THE ROYAL AUSTRALASIAN COLLEGE OF MEDICAL ADMINISTRATORS

MISSION STATEMENT
The Royal Australasian College of Medical Administrators exists to improve the practice of management by medical graduates by providing training, education, research, development and support. Fellows, Members and Candidates of the College will lead the field of health management through their performance and achievements, and will be leaders in health-policy development. The Royal Australasian College of Medical Administrators will be the premier management body for medical graduates in the Asia-Pacific region.

OBJECTIVES
The Royal Australasian College of Medical Administrators was founded in recognition of the emergence of medical administration as a specialty in its own right. The objectives of the College are as follows:

• to promote and advance the study of the principles and practice of health-services administration by medical practitioners;
• to establish and maintain the highest standards of learning, skill and conduct by medical practitioners engaged in health-services administration;
• to establish, conduct and promote educational programmes in health-services administration;
• to promote mutual understanding between persons engaged in the field of health-services administration and to promote good relations between such persons engaged in the practice of medicine and between such persons and the community; and
• to recognise, by Honorary Fellowship or by special award, persons of distinction in the fields of medicine and health-services administration.

ROLE
The role of the College is to:

• set educational standards;
• accredit educational programmes;
• organise a continuing education programme for Fellows and Members;
• conduct examinations;
• nurture, guide and encourage Candidates, Members and Fellows; and
• assist clinicians and public health personnel who are increasingly being required to manage their clinical departments and public health programmes and provide a clinical service.
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COLLEGE COUNCIL AND ADMINISTRATION

OFFICE BEARERS

President ................................................. Dr Sherene Devanesen
Immediate Past President .......................... Dr John Sparrow
Vice President .......................................... Dr Philip Montgomery
Honorary Secretary .................................. Dr Roger Boyd
Honorary Treasurer ................................ Dr Peter Bradford
Censor-in-Chief ......................................... Dr Gavin Frost
National Director Continuing Education/Recertification ....  Dr Kim Hill

MEMBERS

Australian Capital Territory ....................... Dr Wayne Ramsey
New South Wales ........................................ Dr Roger Boyd
Dr Robert Porter
Dr Denis Smith
New Zealand ............................................. Dr Lester Levy
Dr Wilson Young
Northern Territory .................................... Dr Vinothini Sathianathan
Queensland ............................................. Dr Michael Catchpole
Dr John Menzies
South Australia ........................................ Dr David Reynolds
Dr Bruce Swanson
Tasmania .................................................. Dr John Sparrow
Dr Peter Bradford
Victoria ................................................... Dr. Lee Gruner
Dr Sherene Devanesen
Western Australia ..................................... Dr Philip Montgomery
Dr Mark Platell

ADMINISTRATION

Registrar .................................................. Mr Bob Bishop
Administrative Officer .............................. Mr Gary White
Research Officer ...................................... Dr Heather Wellington
Education Co-ordinator .............................. Dr Denis Smith
Honorary Administrative Consultant .......... Dr Clifford Flower
Secretary ................................................ Ms Gail Willoughby
Bankers .................................................. NAB & ANZ
Accountants .......................................... Morton Watson & Young
As we reflect on the activities of the past year, I would like to take the opportunity to express my sincere thanks to all Members of Council for their contributions and in particular to members of the Executive of Council; Dr. Philip Montogomery (Vice President), Dr. Jack Sparrow (Immediate Past President), Dr. Gavin Frost (Censor-in-Chief), Dr. Peter Bradford (Honorary Treasurer), Dr. Roger Boyd (Honorary Secretary) and Dr. Kim Hill (National Director, Continuing Education/Recertification).

I would like to acknowledge Dr. Heather Wellington, our Research Officer, who has greatly assisted the College in the preparation of submissions; Dr. Denis Smith for his contribution as Education Coordinator; Dr. Alan Davis for undertaking the role of Protocol Officer and Returning Officer for Council elections; and Dr. Cliff Flower whose experience is often called upon by the College.

Gratitude is also expressed to all College Censors, Mentors, Supervisors, State/Territory/NZ Committees, The Quarterly Editors and those Fellows, Members and Candidates that have given of their time and expertise this year.

A significant role of the College is to promote and advance the study and practice of Health Service Administration by medical practitioners. Activities and achievements in this area will be reported upon by other Office Bearers of the Council.

Of importance to the College has been the review of the RACMA Strategic Plan which has now been progressed for the period 2004 – 2007. In reviewing the Strategic Plan, Council was aware of the need for the College to meet the required standards set by the AMC Accreditation process, evaluation of which will take place in 2008. In the lead up to accreditation, the College will continue to work towards ensuring its standards and processes meet the AMC criteria so that Medical Administration continues to be recognised as a distinct medical specialty. Two significant new goals are included in the Plan and these include:

- The inclusion of all new Fellows in the Mentoring Program;
- That Fellowship of the College is contingent upon participation in the College CEP Program with a view to all active Fellows participating in CEP by the Year 2007.

The plan will be presented at the Annual General Meeting in September 2004.

The College has developed a strong relationship with the Hong Kong College of Community Medicine and this is reflected in mutually rewarding activities between the Colleges including Workshops conducted in Hong Kong by our Censor-in-Chief Dr. Gavin Frost and Education Coordinator, Dr. Denis Smith and participation by Fellows of the Hong Kong College as RACMA Censors. We are pleased that Dr. EK Yeh, Secretary for Health, Welfare and Food, Hong Kong and Dr. William Ho, Chief Executive of the Hong Kong Hospital Authority will both be Keynote speakers at the RACMA/New Zealand Institute of Health Management Conference to be held in Rotorua, New Zealand in September, 2004.

On behalf of RACMA, I was pleased to have participated in a review conducted by the Hong Kong Government into the management of the SARS epidemic. The Expert Committee was co-chaired by Sir Cyril Chantler and Professor Sian Griffiths and the review team comprised a panel of nine from Australia, the United Kingdom, the United States of America, China and Hong Kong. The final report of the Expert Committee was released in October, 2003.

Our annual conference was held in Sydney in August 2003 on the theme "Contempo 2003 Updates for Medical Managers". The Organising Committee, Chaired by Dr. Roger Boyd is to be congratulated for having organised a most successful Conference with an excellent panel of speakers. Her Excellency Professor Marie Bashir, AC, Governor of New South Wales delivered the Langford Oration reflecting on the life and influence of Sir Robert Garran, long acknowledged as the architect of the Commonwealth Public Service and who also contributed very significantly to the drafting of the Australian Constitution.

Links with the other medical colleges continue to be maintained through our active participation with the Committee of Presidents of Medical Colleges. CPMC has a significant and influential role in commenting on health issues and CPMC comment is sought and seen to reflect the considered opinion of the medical profession.

During the past year RACMA was invited to comment on various policies and programs including:

- Flexibility in Medical Work and Training Practices – Australian Medical Association.
• Draft Standard for Retention of Radiation Oncology and Related Records – The Royal Australian and New Zealand College of Radiologists.

• Medical Specialist Training Taskforce – Department of Health and Ageing.

• Streamlining the assessment of overseas trained specialists for area of need positions – establishing a list of overseas qualifications – Department of Health and Ageing.

• Draft Rosters Template – Australian Competition and Consumer Commission.

As previously reported in the RACMA Journal, The Quarterly, RACMA has been successful in gaining funding to participate in the Support Scheme for Rural Specialists (SSRS) Project sponsored by the Committee of Presidents of Medical Colleges. The RACMA submission titled Management Skills to Simplify Work has been agreed to by the SSRS Project Committee and approved by the Department of Health and Ageing. The other RACMA submission titled Development of an online resource for rural medical administrators has also been approved.

RACMA has also entered into an SSRS project in collaboration with RANZCOG and ANZCA – Developing your personal communication style – and this project has also been approved.

It gives us pleasure to report that two former Presidents of RACMA, Dr. Michael Jelly and Dr. Jack Sparrow, will receive the College Medallion at the 2004 Conference and we thank them both for their outstanding service to the College over many years.

We trust that the College membership has used the resources available via the website and that, in so doing, has noticed the improvements that have been made.

We look forward to the 2004 RACMA Conference to be held in Rotorua, New Zealand in conjunction with the New Zealand Institute of Health Management.

Performing the duties of President would not be possible without the unstinting and competent support of our Secretariat. I am indebted to Bob Bishop, our Registrar, Gary White, our Administrative Officer and Gail Willoughby, our Secretary. As this term as President comes to a close, I wish the incoming President every success.

We live and work in challenging times but we should be assured that the breadth and depth of talent amongst our medical administrators will enable us to lead the response to these challenges.

Dr Sherene Devanesen
President
HONORARY SECRETARY’S REPORT

Over the past year Council and the Secretariat have remained active in their efforts to serve our members, promote the College and achieve the goals set in the Strategic Plan.

Building on governance initiatives in the previous year, a consolidated manual of College policies has been produced to guide the workings of Council and the College.

Based on our College’s membership of the Committee of Presidents of Medical Colleges and the combined buying power of the Colleges, a member benefit through access to corporate travel discounts has been introduced for all Fellows, Members and Candidates.

Looking forward, Council has developed a Strategic Plan 2004-2007 to guide the direction of the College over the next three years.

In an effort to keep Fellows, Members and Candidates better informed, e-mail distribution and website publication of a summary of key outcomes from each Council or Executive meeting has been continued.

During the year there has been further enhancement of the College’s website, with the addition of more documents, presentations, links and other useful information, and evidence of increasing use of the website as a valued source of information about the College and a means of communication about events and developments.

Another of the College’s key media for communicating with members is The Quarterly, the official journal of RACMA. During the past year Dr Peter Leslie resigned as Editor and Council appointed Dr Andrew Robertson as Editor and Dr Wayne McDonald as Deputy Editor. Council thanked Dr Peter Leslie for the significant development of the publication during his tenure as Editor since 1995. The willingness of the new honorary editorial team is greatly appreciated and they have already produced two excellent editions of our journal.

The College has continued to contribute to deliberations on a range of health policy issues, both at national and state/territory levels, through representation on a range of boards, committees and working parties as well as through representatives’ attendance at meetings and written submissions. To all those involved in supporting the College in this way, thank you. In particular, I acknowledge the contribution made by Dr. Heather Wellington, who continues to serve as the College’s part-time Research Officer and assists with preparation of submissions to other organisations.

The achievements of the past year noted above and others reported on elsewhere are in no small way the result of the dedicated efforts of our Secretariat staff. I acknowledge the contribution of Bob Bishop, Registrar, Gary White, Administrative Officer and Gail Willoughby, Secretary, in their untiring efforts to assist not only the workings of Council but all Fellows, Members and Candidates. In addition, I thank Dr Denis Smith for his significant contributions as part-time Education Coordinator, Dr. Alan Davis for his continued support as Honorary Returning Officer and Dr. Cliff Flower for his assistance to the Secretariat in his role as Honorary Administrative Consultant.

DR ROGER BOYD
HONORARY SECRETARY
The education mission of the College continues to achieve a high profile as AMC accreditation of the College training program comes ever closer.

One of the markers of this continuing focus of our activities is the clear signal given by Council’s decision to modify the URL of the College website to www.racma.edu.au.

This change is not mere symbolism, but indicative of the several important initiatives underway in graduate and continuing education for and by medical administrators.

The 2 day and 4 day workshops continue to rate highly for content and presentation with the most important customers, our Candidates. We had the pleasure of the company of 19 Candidates at the introductory workshop and 10 Candidates at the 4 day workshop for Candidates contemplating the examination this year.

Many thanks to Gary White, College Secretariat for his valued assistance with the conduct of the workshops. Support with both content and presentation has been in the capable hands of our willing presenters, to whom yet again we offer a sincere thank-you.

College Fellows who serve as Preceptors are by now aware that it is a College requirement that they attend a Preceptor workshop every 3 years.

