
1995

77th Annual Report

The Queen Elizabeth Centre

53 Lytton Street, Carlton, Victoria 3053

THE QUEEN ELIZABETH CENTRE

The Queen Elizabeth Centre, Carlton, Victoria is a registered Schedule I Public Hospital (Primary Care Division) and is a body corporate by operation in accordance with the Health Services Act, 1988.

The affairs of the Centre are the responsibility of the Board of Management in accordance with the Health Services Act, 1988. The hospital charges fees in accordance with Department of Health & Community Services Victoria. During the past financial year the Hon. Marie Tehan, M.P. was the Minister for Health.

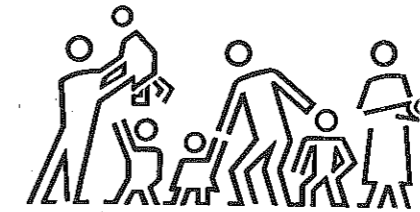
In addition to the general parenting programmes QEC also provides more specific and specialised individual services to those parents with additional needs such as adolescent parents, those with intellectual disability, psychiatric problems or substance dependent parents and those of non-English speaking or Koori backgrounds.

Services are provided through residential programmes, Day Stay programmes and a privately funded Community Outreach programme. QEC also operates two Day Nurseries with a total of 75 places. Carlton Creche has 45 places and QEC Day Nursery has 30 places.

HISTORY

The Baby Health Centres movement in Victoria was established in June 1917. It was conceived and initiated through voluntary effort and with voluntary funds. The movement was initiated by the late Dr. Younger Ross, the late Mrs. J. Hemphill and the late Mrs. W. Ramsay.

- 1917 - the Victorian Baby Health Centres movement established.
- 1928 - first residential Centre for training Infant Welfare nurses was established next door to The Women's Hospital
- 1934 - the Queen Elizabeth Hospital for Mothers & Babies registered under the Hospitals and Charities Act
- 1950 - the V.B.H.C.A. incorporated under Section 46 of the Hospitals and Charities Act.
- 1951 - V.B.H.C.A. transferred its work and training and care of mothers and babies to the newly renovated Queen Elizabeth Maternal & Child Health Centre and Hospital for Mothers & Babies in Carlton
- 1951-79 - training of Infant Welfare Sisters and Mothercraft Nurses conducted at Queen Elizabeth Hospital for Mothers & Babies in Carlton
- 1969 - new hospital-Building Appeal launched by Lady Curtis, President, Committee of Management
- 1973 - new hospital building opened
- 1979 - Queen Elizabeth Day Nursery opened
- 1983 - Queen Elizabeth Auxiliary established
- 1986 - name changed to The Queen Elizabeth Centre to incorporate all services
- 1989 - Carlton Creche and Day Nursery amalgamated with the Queen Elizabeth Centre
- 1993 - Community Outreach Nurse Service commenced, funded by private donations
- 1993 - QEC transferred to Primary Care Division;
- 1993 - June Shaw Wing opened
- 1994 - Day Patient Clinics commenced
- 1995 - Closure of QEC Children's Unit



REPORT OF THE QUEEN ELIZABETH CENTRE & FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 1995

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The Queen Elizabeth Centre
53 Lytton Street, Carlton, Victoria 3053
Telephone: 9347-2777 Fax: 9347-2779

THE QUEEN ELIZABETH CENTRE

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The affairs of the Centre are the responsibility of the Board of Management in accordance with the Health Services Act, 1988.

