality. Aggregates of such amounts are detailed in Note 8.

The College has no significant concentrations of credit risk exposure to any single counterparty or entity of counterparties.

#### Market risk

##### Foreign Currency Risk

The College is not exposed to any significant foreign currency risk.

##### Price Risk

The College is not exposed to any significant price risk.

##### Interest Risk

Exposure to interest rate risk arises on financial assets and financial liabilities recognised at the end of the reporting period whereby a future change in interest rates will affect future cash flows or fair value of fixed rate financial instruments.

The financial instruments that expose the College to interest rate risk are limited to listed are limited to listed shares, fixed interest securities, and cash on hand.

The College also manages interest rate risk by ensuring that, whenever possible, payables are paid within any pre-agreed credit terms.

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 16 Cash Flow Information

	2024	2023
	\$	\$
(Deficit) for the year	(1,742,526)	(116,427)
Cash flows attributable to investing activities		
- Dividends received	(95,954)	(67,240)
Non-cash flows in deficit:		
- amortisation of intangible assets	15,199	38,848
- depreciation of non-current assets	43,578	58,742
- provision for doubtful debts	6,642	39,187
- fair value movements on investments	(137,395)	(124,807)
Changes in assets and liabilities:		
- (increase)/decrease in trade and other receivables	(861,315)	(855,975)
- increase/(decrease) in trade and other payables	373,307	212,574
- increase/(decrease) in employee benefits	56,821	112,303
- increase/(decrease) in trade and other payables & other liabilities	1,175,779	1,337,744
Cash flows from operations	<u>(1,165,864)</u>	<u>634,949</u>

### 17 Reserves

#### Jurisdictional Funds

NSW funds	81,510	88,029
Queensland funds	41,380	45,873
Victoria funds	44,910	63,908
Western Australia funds	20,766	21,208
Northern Territory funds	1,009	1,009
Aotearoa New Zealand funds	27,672	24,046
South Australia funds	3,744	3,044
	<u>220,991</u>	<u>247,117</u>

The Jurisdictional Funds reserves are the residual balances of funds held to be used for the purposes of the respective states.

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 18 Key Management Personnel Remuneration

The totals of remuneration paid to the key management personnel of The Royal Australasian College of Medical Administrators during the year are as follows:

	2024	2023
	\$	\$
Short-term employee benefits	773,150	737,438
Long-term benefits	(21,828)	25,115
<b>Total</b>	<b>751,322</b>	<b>762,553</b>

Long-term benefits represent the movements in accrued annual and long service leave.

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other persons unless otherwise stated.

### 19 Contingencies

In the opinion of the Directors, the College did not have any contingencies at 30 June 2024 (30 June 2023: None).

### 20 Related Parties

**The College's main related parties are as follows:**

Key management personnel - refer to Note 18.

Other related parties include close family members of key management personnel and entities that are controlled or significantly influenced by those key management personnel or their close family members.

#### Transactions with related parties

Directors pay membership fees and conference fees in accordance with the normal terms and conditions for membership fees and conference fees.

Directors are reimbursed for reasonable travel costs incurred in attending board meetings.

The following other transactions occurred with related parties:

	2023	2022
	\$	\$
<b>Expenditure to director/director related entities</b>		
Prof Alan Sandford for Leadership for Clinicians Presentations	22,275	9,500
Dr Debbie Holdsworth for Leadership for Clinicians Presentations	5,000	4,500

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

## Notes to the Financial Statements

For the Year Ended 30 June 2024

### 21 Events Occurring After the Reporting Date

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

### 22 Members' Guarantee

The College is incorporated under the Corporations Act 2001 and is an entity limited by guarantee. If the College 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.

### 23 Statutory Information

The registered office and principal place of business of the College is:

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

# The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215


## Directors' Declaration

In accordance with a resolution of the Directors of The Royal Australasian College of Medical Administrators, the directors of the College declare that, in the directors' opinion:

1. the financial statements and notes for the year ended 30 June 2024 satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and:
  - a. comply with Accounting Standard applicable to the College; and
  - b. give a true and fair view of the financial position and performance of the College as at 30 June 2024 and of its performance at the year ended on that date.
2. 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 subs 60.15(2) of the Australian Charities and Not-for-profits Commission Regulations 2022.

Director ..... 

Director ..... 

Dated: 5 September 2024

## The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

### Auditor's Independence Declaration to the Directors of The Royal Australasian College of Medical Administrators

In accordance with Subdivision 60-C of the *Australian Charities and Not-for-profits Commission Act 2012*, I am pleased to provide the following declaration of independence to the directors of The Royal Australasian College of Medical Administrators. As the audit partner for the audit of the financial report of The Royal Australasian College of Medical Administrators for the year ended 30 June 2024, I declare that, to the best of my knowledge and belief, there have been no contraventions of:

- (i) the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- (ii) any applicable code of professional conduct in relation to the audit.



**Saward Dawson**



Matthew Crouch

Partner

Dated: 6 September 2024

Blackburn VIC



## The Royal Australasian College of Medical Administrators

### Independent Audit Report to the members of The Royal Australasian College of Medical Administrators

ABN: 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 College), which comprises the statement of financial position as at 30 June 2024, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of material accounting policies, and the directors' declaration.

In our opinion, the accompanying financial report of the College is in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- (i) giving a true and fair view of the College's financial position as at 30 June 2024 and of its financial performance for the year ended; and
- (ii) complying with Australian Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Regulations 2022*.

#### Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the College in accordance with the auditor independence requirements of the *ACNC Act 2012* and the ethical requirements of the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants (including Independence Standards)* (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 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 College are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the *ACNC Act 2012* 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 College'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 College or to cease operations, or have no realistic alternative but to do so.

## The Royal Australasian College of Medical Administrators

### Independent Audit Report to the members of The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

#### Auditor's Responsibilities 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 auditor's 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 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 the 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 College's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the College.
- Conclude on the appropriateness of the College's 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 College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 auditor's report. However, future events or conditions may cause the College 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.

## The Royal Australasian College of Medical Administrators

### Independent Audit Report to the members of The Royal Australasian College of Medical Administrators

ABN: 39 004 688 215

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



**Saward Dawson**



Matthew Crouch

Partner

Dated: 6 September 2024

Blackburn VIC