These important workshops allow us to share Preceptor and Candidate input into the learning experience, and ensure we remain up-to-date with content and process of the learning. I encourage Fellows to register their interest in Preceptor positions, and to ensure their currency in the role through the workshop.

Dr Bill Appleton has helped us undertake a gap analysis leading up to the AMC certification in 2008; I hope the process from here to accreditation will be marked by many equally enthusiastic working parties.

Dr Denis Smith and I were delighted to assist our colleagues in Hong Kong with their 2-day workshop for the Hong Kong College of Community Medicine (Administrative Medicine stream).

You may have seen the photo in The Quarterly, but even it can’t convey the enthusiasm of their Candidates and teachers for this growing collaborative effort between Hong Kong and us.

I would like to note with sincere gratitude the efforts of Dr Denis Smith as Education Coordinator; his valued input has enabled us to conduct the year’s activities with greater ease.

Gary White has contributed to the smooth running of workshops in an imitable style; all appreciate his assistance.

In closing I wish all Candidates success in the forthcoming exams.

Dr Gavin Frost
Censor-in-Chief

Dr Gavin Frost
The past year has resulted in a number of advances in the College’s Continuing Education Programme, and has built on the work of recent years.

Within the College, there remains ongoing support for retaining the principle of self-directed learning, tailored to the individual’s needs. On that basis, the policies and procedures of the Continuing Education Programme have been reviewed, with a focus of attention in several key areas. There has been work around procedural matters such as the coordination of the three-year cycle and interim annual certification arrangements for State Medical Boards; and around definition between the roles of those involved in management of the programme, such as State Continuing Education Programme Coordinators and the National Secretariat. There has also been work on various policy matters, such as clarifying the requirements for Fellows who participate in another College’s continuing education programme, in relation to their medical administration activities (within the other College’s continuing education).

The result of this activity should become quite visible to Fellows and Members of the College over the next few months in a number of ways. Firstly, the large task of upgrading of the Handbook is well underway, and all is on track for this to be launched at the National Conference in September 2004. Secondly, the recent development of the College website has enabled the use of electronic means for lodging annual returns and other relevant aspects of the Continuing Education Programme. Thirdly, information about participation in continuing education is improving at State and Federal levels, and there are now reports on the level of participation in the different States and information on changes over time, to assist State Committees and Coordinators in their local activities.

Last year, I reported that the Committee of Presidents of Medical Colleges had engaged the Royal Australian and New Zealand College of Obstetricians and Gynaecologists to undertake a project on their behalf to develop a framework for continuing professional development applicable to a wide range of specialities. Representatives of our College have attended a number of sessions about the project over the past year, and the Project Report is now completed. Our College will be participating in the pilot associated with this Project, which is designed to promote consistency of direction in regards to continuing education across the medical colleges.

I would like to take this opportunity to especially thank those who have been instrumental in developments relating to our Continuing Education Programme. Of note are the State Continuing Education Programme Coordinators, who have met on several occasions over the past twelve months via teleconference, to discuss and debate the issues and to work together to establish the new systems to support the programme. They have given generously of their time in these endeavours, and this is much appreciated.

Thanks also go to the National Secretariat for their support in the administration of our Continuing Education Programme activities, particularly to Mr Gary White, who has taken on the tasks of information management, setting up the new systems to promote electronic access and participation reporting. The Secretariat has been of enormous assistance in this area, and with their help, our progress has been satisfying and timely.

Continuing Education is one of the central roles of the College, and is one of the main reasons why Fellows and Members look to the College, as their professional body. When the Australian Medical Council accredits the College in a few years time, it will look closely at our continuing education programme, and how effectively it supports the ongoing professional development of the College and of medical administrators. The work that we do now to enhance and support ongoing professional development should stand us in good stead in the years to come, and represents the combined efforts of many Fellows and Members who have taken time to give advice or support to the process.

I wish you all a happy and successful year.

Dr Kim Hill
National Director
Continuing Education/Recertification
This Annual Report brings a new Editor and Deputy Editor to 'The Quarterly', Dr Andy Robertson and Dr Wayne McDonald. Dr Peter Leslie retired at the beginning of 2004, after a valiant and productive stint of nine years, with our profound thanks. This year, we have seen the production of three issues of The Quarterly, in November, March and June, with four planned for the coming year. The September issue is already well in hand.

In the 2003 Annual Report, Dr Leslie noted that the purpose of the journal was to reflect that of the College itself, namely to "promote and advance the study of health services administration by medical practitioners'’. The Quarterly achieves this by the publication of key orations from major College events, original papers, review articles and occasional papers, which look at some of the more challenging places to practice, both within and outside Australia. We were honoured to have Her Excellency Professor Marie Bashir, AC, Governor of New South Wales, present the Langford Oration in 2003. Using the historical legacy of Sir Robert Garran’s life, her oration highlighted the many challenges that face medical administration today.

Two other sections of The Quarterly require special note. Corrs Chambers Westgarth and staff continue to provide both generous support to the journal and topical medico-legal updates on issues as diverse as the Campbelltown and Camden Inquiry and post-maternity leave rights. The other stalwart is Dr Lee Gruner, who continues to provide her regular and excellent ‘Focus on Quality’ articles.

As the new Editor, I am keen to see the journal go from strength to strength. Given what we do in our daily lives, there should be more than enough potential papers to fill this journal many times over. Wayne and I will be endeavouring to tap into the very productive nature of our Candidates, Members and Fellows, and continue to expand both the depth and range of the articles in The Quarterly. The journal should continue to inform, challenge and educate; stimulating debate and challenging presumptions and possibly outmoded concepts. The journal needs to be a valuable resource for all the readers, from Candidates preparing for their Fellowship to Fellows remaining current in their specialist field. To that end, I encourage all readers to provide the articles to achieve this aim.

Finally, my thanks to Bob Bishop, our Registrar, who has made my transition into the Editor’s role a very smooth one and who, along with staff of the College Secretariat, ensures that the production of The Quarterly is both professional and painless.

I look forward to working with all our readers to further enhance and grow The Quarterly.

Dr Andy Robertson
Editor
AUSTRALIAN CAPITAL TERRITORY

CURRENT OFFICE BEARERS

Chair: Dr Wayne Ramsey
Honorary Secretary: Dr John Donovan
Honorary Treasurer: Dr David Emonson
Chair, Board of Studies: Dr Jennifer Baker, Dr Peter Wilkins
Coordinator, Continuing Education: Dr Jennifer Baker, Dr Peter Wilkins

The Australian Capital Territory Committee has continued its successful format of combined monthly Committee meetings and the local collective CEP program. The CEP program includes presentations by members of the group as well as consideration of a journal article. Candidates are also invited and are active participants in the program.

The role of the College in medical administration has been embedded in ACT Health with the appointment of its first registrar in Medical Administration. A second position will be created in 2005.

Although we are a small group we are progressing well.

DR WAYNE RAMSEY
CHAIR

NEW SOUTH WALES

CURRENT OFFICE BEARERS

Chairman: Dr Roger Boyd
Honorary Secretary: Dr Draginja Kasap
Honorary Treasurer: Dr Tony Sara
Chair, Board of Studies: Dr Martin Mackertich
Coordinator, Continuing Education: Dr Eva Pilowsky
Coordinator, Scientific Program: Dr Tessa Ho

A major focus for the Committee last year was the planning for the 2003 Annual Conference held in Sydney, entitled Contempo 2003 – Update for Medical Managers, which proved to be an educational, social and financial success.

During the past year the New South Wales State Committee has remained an active participant in matters affecting the medical profession and health services through its representation on the New South Wales Medical Board and the Committee of Chairmen of New South Wales State Committees of Medical Colleges, and also by means of contributions through State and Federal channels on a range of policy issues.

Six NSW Candidates sat for the final Fellowship examination in 2003. Two Candidates gained Fellowship – Drs Alison Latta and Nicola Ward. In addition Drs Helen Parsons and Bruce Sanderson passed the examination but are still completing other requirements before we can welcome them to Fellowship. Congratulations to all successful Candidates. The efforts of Dr Tessa Ho in compiling a stimulating program and recruiting eminent guest speakers for the State Committee’s Scientific Program have resulted in improved attendance at the bimonthly seminars. Dr Ho is also involved in developing our linkages with other Colleges in order to further enhance our educational programs. For example, a joint meeting was held with the Australasian Faculty of Public Health Medicine, Royal Australasian College of Physicians at which Dr Jeanette Ward spoke on the challenges regarding population health planning and management entitled “To Promote, Protect and Maintain the Health of the Community: Reality and Reflections.” Similarly, we held a joint session with the Royal College of Pathologists of Australasia where Professor David Davies spoke on “The autopsy and other investigations of human tissue: past, present and future.”

The Annual General Meeting for 2003 was held on November 27, at which all Office Bearers reported to NSW Fellows, Members and Candidates on activities over the preceding year and the Returning Officer reported on the changes to the Committee membership.

The State Committee has been greatly assisted in its work by the Secretarial support contracted from the Royal College of Pathologists of Australasia and wishes to thank the Chief Executive Officer, Dr Debra Graves, as well as Ms Peta Pavitt and recently Ms Danielle Yannieh for their assistance. Finally, the Chairman and Secretary wish to thank all members of the State Committee as well as Fellows, Members and Candidates for their support throughout the year.

DR. DRAGINJA KASAP
HONORARY SECRETARY

NEW ZEALAND

CURRENT OFFICE BEARERS

Chair: Dr Lester Levy
Honorary Secretary: Dr Wilson Young
Chair, Board of Studies: Dr David Rankin
Coordinator, Continuing Education: Dr David Rankin

Most of the activities in New Zealand centred around the preparation for the College’s 2004 Annual Conference, which will be held at the Rotorua Convention Centre – 29 September through to 1 October, 2004. The Conference will be held in conjunction with the New Zealand Institute of Health Management, which is a branch of the Australian College of Health Service Executives.

The Conference Organising Committee, Chaired by Dr. David Rankin has worked extremely hard to secure a top-class line-up of speakers for the scientific programme. The theme of the Conference is “Innovations from Isolation” and will focus on new developments and innovations in a variety of health management contexts. This is the first time the College Conference is being held in New Zealand since the College became “Australasian” ten years ago. The last time New Zealand hosted a RACMA Conference was in 1987, when the College was still an “Australian” College. The 1987 Conference
was held at the Auckland Medical School, in association with the then New Zealand College of Community Medicine, which has since been integrated into the Australasian Faculty of Public Health Medicine.

Regular College meetings continue to be held both in Wellington and in Auckland, with an interesting range of speakers and topics.

**Northern Territory**

**Honorary Secretary**

Current Office Bearers

Chair Dr Vinothini Sathianathan
Honorary Secretary Dr Brian Joyce
Honorary Treasurer Dr. Jean Collie
Chair, Board of Studies Dr. Leonie Katekar
Coordinator, Continuing Dr. Leonie Katekar
Education
Social Secretary Dr. Gary Lum

The Northern Territory Branch with its small membership continues to meet, but not on a regular basis.

The relationship of the Branch with the Australian College of Health Service Executives is being maintained and opportunity exists for RACMA members to attend activities organised by ACHSE.

Some Members of the Northern Territory Branch of RACMA have taken the opportunity to avail themselves to Continuing Education activities provided by the Queensland Branch via videoconferencing and it is hoped that this practice will continue.

The announcement by Health Minister Peter Toyne that funding will be made available for a number of regional projects has been well received and growth in health services should follow as a result of this initiative.

It is pleasing to report that building works at the Royal Darwin Hospital, including a new emergency department, has been completed.