OBJECTS

The objects of The Queen Elizabeth Centre are:

- (i) to maintain a hospital for parents and newborn infants and to provide facilities for babies and children who are in need of special care;
- (ii) to provide high quality family care, having regard to the physical, intellectual, social and emotional needs of family members and with particular concern for the welfare of parents and their young children;
- (iii) to encourage and promote breast feeding; but being cognisant of associated difficulties and alternative methods of infant feeding;
- (iv) to care for children at risk;
- (v) to recognize and respect the the individual needs of families and children in the care of The Queen Elizabeth Centre;
- (vi) to promote the optimum development of each child;
- (vii) to improve the quality of parent and family management skills for parents and children in Victoria;
- (viii) to assist in the education of parents in the care of their children;
- (ix) to contribute to ongoing educational programmes for health care professionals;
- (x) to assist in the development of existing health, family and childcare services and ensure that such services respond to community needs;
- (xi) to raise the level of community awareness on relevant issues relating to infancy, child development and family care; and
- (xii) to increase public awareness of The Queen Elizabeth Centre as a community resource, specializing in mothercraft, family care nursing, child development and maternal and child care.

BOARD OF MANAGEMENT

MEMBERS, OFFICE BEARERS & SENIOR STAFF
as at 30 June, 1995

PATRON: Mrs June Shaw

PRESIDENT:

Mr. David Dyer, A.M., M.A. (Oxon), Dip. Ed., F.A.C.E.

VICE PRESIDENTS:

Acting Superintendent Vicki Fraser, A.P.M.

Dr. John Spensley, M.B.B.S., F.R.A.C.P.

HONORARY TREASURER:

Mrs. Patricia Summers, B.Comm., C.A. (S.A.), A.C.A. (leave 1/10/95-31/5/95)

Mr. Graeme McRae, F.C.A., F.C.P.A., A.C.I.S., A.C.I.M., A.I.Arb.A., M.A.I.C.D. (Acting Treasurer)

COMMITTEE MEMBERS:

Ms. Lorna Blair, R.N., R.M., D.P.H.N., F.A.C.N, Cert. T.E.C.D. (Macquarie U.)

Mrs. Denise Brown, B.A. (Melb.), Dip.Soc.Stud. (Melb.), Grad.Dip.Ed. (Couns.), (R.M.I.T.), M.A.Ps.S.

Ms Andrea Coote, B.A.(Melb.), A.L.I.A., T.T.T.C. (from November 1994)

Mr. Christopher Hansen, B.Comm.(Melb.), L.L.B.(Melb.)

Mr. Anthony Larkin, B.Sc.(Hons), M.Ed., M.A.C.E.

Dr. Campbell Paul, M.B.B.S., F.R.A.N.Z.C.P.

Mr. Robert White, Dip.Nat.College U.K.(London) (from November 1994)

CHIEF EXECUTIVE OFFICER: Mr. S. Seymour, B.Bus., G.Dip. Health Adm., F.C.H.S.E., C.H.E., F.C.I.M., C.M.A.H.R.I., A.F.A.I.M., A.C.I.S.

DIRECTOR OF MEDICAL SERVICES: Dr. G. Danielson, M.B.B.S.

DIRECTOR OF NURSING SERVICES: Ms. Mignon Mant, R.N., R.M., M.& C.H.N., Assoc. Dip.Bus. (Health Adm.), A.F.C.H.S.E., C.H.E.

FINANCE OFFICER: Mr. K. Lumley, C.P.A., A.H.S.F.M.A.