**Queensland**

**Honorary Secretary**

Current Office Bearers

Chair Dr John Menzies
Honorary Secretary Dr Stephen Ayre
Honorary Treasurer Dr Donna O'Sullivan
Chair, Board of Studies Dr Gabrielle du Preez-Wilkinson
Coordinator, Continuing Dr Gabrielle du Preez-Wilkinson
Education

The State Committee was again very active throughout the year. There were two key priorities. They were the ongoing education of Fellows, Members and Candidates and secondly, preparatory training and support for the Candidates. As in previous years, the monthly presentations continued and there were numerous interesting and innovative presentations. The monthly presentations followed the State Committee meetings. The State Committee meeting was videoconferenced to Townsville to assist Fellows in the north of the state.

This year, the annual Cilento Oration was delivered by Professor Michael Ward, on the topic of 'New Complexities in Health Care'. Professor Ward’s presentation was extremely thought provoking and highlighted the interesting problems that will face all existing and training doctors in future years as they grapple with the demands of ongoing medical education. The State Committee was particularly pleased to welcome to the Oration, 18 medical administrators from Indonesia who were attending a study program in Brisbane.

The Annual General Meeting was also a success with a very entertaining presentation on the ‘Open Disclosure Project’ by Dr. Rohan Hamnett who was the special visitor.

The Registrar and Candidate program continued throughout the year under the very enthusiastic coordination of Dr. Gabrielle du Preez-Wilkinson. The regular training presentations were always well attended and were satellite broadcast up to 10 sites around Australia to other College Candidates. There were 18 tutorials in 2003 and 20 have been booked for the current year. It is hoped that the broadcast of college meetings will expand over the forthcoming year and be of use to other states and their trainees.

The State Committee continued to have a very good working relationship with Queensland Health who supported four trainee medical administration registrar positions in Queensland.

Over the last 12 months medical administration registrars were placed in the major Brisbane hospitals and some non metropolitan hospitals for training.

Senior Office Bearers continued to represent the College at a number of meetings throughout the year. The Chairman was invited to the twice yearly meeting of College Presidents and Chairs which is coordinated by the Queensland Branch of theAMA. Senior College Fellows also attended the annual Expo of medical specialties which gave final year medical students and young RMOs the opportunity to consider which medical specialty training programme they wish to enter. The College regularly supplied representatives to selection panels for medical administrators in Queensland hospitals and was represented on a number of Queensland Health Advisory Committees.

During June, the Honorary Secretary, Dr. Stephen Ayre, left Queensland to take up the position of Chief Executive Officer at Launceston General Hospital in Tasmania. The Queensland Committee wishes Stephen every success in his new role and would like to thank him sincerely for his excellent work as Honorary Secretary over many years.
South Australia

Current Office Bearers

Chair
Honorary Secretary
Honorary Treasurer
Chair, Board of Studies
Coordinator, Continuing Education

Dr David Reynolds
Dr Bill McCoy
Dr David Reynolds
Dr Sue Sivilans
Dr Bruce Swanson

Despite the small number of active Fellows, Members and Candidates in South Australia members of the State Committee have maintained their energy and enthusiasm during the year. To provide for the continuing education needs of Fellows and Members the State Committee again linked into the professional development seminars organized by the Australian College of Health Service Executives. Details of these monthly seminars are emailed to Fellows, Members and Candidates. For the third consecutive year the State Committee organised a two day workshop on Management for Clinicians. This workshop, partly sponsored by the South Australian Department of Human Services, was again facilitated by Dr. Lee Gruner. Fifteen clinicians from a cross section of South Australian hospitals and from the Northern Territory attended the workshop with the feedback varying from very good to excellent.

During the year Dr. Sue Sivilans assumed the role of Chair, State Board of Studies. Regular meetings are now being held with Candidates and their Preceptors with a view to assisting Candidates with progression to Fellowship.

To provide direction for RACMA in South Australia a strategic planning session was held on 17 June at Royal Adelaide Hospital. The successful session, facilitated by Dr. Lee Gruner and attended by eleven Fellows, Members and Candidates, resulted in the development of a strategic plan for the future of the State Committee and its activities in South Australia.

On a personal level we were all saddened by the death of Dr. Bernard Nicholson. Bernard had made an outstanding contribution to medical administration both in South Australia and at a national level. Bernard was a man of great charm and integrity. Even in retirement he was always willing to make his time available to support and encourage young medical administrators. He will be greatly missed.

Again on a personal level three of our Fellows received Australian Honours during the year. Professor Derek Frewin was made an Officer of the Order of Australia for services to the advancement of medical education and research. Dr. Elizabeth Rozenbils was awarded a Medal of the Order of Australia for services to hospital administration and Professor Brendan Kearney was awarded the Member of the Order of Australia for services to medical administration and coordination of the medical response following the Bali bombing. Congratulations to these three Fellows.

Finally, I would like to thank all members of the Committee for their contributions during the year. In particular I would like to thank Dr. Bill McCoy for undertaking the duties of Honorary Secretary.

Dr David Reynolds
Chair
Manager Course, the Scientific Program, supporting our Candidates and on Workforce Planning. We approached the Department of Human Services, Victoria with a strategy to further the workforce issue.

The Scientific Program is now known as the Health Horizons Program, and the first of a series of mini-seminars was held at the Alfred Hospital on 16th June. The topic was “Clarifying the Role of the Health Service Board – Promoting Better Governance”. Although there was a small attendance, this interesting topic was well covered and gave the audience a better understanding of recent health service governance changes in Victoria.

The past year has also seen the cessation of The Victorian Association of Medical Managers incorporated (VAMMI) after a long and distinguished history. The assets are held by the RACMA Victorian Committee to continue post graduate education for rural medical administrators. A plaque has been placed at RACMA headquarters commemorating the achievements of VAMMI.

We participated in the VMPF Careers Advice Days held in August 2003 and June 2004. Dr. Bernard Street and Dr. Peter Bradford were present to provide information and there was considerable interest in the work of the College.

The RACMA/Department of Human Services Training Fellowship Program has now been running for three years and we thank DHS for their support. It is envisaged that two or three positions will be available for 2005.

The State continues its revitalised Candidate Training Program, under the able supervision of Dr. Kim Hill, Board of Studies Chair. Regular meetings are held covering a range of topics and it is expected that six Victorian Candidates will sit for the Fellowship examination this year. There is considerable interest in medical administration as a career and the Fellowship and new Candidates continue to be enrolled.

We congratulate Dr. Alison Maclean and Dr. Wayne McDonald for successfully completing the 2003 Fellowship examinations. Alison has joined the State Committee with the role of CEP Coordinator.

Members of the Victorian State Committee are actively involved in developing modules for the Support Scheme for Rural Specialists. Joint projects are proceeding with the Australian Society of Anaesthetists and the Royal Australian College of Obstetricians and Gynaecologists. In conjunction with this project Dr. Lee Gruner has run Clinician Management Courses in New South Wales, Queensland and Victoria.

The Victorian Management for Clinicians Program is scheduled for July 23rd and 24th at the Bayview on the Park and is fully subscribed. This popular and successful course has been devised and coordinated by Dr. Lee Gruner. We are very grateful to Dr. Jenny Bartlett, Chief Clinical Advisor at DHS for again organising a DHS subsidy for this course.

Preparations are also underway for the 2005 RACMA National Conference which is being organised by the Victorian State Committee. In the Victorian tradition we are developing an innovative and ground-breaking program and details will be posted as they come to hand.

I thank all the members of the State Committee for their active participation in the affairs of the College and our Chair, Dr. Lee Gruner for her energy and enthusiasm.

DR. BERNARD STREET
HONORARY SECRETARY

WESTERN AUSTRALIA
CURRENT OFFICE BEARERS
Chair Dr Philip Montgomery
Honorary Secretary Dr Lindsay Stewart
Honorary Treasurer Dr PK Loh
Chair, Board of Studies Dr Mark Platell
Coordinator, Continuing Education Dr. Robyn Lawrence

Compared to last year with the joint National Symposium in Perth, this year has been a quieter year for the State Branch. Not so for our forever being reviewed health system, which has now another review, completed by Professor Mick Reid from New South Wales. Having just re-organised into three metropolitan regions plus Women’s and Children’s we are about to re-organise into two metropolitan regions, one of which will administer approximately one third of the total state health budget. Seems a common theme around Australia! The plan includes new tertiary hospitals based on a north/south split, closing Fremantle and amalgamating Royal Perth and Sir Charles Gairdner Hospital over the next 10 to 15 years. Until the next review!!

An educational initiative during the last year was a metropolitan wide journal club rotating around the tertiary and secondary hospitals. So far this has been successful and planning is well advanced for our annual local educational meeting with plans also to run further clinician managers training weekends.

Our thanks to the outgoing Chair, Mark Platell, the new blood on the executive and the old workhorses on the State Committee. Your services to the Branch are appreciated.

DR. PHILIP MONTGOMERY
CHAIR
Past Office Bearers and Award Winners

College Presidents
The term of office of the College’s President is for two years. The following is a list of College Presidents since the College’s inauguration:

1968-70 Dr W E (Sam) Langford – Victoria
1970-72 Dr Cyril Cummins – New South Wales
1972-74 Dr Bernard Nicholson – South Australia
1974-76 Dr John Shepherd – Victoria
1976-78 Dr Harry Kramer – New South Wales
1978-80 Dr William McCoy – South Australia
1980-82 Dr Ronald Webb – Victoria
1982-84 Dr Roderick McEwin – New South Wales
1984-86 Dr Roger Vanderfield – New South Wales
1986-88 Dr John Golledge – Queensland
1988-90 Dr Brendon Kearney – South Australia
1990-92 Dr Peter Brennan – Western Australia
1992-94 Dr Clive Wellington – Victoria
1994-96 Dr Jennifer Alexander – New South Wales
1996-98 Dr M R (Taffy) Jones – Victoria
1998-2000 Dr Michael Jelly – South Australia
2000-2002 Dr John Sparrow – Tasmania
2002-2004 Dr Sherene Devanesen – Victoria

Censor-in-Chief
The following persons have occupied the position of Censor-in-Chief:

1968-74 Sir William Refshauge – Australian Capital Territory
1974-77 Dr Roderick McEwin – New South Wales
1978-82 Associate Professor Trevor Wood – New South Wales
1983-86 Dr Sidney Sax – Australian Capital Territory
1986-89 Dr Brendon Kearney – South Australia
1989-92 Dr Jennifer Alexander – New South Wales
1992-95 Dr Peter Southgate – Western Australia
1995-99 Dr John Campbell – New South Wales
1999- Dr Gavin Frost – New South Wales

College Medallions
Medallions have been awarded to the following Fellows in recognition of outstanding service to the College:

1974 Dr Ian Howard – Victoria
Sir William Refshauge – Australian Capital Territory
1975 Sir Henry Winneke – Victoria
Dr Bernard Nicholson – South Australia
1976 Dr Cyril Cummins – New South Wales
1977 Dr John Shepherd – Victoria
Dr Roderick McEwin – New South Wales

Bernard Nicholson Memorial Prize
The Bernard Nicholson Memorial Prize is awarded to the Candidate who in the opinion of the Censors is the most outstanding Candidate in the oral examinations. Previous prize winners are:

1970 Assoc. Professor Trevor Wood – New South Wales
1971 Dr Myles Kehoe – Australian Capital Territory
1972 Dr Clifford Flower – Victoria
1973 Dr David Fry – Western Australia
1974 Dr Alexander Shearer – Queensland
1975 Dr Mary Stannard – Australian Capital Territory
1976 Dr Barry Catchlove – New South Wales
1977 Dr Ross Ulman – Victoria

2004 ANNUAL REPORT
1978  Dr Peter Stanley – New South Wales  
1979  Dr Peter Southgate – Western Australia  
1980  Dr Cedric Gibbs – New South Wales  
1981  Dr Jennifer Alexander – New South Wales  
1982  Dr Barrie Heyworth – Queensland  
1983  Dr George Lipton – Victoria  
1984  Dr Peter Sainsbury – New South Wales  
1985  Dr Barbara Grunsein – New South Wales  
1986  Dr Tim Smyth – New South Wales  
1987  Dr Richard Ashby – Queensland  
1988  Dr Donna O’Sullivan – Queensland  
1989  Dr Greg Stewart – New South Wales  
1990  Dr Michael Walsh – Western Australia  
1991  Dr Norma Nickel – Western Australia  
1992  Dr Heather Wellington – Victoria  
1993  Dr Debra Graves – Victoria  
1994  No award given  
1995  Dr Gareth Goodier – Western Australia  
1996  No award given  
1997  No award given  
1998  Dr Jennifer King – Queensland  
1999  Dr Dennis Pisk – New South Wales  
2000  Dr Beth Kotze – New South Wales  
2001  Dr Paul Tridgell – New South Wales  
2002  Dr Tamsin Waterhouse – New South Wales  
2003  Dr. Robyn Lawrence – Western Australia  

**Margaret Tobin Challenge Award**

The Challenge Award is a competition for Candidates introduced in 1990. Candidates are invited to make a presentation on the theme of the particular year RACMA Conference, to their particular State/Territory/New Zealand Committee. The winners then proceed to compete as part of the program at the RACMA Conference. The Challenge Award was renamed in December, 2002 after the late Dr Margaret Tobin to provide long lasting recognition of her wonderful contribution to the College.

Previous prize winners are:

1990  Dr Michael Walsh – Western Australia  
1991  Dr Richard Cockington – South Australia  
1992  Dr Marcus Hodge – Australian Capital Territory  
1993  Dr Michael Cleary – Queensland  
1994  Dr John de Campo – Victoria  
1995  Dr Andrew Baker – New South Wales  
1996  Dr Jennifer Major – Victoria  
1997  Dr Bernard Street – Victoria  
1998  Dr Leonie Katekar – Tasmania  
1999  Assoc. Professor Leslie Burnett – New South Wales  
2000  Dr John Gallichio – Victoria  
2001  Dr Mark Lubliner – Victoria  
2002  Dr PK Loh – Western Australia  
2003  Dr. Craig Margetts - Queensland  

**Essay Prize**

1993  Dr Brian Fotheringham – South Australia  
1994  Dr Terrence Hunt – Western Australia  
1995  Dr Brian Fotheringham – South Australia  
1996  Dr Andrew Baker – New South Wales  
1997  Dr Brian Fotheringham – South Australia
MEMBERS OF THE THIRTY SIXTH COUNCIL

Dr S Devanesen
President
MB BS (Madras), Dip (Obs), RACOG, FRACMA, FCHSE, FAIM
Dr Sherene Devanesen joined the Council in 1994. Dr Devanesen was appointed Honorary Treasurer in 1998, Vice President, 2000 and President in 2002 and has served on the Victorian State Committee. Dr Devanesen is the Chief Executive Officer of Peninsula Health.

Dr P Montgomery
Vice President
MB BS, FRACMA
Dr Philip Montgomery joined the Council in 1996. In 1997 he was appointed National Director Continuing Education/Recertification and carried out this role until his appointment in 2002 as Vice President. Dr Montgomery is Honorary Treasurer of the Western Australian State Committee and is the local CEP Coordinator. Dr Montgomery is Deputy Director of Clinical Services at Royal Perth Hospital.

Dr R G D Boyd
Honorary Secretary
MB BS (Syd), MBA (Geneva), MHP (NSW), FRACMA, AFCHSE
Dr Roger Boyd joined the Council in 2001 and was appointed Honorary Secretary in 2002. Dr Boyd is the principal of Boyd Health Management, providing consulting services in health management, policy and planning. He is currently Chairman of the New South Wales State Committee.

Dr P Bradford
Honorary Treasurer
MB BS (NSW), MPH (NSW), Dip RACOG, FCHSE, FRACMA
Dr Peter Bradford joined the Council in 1996 and was appointed Honorary Treasurer in 2001. Dr Bradford is a member of the Victorian State Committee. He is Executive Director Medical Services at Peninsula Health.

Dr G W Frost
Censor-in-Chief
MB BS, MPH, FRACMA, FAFPHM
Dr Gavin Frost is the Chief Medical Officer of MBF of Australia. A Censor of the College, Dr Frost was appointed to the position of Censor-in-Chief of RACMA in 1999 and was reappointed to this position for a further three year term in August, 2002. Dr Frost has an active interest in health care systems, their measurement and improvement.

Dr K N Hill
National Director Continuing Education/Recertification
MB BS (Syd), MHP (NSW), FRACMA
Dr Kim Hill joined the Council in 1993 and was Honorary Secretary from 1994 to 2002. In 2002 Dr Hill was appointed National Director Continuing Education/Recertification. Dr Hill is the Executive Director, Medical Services, Alfred Hospital, Melbourne and serves as a Medical Surveyor for the Australian Council on Healthcare Standards.
**Dr JM Sparrow (AM) - Immediate Past President**
MB BS, BHA, FRACMA, FAFPHM, FCHSE

Dr John Sparrow is the former Chief Medical Officer of the Department of Health and Human Services in Tasmania. Dr Sparrow is the Chair of the RACMA Tasmanian State Committee. Dr Sparrow was appointed Vice President in February, 2000, President in August, 2000 and became Immediate Past President in 2002.

**Dr L. Levy**
MBBCh, MBA, FRACMA, FNZIM

Dr Lester Levy is the Chief Executive of the New Zealand Blood Service. Previous senior appointments include being Chief Executive of South Auckland Health, Western Bay of Plenty Area Health Board and Mercy Ascot Private Hospital. Dr Levy was appointed to Council in 2002 as one of the New Zealand representatives.

**Dr M. Catchpole**
MB BS (Qld), B Bus (Health Admin), FRACMA, FRACGP, AFCHSE

Dr Michael Catchpole is the Principal Medical Adviser in Queensland Health. He has been a Fellow since 1991 and is a member of the Queensland State Committee. Dr Catchpole was appointed to Council in 2002.

**Dr J Menzies**
MB BS (Hons), MHP, FRACMA, AFCHSE, CHA

Dr John Menzies is the senior consultant medical adviser in JTA International Health Consulting. Dr Menzies was appointed to Council as one of the Queensland State representatives in 1999 and was Honorary Treasurer in 2000/01. He is the Chair of the Queensland State Committee.

**Dr L. Gruner**
MB BS, B Sc, BHA, FRACMA, MBA, GAICD

Dr Lee Gruner is the Director of Quality Directions Australia Pty. Ltd. Dr. Gruner joined Council in 2003 and is the current Chair of the Victorian State Committee.

**Dr M S Platell**
MB BS, FRACMA

Dr Mark Platell is the Acting Area Chief Executive, North Metropolitan Health Service, Perth, Western Australia, including Sir Charles Gairdner Hospital. Dr. Platell is a Censor of the College and since 1998, has also served as the Censor for Case Studies. Dr Platell joined the Council in 1999.
Dr R Porter
MB BS, FRACGP, FRACMA, AFCHSE
Dr Robert Porter is Area Director of Clinical Services, Mid North Coast Area Health Service, New South Wales.
Dr Porter has been Chair of the New South Wales State Committee and joined Council in 1997.

Associate Professor W P Ramsey AM, CSC
MB BS, BMed Sc, MHA, FRACMA
Associate Professor Wayne Ramsey has a conjoint appointment with ACT Health and the ANU Medical School as Senior Fellow in Clinical Governance. He is Chair of the ACT Committee and joined Council in 2002.

Dr D J Reynolds
MB BS, DPH, FRACMA
Dr David Reynolds is the Director, Medical Administration and Services at Royal Adelaide Hospital. Dr Reynolds is currently Chair of the South Australian State Committee and joined Council in 2001.

Dr V Sathianathan
MB BS, FRACMA
Dr Vinothini Sathianathan is the Deputy Medical Superintendent at the Royal Darwin Hospital.
Dr Sathianathan is currently Chair of the Northern Territory Committee and joined Council in 2002.

Dr D A Smith
MB BS (Syd), MHP (NSW), FRACMA
Dr Denis Smith has been a member of Council since 1991 and is the Education Coordinator and a College Censor. Dr Smith has served two terms as Chair of the New South Wales State Committee and is the College nominee on the New South Wales Medical Board. Dr Smith is the principal of DAS Health Services Consulting specialising in management and clinical improvement programs.

Dr B Swanson
MB BS, B Sc (Maths), B Ec (Hons), MHA, FRACMA
Dr Bruce Swanson is Medical Adviser, Research Policy and Ethics in the South Australian Department of Human Services. He is also a member of the South Australian State Committee and is the local CEP coordinator. Dr Swanson joined the Council in 2002.

Dr W W S Young
MB BS (Hong Kong), DipHA, DipBusAdmin (Massey), FAFPHM, FRACMA, FHKCCM
Dr Wilson Young was appointed to Council in 1999 as one of the New Zealand representatives. Dr Young is a Medical Officer of Health, Auckland District Health Board.
Your Councillors present their report on the College for the financial year ended 30th June 2004.

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

Dr Sherene Devanesen
Dr Philip Montgomery
Dr Roger Boyd
Dr Peter Bradford
Dr Gavin Frost
Dr Kim Hill
Dr John Sparrow
Dr Michael Catchpole
Dr Lee Gruner (commenced 28 Aug 2003)
Dr Lester Levy
Dr John Menzies
Dr Mark Platell
Dr Robert Porter
Dr Wayne Ramsey
Dr David Reynolds
Dr Vino Sathianathan
Dr Denis Smith
Dr Bruce Swanson
Dr Wilson Young
Dr Ian Carson (retired 27 Aug 2003)

Councillors have been in office since the start of the financial year to the date of this report unless otherwise stated.

The principal continuing activity of the College consisted of Medical Management Education and there were no significant changes in those activities during the year.

The net profit for the financial year after provision for income tax amounted to $128,280.

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.

The College’s operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a State or Territory.

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

During the financial year the College has paid premiums to insure the Councillors 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 Councillor of the College, other than conduct involving wilful breach of duty in relation to the College. The amount of the premium was $3,512.

During the financial year, 7 meetings of councillors (including executive) were held. Attendances were:

<table>
<thead>
<tr>
<th>Council Meetings</th>
<th>Executive Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number Eligible to attend</td>
<td>Number Eligible to attend</td>
</tr>
<tr>
<td>Number Attended</td>
<td>Number Attended</td>
</tr>
</tbody>
</table>

Dr S Devanesen 5 5 2 1
Dr P Montgomery 5 5 2 2
Dr R Boyd 5 5 2 2
Dr P Bradford 5 5 2 2
Dr G Frost 5 5 2 2
Dr K Hill 5 5 2 2
Dr J Sparrow 5 3 2 2
Dr M Catchpole 5 4
Dr L Gruner 4 2
Dr L Levy 5 Nil
Dr J Menzies 5 2
Dr M Platell 5 2
Dr R Porter 5 4
Dr W Ramsey 5 5
Dr D Reynolds 5 3
Dr V Sathianathan 5 2
Dr D Smith 5 4
Dr B Swanson 5 5
Dr W Young 5 4
Dr I Carson 1 1

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.

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.

Signed in accordance with a Resolution of the Members of the Council and is signed for and is made on behalf of the members by:

P Bradford
R Boyd

Dated this 13th day of September 2004
DECLARATION BY MEMBERS OF THE COUNCIL

The Councillors of the College declare that:

1 The financial statements and notes comprising the Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and Notes to the Financial Statements, are in accordance with the Corporations Act 2001:
   (a) comply with Accounting Standards and the Corporations Regulations 2001; and
   (b) give a true and fair view of the financial position as at 30 June, 2004 and of the performance for the year ended on that date of the College.

2 In the opinion of the Councillors 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 Members of the Council and is signed for and is made on behalf of the members by:

P Bradford

R Boyd

Dated this 13th day of September 2004
**Scope**

The financial report and councillors’ responsibility.