HON. SOLICITORS: Mallesons Stephen Jaques

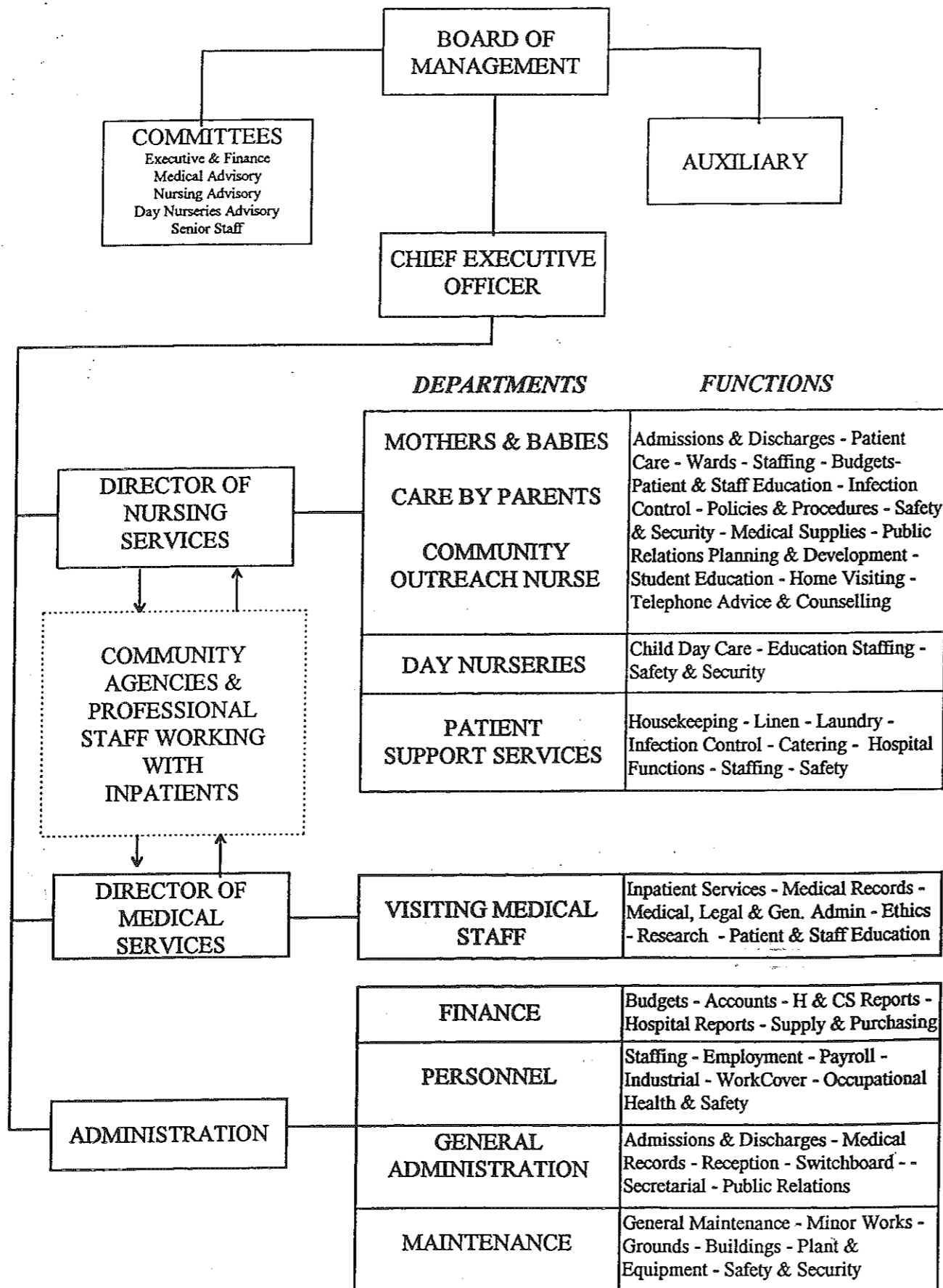
AUDITORS: Auditor-General Victoria

AGENT: Danby Bland Provan & Company

BANKERS: National Australia Bank.

BOARD OF MANAGEMENT

ORGANISATION CHART



BOARD OF MANAGEMENT

PRESIDENT'S REPORT

Notwithstanding many difficulties and frustrations, the 1994-95 year has been a time when QEC maintained a high standard of performance in the delivery of the wide range of services it provides by way of family care. I commend to you the reports of the Director of Medical Services, the Director of Nursing Services and the Chief Executive Officer which bear testimony to this.

Again, within the limits of a very restricted budget, the chief difficulty has been to maintain the services for which there continues to be a clearly demonstrated need in the community. I referred to this in some detail in my last Annual Report and so beyond indicating that in this respect in the last 12 months the situation has been even more difficult there is nothing new to be said.