The College’s councillors are responsible for the preparation and true and fair presentation of the financial report in accordance with the Corporations Act 2001. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

**Audit Approach**

We conducted an independent audit in order to express an opinion to members of the College. Our audit was conducted in accordance with Australian Auditing Standards, in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal control and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with the Corporations Act 2001, including compliance with accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the College’s financial position, and of its performance as represented by the results of its operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report; and
- assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the Councillors.

While we considered the effectiveness of management’s internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

**Independence**

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements and the Corporations Act 2001.

**Audit Opinion**

In our opinion, the financial report of The Royal Australasian College of Medical Administrators is in accordance with:

(a) the Corporations Act 2001, including:

(i) giving a true and fair view of the College’s financial position as at 30th June 2004 and of its performance for the year ended on that date; and

(ii) complying with Accounting Standards in Australia and the Corporations Regulations 2001; and

(b) other mandatory professional reporting requirements.

**Morton Watson & Young**

Chartered Accountants
51 Robinson Street, Dandenong Vic 3175

Graeme A. Hallam F.C.A.
Partner

Date 13th September, 2004
I am pleased to present the Honorary Treasurer’s Report for 2003/2004.

At the beginning of the Financial Year Federal Council approved an Annual Budget with budgeted revenue of $356,129. An over budget revenue of $376,518 was collected, largely due to $21,150 additional revenue over budget for “other fees”, mainly relating to workshop and examination fees. Subscription revenue was $2,741 (1%) under target at $276,888 (not including 2004/2005 subscription fees and levies paid in advance in late June).

An expenditure budget of $355,000 was approved and actual Expenditure of $329,811 was recorded. Under budget expenditure of $25,189 resulted in part from non-expenditure of $10,000 Annual Conference deposit owing to new administrative arrangements relating to carry over of Conference deposit from one year to the next. This new arrangement has also led to return of Conference deposit not being recorded in revenue with a nil effect at the bottom line.

A surplus of $46,707 was therefore recorded, $45,578 above the budgeted surplus of $1,898. This surplus, together with funding received and as yet unexpended for the Support Scheme for Rural Specialists (SSRS) Project, and prepaid subscriptions and levies, has increased the College net worth (assets less liabilities) from $924,499 at the end of 2002/2003 to the current net worth of $1,052,777; and a consolidated profit of $128,280.

For the 2004/2005 financial year, Federal Council has approved a budget after the now mandatory consultation process with State/Territory/NZ Committees. Once again, Council has budgeted for a small surplus of $2,168; enabling increased expenditure on publications, education, and research.

The approved budget for 2004/2005 will enable us to meet all of our operational costs and many of the costs for strategic initiatives. Consequently, subscriptions for Fellows, Members, and Candidates have been constrained to a CPI increase of 3.1% compared to the 5% increase in 2003/2004.

Once again, 2004/2005 Fees notices were sent out prior to 30 June for those Fellows, Members, and Candidates who wished to pay these prior to the end of the Financial Year. Also this year, and as approved by Federal Council in 2003, a “war chest” has been established to pay for AMC Accreditation in 2008. The agreed $200 levy has now been applied with payments able to be made in one or more instalments.

Activity in 2004/2005 will mainly relate to business planning for the recently approved Strategic Plan 2004-2007, in particular:

- Upgrade of IT and physical infrastructure at Federal Secretariat.
- Allocation of resources to States in accordance with specific need and duties allocation.
- Development of a specific annual Business Plan.
- Development of a web-site marketing strategy.

I wish once again to thank the President, Dr Sherene Devanesen, my Fellow Councillors, and the Secretariat for assistance and support during 2003/2004.

In conclusion I wish all Fellows, Members, and Candidates all the best during 2004/2005.
**STATEMENT OF FINANCIAL PERFORMANCE** for the year ended 30 June 2004

<table>
<thead>
<tr>
<th>Classification of Expenses by Function</th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues from ordinary activities</td>
<td>687,459</td>
<td>481,183</td>
</tr>
<tr>
<td>Member Services Expenses</td>
<td>76,163</td>
<td>68,964</td>
</tr>
<tr>
<td>Employment Expenses</td>
<td>185,227</td>
<td>162,040</td>
</tr>
<tr>
<td>Conference, Seminar &amp; Meeting Expenses</td>
<td>40,2347</td>
<td>60,055</td>
</tr>
<tr>
<td>Occupancy Expenses</td>
<td>22,551</td>
<td>20,406</td>
</tr>
<tr>
<td>Administration Costs</td>
<td>234,891</td>
<td>125,974</td>
</tr>
<tr>
<td><strong>Profit from ordinary activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>before income tax expense</strong></td>
<td>128,280</td>
<td>43,744</td>
</tr>
<tr>
<td>Income tax attributable to ordinary activities</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td><strong>Total changes in equity other than those resulting from transactions as owners with owners</strong></td>
<td>128,280</td>
<td>43,744</td>
</tr>
</tbody>
</table>

The accompanying notes form part of these financial statements.
### Statement of Financial Position as at 30th June 2004

<table>
<thead>
<tr>
<th>Note</th>
<th>2004 $</th>
<th>2003 $</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash Assets</td>
<td>4</td>
<td>221,529</td>
</tr>
<tr>
<td>Receivables</td>
<td>5</td>
<td>23,272</td>
</tr>
<tr>
<td>Investments</td>
<td>6</td>
<td>349,262</td>
</tr>
<tr>
<td>Other Current Assets</td>
<td>7</td>
<td>11,000</td>
</tr>
<tr>
<td><strong>TOTAL CURRENT ASSETS</strong></td>
<td></td>
<td>605,063</td>
</tr>
<tr>
<td><strong>NON-CURRENT ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property, plant and equipment</td>
<td>8</td>
<td>569,066</td>
</tr>
<tr>
<td><strong>TOTAL NON-CURRENT ASSETS</strong></td>
<td></td>
<td>569,066</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td></td>
<td>1,174,129</td>
</tr>
<tr>
<td><strong>CURRENT LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payables</td>
<td>9</td>
<td>92,980</td>
</tr>
<tr>
<td>Tax Liabilities</td>
<td>10</td>
<td>(1,489)</td>
</tr>
<tr>
<td>Provisions</td>
<td>11</td>
<td>4,568</td>
</tr>
<tr>
<td>Other Current Liabilities</td>
<td>12</td>
<td>25,293</td>
</tr>
<tr>
<td><strong>TOTAL CURRENT LIABILITIES</strong></td>
<td></td>
<td>121,352</td>
</tr>
<tr>
<td><strong>TOTAL NON-CURRENT LIABILITIES</strong></td>
<td></td>
<td>–</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td></td>
<td>121,352</td>
</tr>
<tr>
<td><strong>NET ASSETS (LIABILITIES)</strong></td>
<td></td>
<td>1,052,777</td>
</tr>
<tr>
<td><strong>EQUITY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Funds</td>
<td>13</td>
<td>85,370</td>
</tr>
<tr>
<td>Reserves</td>
<td>14</td>
<td>473,727</td>
</tr>
<tr>
<td>Retained Profits (losses)</td>
<td>15</td>
<td>493,680</td>
</tr>
<tr>
<td><strong>TOTAL EQUITY</strong></td>
<td></td>
<td>1,052,777</td>
</tr>
</tbody>
</table>

The accompanying notes form part of these financial statements.
**STATEMENT OF CASH FLOWS** for the year ended 30 June 2004

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Cash Flows from Operating Activities:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts from Members</td>
<td>300,522</td>
<td>249,577</td>
</tr>
<tr>
<td>Interest Received</td>
<td>16,669</td>
<td>13,405</td>
</tr>
<tr>
<td>Conferences, Sponsorship &amp; Other Receipts</td>
<td>326,907</td>
<td>277,633</td>
</tr>
<tr>
<td>Payment to Suppliers &amp; Employees</td>
<td>(495,600)</td>
<td>(436,871)</td>
</tr>
<tr>
<td><strong>Net cash provided by (used in) operating activities</strong></td>
<td>148,498</td>
<td>103,744</td>
</tr>
<tr>
<td><strong>Cash Flows from Investing Activities:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payment for purchase of equipment</td>
<td>(4,594)</td>
<td>(460)</td>
</tr>
<tr>
<td>Payment for investments</td>
<td>(65,174)</td>
<td>(24,638)</td>
</tr>
<tr>
<td><strong>Net cash provided by (used in) investing activities</strong></td>
<td>(69,768)</td>
<td>(25,098)</td>
</tr>
<tr>
<td>Net Increase (Decrease) in Cash Held</td>
<td>78,730</td>
<td>78,646</td>
</tr>
<tr>
<td>Cash at Beginning of Year</td>
<td>142,800</td>
<td>64,154</td>
</tr>
<tr>
<td><strong>CASH AT END OF PERIOD</strong></td>
<td>221,530</td>
<td>142,800</td>
</tr>
</tbody>
</table>

The accompanying notes form part of these financial statements.
NOTE 1

Statement of Significant Accounting Policies
This financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Board.

The financial report is for the entity The Royal Australasian College of Medical Administrators as an individual entity. The Royal Australasian College of Medical Administrators is a company limited by guarantee and domiciled in Australia.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the College in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

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 report.

Property, Plant and Equipment
Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

(a) Property
Freehold land and buildings are measured on the fair value basis, being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction. It is the policy of the economic entity to have an independent valuation every three years, with annual appraisals being made by the Councillors.

The revaluation of freehold land and buildings has not taken into account the potential capital gains tax acquired after the introduction of capital gains tax.

(b) Plant and Equipment
Plant and equipment are measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the Councillors to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining the recoverable amount.

(c) Depreciation
The depreciable amount of all fixed assets are depreciated on a diminishing line basis over their useful lives to the College commencing from the time the asset is held ready for use. Properties held for investment purposes are not subject to a depreciation charge. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

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

<table>
<thead>
<tr>
<th>Class of Fixed Asset</th>
<th>Depreciation Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plant and equipment</td>
<td>10% to 30%</td>
</tr>
</tbody>
</table>
NOTES TO THE FINANCIAL STATEMENTS for the year ended 30 June 2004

Investments
Investments in listed securities are brought to account at current market value and income is recognised when received.

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.

Employee Benefits
Provision is made for the College’s liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with benefits arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their nominal amount. Other employee benefits payable later than one year have been measured at their present value of the estimated future cash outflows to be made for those benefits.

Contributions, are made by the College to an employee superannuation fund and are charged as expenses when incurred.

Cash
For the purpose of the statement of cash flows, cash includes cash on hand and in at call deposits with banks or financial institutions, investments in money market instruments maturing within less than two months, net of bank overdrafts.

Revenue
Revenue from members fees and subscriptions is recognised upon the charging of annual fees.

Revenue from the rendering of a service is recognised upon delivery of the service to the members.

Interest revenue is recognised as received taking into account the interest rates applicable to the financial assets.

Dividend revenue is recognised when the right to receive a dividend has been established.

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

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

Adoption of Australian Equivalents to International Financial Reporting Standards
Australia is currently preparing for the introduction of International Financial Reporting Standards (IFRS) effective for financial years commencing 1 January 2005. This requires the production of accounting data for future comparative purposes at the beginning of the next financial year.

The College’s management, along with its auditors, are assessing the significance of these changes and preparing for their implementation.
## Notes to the Financial Statements for the year ended 30 June 2004

### 2. Revenue
#### Operating Activities

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership Fees</td>
<td>306,221</td>
<td>253,099</td>
</tr>
<tr>
<td>Candidates Fees</td>
<td>78,012</td>
<td>65,550</td>
</tr>
<tr>
<td></td>
<td><strong>384,233</strong></td>
<td><strong>316,649</strong></td>
</tr>
<tr>
<td>Sponsorship, Distributions &amp; Advertising</td>
<td>18,427</td>
<td>8,636</td>
</tr>
<tr>
<td>Seminar, Course &amp; Meeting Income</td>
<td>27,330</td>
<td>41,078</td>
</tr>
<tr>
<td>Conference Income</td>
<td>14,345</td>
<td>43,192</td>
</tr>
<tr>
<td>AMC Levy</td>
<td>11,000</td>
<td>–</td>
</tr>
<tr>
<td>Dividends Received</td>
<td>671</td>
<td>671</td>
</tr>
<tr>
<td>Interest Received</td>
<td>16,669</td>
<td>13,405</td>
</tr>
<tr>
<td>Grant Income</td>
<td>186,480</td>
<td>40,000</td>
</tr>
<tr>
<td>Sundry Income</td>
<td>17,504</td>
<td>12,354</td>
</tr>
<tr>
<td>Rent Received</td>
<td>11,459</td>
<td>11,176</td>
</tr>
<tr>
<td><strong>Total Revenue from Ordinary Activities</strong></td>
<td><strong>303,885</strong></td>
<td><strong>170,512</strong></td>
</tr>
</tbody>
</table>

#### Other Activities

| Increase (decrease) in net market values | 2004 | 2003 |
| Bernard Nicholson Prize Fund Shares    | (659) | (5,978) |

**Total Revenue**

<table>
<thead>
<tr>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>687,459</td>
<td>481,183</td>
</tr>
</tbody>
</table>

### 3. Profit from Ordinary Activities
Profit from ordinary activities before income tax expense has been determined after:

<table>
<thead>
<tr>
<th>Auditor’s Remuneration</th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit of the Accounts</td>
<td>9,000</td>
<td>7,700</td>
</tr>
<tr>
<td>Other Services</td>
<td>–</td>
<td>1,600</td>
</tr>
<tr>
<td>Depreciation of property, plant and equipment</td>
<td>3,857</td>
<td>4,039</td>
</tr>
<tr>
<td>Bad Debts Written Off</td>
<td>12,714</td>
<td>9,845</td>
</tr>
<tr>
<td>Increase (decrease) in provision for:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Leave</td>
<td>2,805</td>
<td>(3,832)</td>
</tr>
</tbody>
</table>

### 4. Cash Assets

<table>
<thead>
<tr>
<th>Cash on Hand</th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Committee Bank Accounts</td>
<td>18,818</td>
<td>25,744</td>
</tr>
<tr>
<td>ANZ V2 Plus Investment Account</td>
<td>38,350</td>
<td>15,103</td>
</tr>
<tr>
<td>Support Scheme for Rural Specialists</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANZ V2 Plus A/c</td>
<td>82,435</td>
<td>29,049</td>
</tr>
<tr>
<td>National Bank Cheque Account</td>
<td>75,003</td>
<td>61,403</td>
</tr>
<tr>
<td>EFT Bank Account</td>
<td>6,632</td>
<td>11,374</td>
</tr>
</tbody>
</table>

**Total Cash Assets**

<table>
<thead>
<tr>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>221,529</td>
<td>142,800</td>
</tr>
</tbody>
</table>
### 5. Receivables (Current)

- **Trade Debtors**: $41,272, $35,572
- **Less: Provision for Doubtful Debts**: $(18,000), $(18,000)

Net Receivables: $23,272, $17,572

### 6. Investments (Current)

- **Term Deposits**: $263,891, $176,920
- **Bernard Nicholson Prize Fund**
  - Shares at Market Value: $17,579, $16,474
- **Sir Raphael Cilento Oration Fund**
  - Bank Account: $1,856, $3,159
  - Term Deposit: $8,679, $8,511
- **New South Wales Education Fund**
  - Bank Account: $22,468, $24,706
- **Western Australian Education Fund**
  - Bank Account: $22,836, $25,000
- **Queensland Health Education Fund**
  - Bank Account: $11,953, $29,320

Total Investments: $349,262, $284,090

### 7. Other Current Assets

- **Prepayments**: $11,000, –

### 8. Property, Plant & Equipment

- **Land & Building at Councillors Valuation 2004**: $550,000, $550,000
- **Equipment at Cost**: $106,933, $102,339
  - **Less: Accumulated Depreciation**: $87,867, $84,010
  - Net Equipment: $19,066, $18,329

Total Property, Plant & Equipment: $569,066, $568,329
## Notes to the Financial Statements

for the year ended 30 June 2004

### 9. Payables (Current)

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creditors &amp; Accruals</td>
<td>92,580</td>
<td>18,307</td>
</tr>
<tr>
<td>Other Creditors</td>
<td>400</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>92,980</td>
<td>18,307</td>
</tr>
</tbody>
</table>

### 10. Tax Liabilities (Current)

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>GST Liability (Refund)</td>
<td>(13,060)</td>
<td>1,184</td>
</tr>
<tr>
<td>PAYG Withholding Payable</td>
<td>11,571</td>
<td>2,433</td>
</tr>
<tr>
<td></td>
<td>(1,489)</td>
<td>3,617</td>
</tr>
</tbody>
</table>

### 11. Provisions (Current)

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provision for Annual Leave</td>
<td>4,568</td>
<td>3,413</td>
</tr>
</tbody>
</table>

### 12. Other Current Liabilities

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unexpended SSRS Project Grant</td>
<td>25,293</td>
<td>62,955</td>
</tr>
</tbody>
</table>

### 13. Special Funds

#### Bernard Nicholson Prize Fund

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>16,474</td>
<td>22,452</td>
</tr>
<tr>
<td>Transfer from (to) Retained Funds</td>
<td>1,105</td>
<td>(5,978)</td>
</tr>
<tr>
<td>Balance at 30th June 2004</td>
<td>17,579</td>
<td>16,474</td>
</tr>
</tbody>
</table>

#### Sir Raphael Cilento Oration Fund

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>11,670</td>
<td>14,316</td>
</tr>
<tr>
<td>Transfer from (to) Retained Funds</td>
<td>(1,135)</td>
<td>(2,646)</td>
</tr>
<tr>
<td>Balance at 30th June 2004</td>
<td>10,535</td>
<td>11,670</td>
</tr>
</tbody>
</table>

#### NSW Administration Course & Education Fund

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>24,706</td>
<td>29,200</td>
</tr>
<tr>
<td>Transfer from (to) Retained Funds</td>
<td>(2,238)</td>
<td>(4,494)</td>
</tr>
<tr>
<td>Balance at 30th June 2004</td>
<td>22,468</td>
<td>24,706</td>
</tr>
</tbody>
</table>

#### Western Australian Education Course

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>25,000</td>
<td>17,517</td>
</tr>
<tr>
<td>Transfer from (to) Retained Funds</td>
<td>(2,164)</td>
<td>7,483</td>
</tr>
<tr>
<td>Balance at 30th June 2004</td>
<td>22,836</td>
<td>25,000</td>
</tr>
</tbody>
</table>

#### Queensland Health Education Fund

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>29,320</td>
<td>25,967</td>
</tr>
<tr>
<td>Transfer from (to) Retained Funds</td>
<td>(17,368)</td>
<td>3,354</td>
</tr>
<tr>
<td>Balance at 30th June 2004</td>
<td>11,952</td>
<td>29,321</td>
</tr>
<tr>
<td></td>
<td>85,370</td>
<td>107,171</td>
</tr>
</tbody>
</table>
NOTES TO THE FINANCIAL STATEMENTS for the year ended 30 June 2004

14. RESERVES

Composition:

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset Revaluation Reserve</td>
<td>473,727</td>
<td>473,727</td>
</tr>
</tbody>
</table>

15. RETAINED PROFITS

Retained profits (accumulated losses)

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>at 1st July 2003</td>
<td>343,600</td>
<td>297,578</td>
</tr>
<tr>
<td>Net profit (loss) attributable to members of the company</td>
<td>128,280</td>
<td>43,744</td>
</tr>
<tr>
<td>Transfer to (from) Special Funds</td>
<td>(21,800)</td>
<td>(2,279)</td>
</tr>
</tbody>
</table>

Retained Profits at 30th June 2004

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>493,680</td>
<td>343,601</td>
</tr>
</tbody>
</table>

16. REMUNERATION OF COUNCILLORS

Income received or due and receivable by all councillors of the College:

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>20,350</td>
<td>24,750</td>
</tr>
</tbody>
</table>

The number of Councillors whose income from the College was within the following bands:

| $0 – $9999 | – | – |
| $10,000 – $19,999 | – | – |
| $20,000 – $29,999 | 1 | 1 |

Retirement and Superannuation Payments:

Amounts paid to Councillors and Senior Executives on retirement from office or to prescribed superannuation funds for the provision of retirement benefits for councillors and senior executives:

|                        | – | – |
NOTES TO THE FINANCIAL STATEMENTS for the year ended 30 June 2004

16. Remuneration of Councillors (continued)
The names of Councillors who have held office during the financial year are:
Dr Sherene Devanesen  Dr Michael Catchpole  Dr David Reynolds
Dr Phillip Montgomery  Dr Lee Gruner  Dr Vinothini Sathianathan
Dr Roger Boyd  Dr Lester Levy  Dr Denis Smith
Dr Peter Bradford  Dr John Menzies  Dr Bruce Swanson
Dr Gavin Frost  Dr Mark Platell  Dr Wilson Young
Dr Kim Hill  Dr Robert Porter  Dr Ian Carson
Dr John Sparrow  Dr Wayne Ramsey

17. Cash Flow Information
(a) Reconciliation of Cash
Cash at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the statement of financial position as follows:

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash on Hand</td>
<td>291</td>
<td>127</td>
</tr>
<tr>
<td>Cash at Bank</td>
<td>81,636</td>
<td>72,777</td>
</tr>
<tr>
<td>At call deposits</td>
<td>120,785</td>
<td>44,152</td>
</tr>
<tr>
<td>State/Territory/New Zealand Committees</td>
<td>18,818</td>
<td>25,744</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>221,530</td>
<td>142,800</td>
</tr>
</tbody>
</table>

(b) Reconciliation of cash flow from operations with profit from ordinary activities after income tax

Profit from ordinary activities after income tax 128,280 43,743

Non-cash flows in profit from ordinary activities:
Depreciation 3,857 4,039
Annual Leave Provision 1,155 (3,832)

Changes in Assets & Liabilities:
Increase (decrease) in receivables (5,699) (3,523)
Decrease (increase) in prepayments (11,000) –
Increase (decrease) in payables 69,567 362
Increase (decrease) in unexpended grants (37,662) 62,955

Cash flows from operations 148,498 103,744
18. **FINANCIAL INSTRUMENTS**

(a) **Interest rate risk**

The College’s exposure to interest rate risk, which is a risk that a financial instrument’s value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on those financial assets and financial liabilities, is as follows:

**Financial Assets**

<table>
<thead>
<tr>
<th>Description</th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Floating interest rate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash at Bank</td>
<td>81,636</td>
<td>72,777</td>
</tr>
<tr>
<td>Weighted average effective interest rate</td>
<td>1.10%</td>
<td>1.85%</td>
</tr>
<tr>
<td>Fixed interest rate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Term Deposits</td>
<td>263,891</td>
<td>176,920</td>
</tr>
<tr>
<td>Weighted average effective interest rate</td>
<td>4.85%</td>
<td>4.49%</td>
</tr>
<tr>
<td>Fixed interest rate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANZ V2 Plus Account</td>
<td>120,785</td>
<td>44,152</td>
</tr>
<tr>
<td>Weighted average effective interest rate</td>
<td>4.03%</td>
<td>3.82%</td>
</tr>
<tr>
<td>Floating interest rate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Committees Cash at Bank</td>
<td>59,112</td>
<td>82,185</td>
</tr>
<tr>
<td>Weighted average effective interest rate</td>
<td>1.80%</td>
<td>1.85%</td>
</tr>
<tr>
<td>Fixed interest rate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Committees Cash at Bank</td>
<td>8,679</td>
<td>8,511</td>
</tr>
<tr>
<td>Weighted average effective interest rate</td>
<td>3.14%</td>
<td>3.85%</td>
</tr>
</tbody>
</table>

**Financial liabilities**

<table>
<thead>
<tr>
<th>Description</th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non interest bearing creditors</td>
<td>(92,980)</td>
<td>(18,307)</td>
</tr>
</tbody>
</table>

**Net financial assets (liabilities)**

<table>
<thead>
<tr>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>441,123</td>
<td>366,238</td>
</tr>
</tbody>
</table>

(b) **Credit Risk**

The maximum exposure to credit risk, excluding the value of any collateral or other security at balance date to recognised financial assets is the carrying amount net of any provisions for doubtful debts, as disclosed in the statement of financial position and notes to the financial statements. The College does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the College.

(c) **Net Fair Values**

The net fair values of listed investments have been valued at the quoted market bid price at balance date adjusted for transaction costs expected to be incurred. For other assets and other liabilities the net fair value approximates their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form other than listed investments. Financial assets where the carrying amount exceeds net fair values have not been written down as the College intends to hold these assets to maturity. The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes to the financial statements.

19. **COLLEGE DETAILS**

The registered office of the College is:

The Royal Australasian College of Medical Administrators
35 Drummond Street
Carlton Vic 3053
# Profit and Loss Account

for the year ended 30 June 2004

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Member Service Income</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Membership Fees</td>
<td>306,221</td>
<td>253,099</td>
</tr>
<tr>
<td>Candidates Fees</td>
<td>78,012</td>
<td>63,550</td>
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<tr>
<td><strong>Total</strong></td>
<td>384,233</td>
<td>316,649</td>
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<tr>
<td><strong>All Other Revenue</strong></td>
<td></td>
<td></td>
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<tr>
<td>Sponsorship, Distributions &amp; Advertising</td>
<td>18,427</td>
<td>8,636</td>
</tr>
<tr>
<td>Seminar, Course &amp; Meeting Income</td>
<td>27,330</td>
<td>41,078</td>
</tr>
<tr>
<td>Conference Income</td>
<td>14,345</td>
<td>43,192</td>
</tr>
<tr>
<td>AMC Levy</td>
<td>11,000</td>
<td></td>
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<tr>
<td>Dividends Received</td>
<td>671</td>
<td>671</td>
</tr>
<tr>
<td>Interest Received</td>
<td>16,669</td>
<td>13,405</td>
</tr>
<tr>
<td>Recoveries</td>
<td>(659)</td>
<td>(5,978)</td>
</tr>
<tr>
<td>Movement in Net Market Values</td>
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<tr>
<td>Grant Income</td>
<td>186,480</td>
<td>40,000</td>
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<tr>
<td>Sundry Income</td>
<td>17,504</td>
<td>12,354</td>
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<tr>
<td>Rent Received</td>
<td>11,459</td>
<td>11,176</td>
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<tr>
<td><strong>Total</strong></td>
<td>303,226</td>
<td>164,534</td>
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<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
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<tr>
<td>Member Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education &amp; Workshop Expenses</td>
<td>36,752</td>
<td>27,915</td>
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<tr>
<td>Printing &amp; Stationery</td>
<td>29,973</td>
<td>30,473</td>
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<tr>
<td>Subscriptions</td>
<td>7,746</td>
<td>5,775</td>
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<tr>
<td>Support Scheme for Rural Specialists</td>
<td>118,737</td>
<td>11,699</td>
</tr>
<tr>
<td>Trophies, Medals &amp; Prizes</td>
<td>1,692</td>
<td>4,801</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>194,900</td>
<td>80,663</td>
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<tr>
<td>Conference, Seminar &amp; Meetings</td>
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<tr>
<td>Conference Expenses</td>
<td>5,707</td>
<td>10,253</td>
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<td>Council Expenses</td>
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<td>273</td>
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<td>Meeting Expenses</td>
<td>870</td>
<td>2,914</td>
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<tr>
<td>Travelling Expenses</td>
<td>32,839</td>
<td>46,615</td>
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<tr>
<td><strong>Total</strong></td>
<td>40,347</td>
<td>60,055</td>
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<tr>
<td>Employment Expenses</td>
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<td></td>
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<tr>
<td>Contractors</td>
<td>39,500</td>
<td>23,500</td>
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<tr>
<td>Annual Leave Provision</td>
<td>2,805</td>
<td>(3,832)</td>
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<td>Superannuation Contributions</td>
<td>12,004</td>
<td>11,305</td>
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<tr>
<td>Wages &amp; Salaries</td>
<td>128,968</td>
<td>129,781</td>
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<tr>
<td>WorkCover</td>
<td>1,950</td>
<td>1,286</td>
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<tr>
<td><strong>Total</strong></td>
<td>185,227</td>
<td>162,040</td>
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### Profit and Loss Account

for the year ended 30 June 2004

<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
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<tbody>
<tr>
<td><strong>Expenses (Cont.)</strong></td>
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<tr>
<td>Occupancy Costs</td>
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<td>Cleaning</td>
<td>5,617</td>
<td>5,486</td>
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<td>Electricity &amp; Gas</td>
<td>1,877</td>
<td>2,667</td>
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<td>Insurance</td>
<td>12,994</td>
<td>10,670</td>
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<tr>
<td>Rates &amp; Land Tax</td>
<td>2,063</td>
<td>1,583</td>
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<td><strong>Total Occupancy Costs</strong></td>
<td>22,551</td>
<td>20,406</td>
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<tr>
<td>Administration</td>
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<tr>
<td>Auditor’s Remuneration</td>
<td>9,000</td>
<td>9,300</td>
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<td>Bad Debts Written Off</td>
<td>12,714</td>
<td>9,845</td>
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<td>Bank Charges</td>
<td>7,387</td>
<td>7,091</td>
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<td>Computer Expenses</td>
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<td>Depreciation</td>
<td>3,857</td>
<td>4,039</td>
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<td>General Expenses</td>
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<td>6,270</td>
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<td>Legal Costs</td>
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<td>Photocopier Expenses</td>
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<td>Relocation Costs</td>
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<td>Repairs &amp; Maintenance</td>
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<td>Security Costs</td>
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<tr>
<td>Seminar, Course &amp; Meeting Expenses</td>
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<td>23,572</td>
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<td>Telephone</td>
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<td><strong>Total Administration</strong></td>
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<td>114,275</td>
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<td>559,179</td>
<td>437,439</td>
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**Operating Profit (Loss) Before Income Tax**

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<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
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<tbody>
<tr>
<td>Income Tax Expense</td>
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<tr>
<td>Operating Profit (Loss) After Income Tax</td>
<td>128,280</td>
<td>43,774</td>
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<tr>
<td>Transfer to (from) Special Funds</td>
<td>21,800</td>
<td>2,279</td>
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<td>Retained Profits (Losses) at 1st July 2003</td>
<td>215,080</td>
<td>46,023</td>
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<tr>
<td>Retained Profits at 30th June 2004</td>
<td>343,600</td>
<td>297,578</td>
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<table>
<thead>
<tr>
<th></th>
<th>2004</th>
<th>2003</th>
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<tbody>
<tr>
<td></td>
<td>343,680</td>
<td>343,601</td>
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</table>
LIST OF FELLOWS – 2004

AUSTRALIAN CAPITAL TERRITORY
Austin (AM), Tony K
Baker, Jennifer L
Cheah, David F
De Souza (AM), David
Donovan (ED), John W
Dumbrell, David M
Edmondson, Kenneth W
Elvin, Norman A
Evans (OBE), Cyril P
Hallett, Philip
Lambert, Rodney P
Langford (OBE), William A
Orchard, Barbara W
Proudfoot, Alexander
Ramsey (AM, CSC), Wayne P
Refshauge (AC), Sir William D
Sherbon, Anthony K
Wells (AM), Ronald H
White, Gordon E
Wilkins, (MBE), Peter S

NEW SOUTH WALES
Alexander, Jennifer A
Amos (AO), Bernard J
Appleton, William T
Baker, Andrew
Bashir, Marie (AC)
Bearham (Jnr), George P
Beazley, Ronald J
Becker, Andreas A
Benjamin, Susanne J
Bennett, Andrew G
Bennie, Alexander S
Best, John B
Blizard, Claire M
Blok, Charles R
Boiger, John R
Bolton, Patrick G
Boyd, Roger G
Brennan, Leonard B
Bull, Robert R
Burrows, Donald L
Cable, (RFD), Ronald H
Campbell, John D
Carless, Alan J
Catchlove, Barry R
Chan, Steevie S
Child (AM), Donald S
Cleary (OAM), Maurice P
Clifton, Christine L
Collins, John M
Conley, Jeanette C
Constance, Theodore J
Currow, Elwin G
Curteis, Owen G
Curtis, Paul W
De Carvalho, Vasco E
Desgrand, Vincent G
Dewdney, John C
Donnelly, Roy D
Doolan, David
Douglas, Paul
Duggan (AM), John M
Ellis, Vivienne M
Enders, Paul S
Finlayson, Peter J
Forster, Lesley S
Frost, Gavin W
Gardiner, Brett P
Gibbs, Cedric C
Gobius, Risto J
Golding, Robyn
Graves, Debra J
Greenwell, John B
Grimes, Donald
Grunseit, Barbara A
Guanlao, Luisito P
Harris, (AM), Keith W
Haski, Robert R
Hely, Joanna K
Ho, Leong K
Hockin, Ralph L
Holland, Howard J
Hooper, Roger C
Horvath (AO), Diana G
Hoyle, Philip M
Hughes, Geoff C
Jones, Roslyn E
Jump, Marie A
Kasap Draganja
Killen, Alice R
Kotze, Beth L
Latta, Alison
Laughlin, Allan D
Lee, Lynette A
Mackertich, Martin P
Mallarky, Stephen G
McDonald, Wayne L
McEwin (AM), Roderick G
Miskell, Sharon
Morey, Patricia S
Murugesan, Ganapathi A
Murthy, Raghu
Niall, Paul D
O’Brien, Lisa J
Palmer (AM), David H
Palmer, George R
Pantle, Annette C
Peters (OAM), Harry
Pilowsky, Eva J
Porter, Robert K
Price, Edward D
Ramsey, Charles W
Reeve (CBE), Thomas S
Repin, George D
Rewell, Ian L
Ruscoe, Warwick J
Saave, (OBE) Jan J
Sanger, Margaret M
Sara, Antony F
Scarf, Christopher G
Selle, (OBE) Hal
Sesnan, Kevin
Shea, Peter B
Shepherd, Webster G
Smith, Denis A
Smyth, Timothy J
Spencer, Ronald B
Stanhope (OAM), John Mck
Stanley, Peter H
Stewart, Gregory J
Storey, (AM), David M
Tindal, Mabel L
Tridgell, Paul K
Vago, Leslie
Vanderfield, Roger I
Ward, Nicola M
Wasti, Syed F
Waterhouse, Tamsin R

2004 ANNUAL REPORT
Hood, Dell A
Hope Virginia T
Kelly, Francesca
Levy, Lester
Nel, Andre
Patel, Arvind C
Pisk, Dennis W
Rankin, David B
Richards, Ruth
Robinson, Peter H
White, Janis M
Young, Wilson W

**Overseas**

Baxter, Malcolm A – England
Christie, John C – Papua New Guinea
Davidson, Lindsay A – United Kingdom
Duncan, David R – Saudi Arabia
Fatin, Neil – Canada
Fong, Ben Y – Hong Kong
Ho, William S – Hong Kong
Hodge, Marcus H – Philippines
Jacobalis, Samsi – Indonesia
Jones, Fredrick G – United States of America
Kukreja, Anil K – Malaysia
Lee, Shiu H – Hong Kong
Lo, Su Vui – Hong Kong
Long, Seh C – Malaysia
Marikar, Kadar M.A. – Malaysia
Parker, Ronald W – England
Rajput, Abdul M – Pakistan
Rees, Neville C – United Arab Emirates
Sannasey, Gummadi – Malaysia
Sathiaseelan, Nagamoney K – Malaysia
Shaw, Rosalie J – Singapore
Sills, Thomas D – United States of America
Singh, Kartar – Malaysia
Smart, Timothy F – Fiji
So, Kathleen – Hong Kong
Spence, Derek W – England
Stokoe, Philip – Indonesia
Yeoh, EK – Hong Kong
**List of Members – 2004**

**Australian Capital Territory**

- Buckingham, John M
- Dickson, Graham J
- Gatenby, Paul A
- Griffin, Robert C
- Killer (AO), Graeme T
- Mays, Lawrence J
- Richardson, Drew B
- Ross, James A
- Wärfe (CSC), Peter G

**New South Wales**

- Alexander, Ion S
- Arthursom, Robert M
- Brown, Katherine M
- Brydon, Michael P
- Bull, Colin A
- Byth, Philip L
- Chapman, Michael G
- Chua, Chong T
- Clark, Leon W
- Claxton, Robert C
- Dayan, Linda S
- Dennington, Peta M
- Einfeld, Stewart L
- Ellis, Peter S
- Evans, Lynleigh
- Fletcher, Nicholas J
- Gatt, Stephen P
- Ginger, Margaret A
- Gorman, David J
- Grace, Julienne
- Hanson, Ralph M
- Harrison, John A
- Henry, Richard L
- Hilton, John M
- Ho, Maria T
- Kearney, Marie T
- Kossoff, Lana
- Kremer (OAM), Edward P
- Lee, Cheok S
- Li, Stephen C
- Liddell, Stephanie J
- Lowe, Kevin G
- Mackie, James D
- Mahlo, Karen L
- Malik, Mushtaq A
- Matheson, John M
- McEncroe, Jaime A
- McGrath, Katherine
- McInnes, Jennifer E

**Northern Territory**

- McLean, Anthony S
- Molloy, (RFD) William B
- Oakeshott (AM), Robert J
- Pohlen, Grahame J
- Pritchard, Geoffrey R
- Rajkumar, Sadanand
- Reppas, Napoleon P
- Roberts, John C
- Robinson, Denise M
- Shell, Allan M
- Smith, Michael C
- Spark, Robert B
- Speechley, Ronald A
- Stone, Bevan H
- Vinen, John D
- Walker, Andrew
- Way, Raymond T
- Wells, John V
- White, Leslie

**Queensland**

- Abdi, Ehtesham A
- Alcorn, David A
- Allison, Roger W
- Brecciaroli, Fabio R
- Buckland, Stephen M
- Colby, Anthony C
- Costello, Stephen M
- Dascalu, Jack
- Emonson, David L
- Goonetilleke, Patricia H
- Groesseler, Adrian J
- Hanson, Dale W
- Hodges, Barry A
- Joshi, Viney
- Killer, Douglas V
- Kirubakaran, Meshach G
- Langlois, Suzanne L
- Leggat, Peter A
- Lewin, Morris W
- Lewis-Driver, David J
- Likely, Michael J
- Mahoney, Mary D
- Mansoor, Manadeth
- McCrossin, Robert B
- Menon, Mahesh
- Mottarelly, Ian W
- Moyle, Robert J
- Nydam, Kees

**South Australia**

- Oliver, Nicholas W
- O’Connor, Clive B
- O’Shea, Barbara F
- Presley, Robert S
- Quigley, David T
- Redclan, Jill G
- Rowan, Christian A
- Rudd, Shaun T
- Seet, Geoffrey P
- Staines, Donald R
- Unwin, Alston M
- Vecchio, Phillip C
- Vickery, Enid S
- Wilson, John G
- Withers, Stephen J
- Xabregas, Antonio A
- Yellowlees, Peter M

**Tasmania**

- Atkinson, Robert N
- Baggoley, Christopher J
- Barrett, Robert J
- Del Fante, Peter
- Edwards, Robert M
- Elcock, John M
- Fletcher, Ian A
- Flett, Peter J
- Hale, Claire M
- Kelly, Richard W
- Lee, Wah H
- Lethlean, Margaret G
- Misan, David R
- Oliver, Ian N
- Penhall, Robert K
- Phillips, Patrick J
- Rainsford, Paul M
- Roex, Alphonse J
- Shroff, Behzad D
- Singla, Amita A
- Szekely, Suzanne, M
- Wong, Anthony K

**Southern Australia**

- Atkinson, Robert N
- Baggoley, Christopher J
- Barrett, Robert J
- Del Fante, Peter
- Edwards, Robert M
- Elcock, John M
- Fletcher, Ian A
- Flett, Peter J
- Hale, Claire M
- Kelly, Richard W
- Lee, Wah H
- Lethlean, Margaret G
- Misan, David R
- Oliver, Ian N
- Penhall, Robert K
- Phillips, Patrick J
- Rainsford, Paul M
- Roex, Alphonse J
- Shroff, Behzad D
- Singla, Amita A
- Szekely, Suzanne, M
- Wong, Anthony K

**Tasmania**

- Haughton, Marianne W
- Hickman, John A
- Muller, Hans K
- Parton, Rosalie H
**Victoria**

Alexander, Barry R  
Allen, David G  
Allen, Peter S  
Ambikapathy, Arunasalam  
Argumugam, Arumugam A  
Balla, John I  
Barton, David A  
Bell, Richard  
Bohra, Suresh  
Bolsin, Stephen N  
Boyce, Neil W  
Brooks, Anne Marie V  
Bryan, Sheila  
Bryant, Michael G  
Burrows (AO), Graham D  
Callaly, Thomas  
Castle, Robert N  
Chao, Michael W  
Chinnasamy, Dhamodharan  
Chopra, Prem K  
Conyers, Robert A  
Cordner, Stephen M  
Dewan, Patrick A  
Diamond, Nicholas C  
Drummond, Roslyn M  
Fawcett, Rodney I  
Fielding, John M  
Fitzgerald, Mark C  
Francis, Paul H  
Fraser, Simon H  
Handley, Paul A  
Ibrahim, Joseph E  
Janson, Adam R  
Jefford, Michael H  
Jensen, Frederick O  
Judson, Rodney T  
Kambourakis, Anthony G  
Kennelly, Eric J  
Kolawole, Helen  
Langton, David  
Lording, Douglas W  
Lowthian, Peter J  
Lynch, Rodney M  
McHenry, Raymond C  
McRae, Roderick J  
Mudallar, Selva N  
Perera, Mahendra H  
Phelen, Peter D  
Prince, Henry M  
Rambaldo, Salvatore  
Rodrigo, Rohith  
Rosenfeld, Jeffrey  
Rozen, Leon  
Russell, Colin O  
Schiffer, Denis A  
Shearer, William A  
Shields, Richard D  
Smith, Jacqueline B  
Snell, Anthony P  
Spencer, John C  
Stocky, Andrew J  
Tan, Gim A  
Vaughan, Stephen L  
Vijayakumar, Kandasamy  
Waring, Paul M  
Wassertbeil, Jeff  
Waters, Mary J  
Waxman, Bruce P  
Weeks, Anthony M  
White, Craig A  
Williams, Daryl L  
Williams, Richard A  
Wolff, Alan M  
Wong, Michael T  
Woodhouse, Paul D  
Zubevich, John L  

**Overseas**

Baig, Muhammed A – Pakistan  
Baqir, Yasir A – Oman  
Choo, Kelvin L – United Kingdom  
Chu, Ferdinand S – Hong Kong  
Giele, Henk P – United Kingdom  
Hawkins, Robert C – Malaysia  
Kisely, Stephen R – Canada  
Lam, Tai-Pong – Hong Kong  
MacFarlane, Campbell – South Africa  
McEachen, Stuart C – South Africa  
Mahar, Abdul – Saudi Arabia  
Menon, Suresh K – India  
Pullela, Visweswara R. – Canada  
Rao, Gudavalli V – India  
Thomas, Adrian P – United States of America  
Win, Kyaw – Burma  
Yon, Rohaizat B – Malaysia  

**Western Australia**

Barratt, Peter S  
Davidson, Rowen M  
Davies, Diane M  
Davies, Keith L  
Donnelly, Anne  
Graydon, Robert H  
Hodge, Ann L  
Hutchison, Brian G  
Joseph, David J  
Keller, Anthony J  
Langford, Stephen A  
Mark, Paul D  
O’Connor, Alan E  
Quigley, Allan J  
Rhodes, Helen C  
Stokes, (RFD), Bryant A  
Thompson, Philip J  
Vaughan, Richard J  
Wong, Kingsley S  

**New Zealand**

Brown, Thomas P  
Chew, Chung K  
Choi, Philip M  
Davison, Susan J  
Doehring, Richard O  
Henneveld, Loek R  
Jessamine, Stewart S  
McLaughlin, Virginia A  
Moss, Gerald A  
Pelkowitz, Allan R  
Shirley, Alan J
LIST OF CANDIDATES – 2004

AUSTRALIAN CAPITAL TERRITORY
Blakley, Roslyn J
Hallam, Lavinia
O’Leary, Elizabeth M
Rushbrook, Elizabeth C
Seah, Michael T

NEW SOUTH WALES
Appleton, Joanne
Beswick, Theresa A
Burnand, Josephine T
Burnett, Leslie
Cudmore, Gerard P
Ealing, Catherine A
Farrow, Glendon B
Gallagher, Siun M
Gilhotra, Jagmohan S
Hills, Michael W
King, Michael R
Lamplugh, Ross C
Liew, Siew Foong
Mackinnon, Angus M
McGirr, Joseph G
Macpherson, Linda
Mok, Anne ML
Mortimer, Jon
O’Connor, Nicholas J
Olsen, John R
Parrish, Mark M
Parsons, Helen E
Poustie, David
Ramesh, Nadarajah
Ross, Bronwen A
Rumma, Pauline Y
Saker, Stuart B
Sanderson, Russell B
Sharkey, Sarah E
Stone, Michael J
Tse, Vicki
Zwatzka, Nelly

SOUTH AUSTRALIA
Barrington, Dianne L
Brayley, John Q
Tideman, Sally

TASMANIA
Choudhary, Sachin

VICTORIA
Ahern, Susannah F
Cendana-Paiva, Maria E
Damodaran, Saji S
Davies, Glenn A
Dwyer, Alison J
Fisher, Simon A
Gallichio, John L
Howlett, Glenn R
Katsoris, Joanne
Kelly, David N
Lim, Marrissa E
Longmore, Peter G
Lubliner, Mark
Madas, Eshwar
Mohr, Malcolm L
Moore, Carmel M
Naidoo, Humsha K
Ng, Su-Peing
Oakley Browne, Mark A
Offenberger, Arona
Sandford, Alan S
Saxena, Atima
Sdrinis, Susan

Seidl, Isaac A
Stafrace, Simon P
Taylor, Michael D
Trye, Peter J
Wilkinson, Roy C
Williamson, Geoffrey D

WESTERN AUSTRALIA
Adesanya, Adesina
Bydder, Sean A
Fong, Neale W
Frazer, Amanda RL
Robins, Anthony M

NEW ZEALAND
Bolevich, Zoran
Chew, Gerald S
Morris, Kevin A
Paul, Gershu C
Pratt, Robin
Rae, Brendon G

OVERSEAS
Jeremijenko, Andrew M – Indonesia
Murray, Adin C – United States of America
### SUMMARY OF FELLOWS, MEMBERS AND CANDIDATES – 2004

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<tr>
<th>Membership Category</th>
<th>ACT</th>
<th>NSW</th>
<th>NT</th>
<th>QLD</th>
<th>SA</th>
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<th>VIC</th>
<th>WA</th>
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<td>Fellows</td>
<td>20</td>
<td>120</td>
<td>7</td>
<td>78</td>
<td>30</td>
<td>7</td>
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