Since 1989 QEC has had no choice but to reduce staffing levels in the areas of maintenance, domestic services and catering by 4.93 positions. During the same period of time, to ensure efficiency in administration and to carry out additional tasks imposed on the Hospital, 1.4 E.F.T. positions were re-established in medical records, payroll and clerical areas. This means that since 1989 there has been a nett 8% reduction in staffing. Obviously in what is a small operation only a small basic staff is employed and for this reason there is neither the flexibility available as in a larger institution nor is there scope to make further reductions in salaries/wages without eliminating some of the services on which our clients depend.

For example, we have so far resisted reducing the services that traditionally have been available at weekends, when penalty rates apply, simply because we believe that those families in greatest need of support would be seriously disadvantaged.

A second related difficulty has been a succession of unavoidable urgent maintenance works, especially involving plumbing. Little of the QEC plant was constructed in such ways as to be longlasting and much of it has reached a stage where large sums of money will be needed to bring it up to a satisfactory standard. Recently, at the request of H&CSV a full maintenance audit was undertaken and its findings considerably influenced the Government's decision to sell the property.

Probably the greatest frustration, and one shared with many hospitals in Victoria and across the nation, has been a high degree of uncertainty as to where our future lies. There is a natural inbuilt resistance to change but reform is not necessarily detrimental nor will it inevitably prevent QEC from continuing to meet the ever-increasing needs of parents and the extreme young. Change for the sake of change is unacceptable and much that we do should sensibly be preserved.

Certainly the changes are being imposed on us from outside: the Government, in its wisdom, has made non-negotiable decisions that the Lytton Street site will be sold and that the new QEC will be located in the Southern Region.

BOARD OF MANAGEMENT

PRESIDENT'S REPORT

At the time of writing this report it is not known exactly where in the Southern Region but Minister Marie Tehan has given assurances that it will be well served by public transport and will be no further than the Monash Medical Centre. A concern of the Board of Management had been the possibility of a location which would seriously inconvenience many of our clients who come from every region of Victoria and beyond. It is interesting to note that 41.7% of our patient referrals in the last six months of 1994 came from the North Eastern Metropolitan area.

Over the same period of time 28% of patients came from the Southern Region, 21.9% from the Western Metropolitan Region and the remaining 8.4% came from country areas.

It is not outside the bounds of possibility that with the changes of location QEC will find that it has to operate in a manner that is somewhat different from the past. Certainly there will always be pressures to ensure that only cost effective services are provided. Already H&CS have imposed very strict limitations on the acceptance of unaccompanied children. This is something to which I referred in my last report and I do not resile from the point of view I then expressed. However, the Health Department's decision has meant that the Children's ward is being redesigned to convert the existing infant area to three Care by Parent Units. This will help meet an ever-increasing need. The choice the Board of Management has faced is between determining what is vital for QEC and adapting in the way that will preserve these essentials or blindly resisting every aspect of change.

The latter course, I believe would have ensured that much that is valuable would have been swept away, like King Canute before the incoming tide.

In face-to-face and useful discussions with the Minister early in July a delegation from the Board of Management was given helpful advice. In particular, we were pleased to learn that the Minister agreed that there should be flexibility in the services provided by Melbourne's three Early Parenting Centres and that there should be no need for each Centre to provide exactly the same services in the same way. The Board has welcomed the Minister's acknowledgment of the need for the multi-disciplinary services provided by QEC when complex additional problems affect parenting issues. The wide variety of such problems are indicated in the table: "Simple Index Classification" on page 17 of the Annual Report. On the part of QEC it is recognised that there needs to be ongoing close cooperation between the three Centres so that the services each provides are complementary. Similarly, QEC understands the importance of continuing and developing our dialogue and linkages with Psychiatric Services.

It was also encouraging to note that the Minister appeared to support the current level of medical services. Further, Mrs Tehan gave two important assurances. First, it is understood that the capital cost of building a new state-of-the-art purpose-built Centre would not depend on what would be available from the balance of the sale of the Lytton Street Property after the normal percentage of the sale price of Crown Land had been returned to general revenue.

BOARD OF MANAGEMENT

PRESIDENT'S REPORT

The second important assurance, to which I have referred above, was that the new site would be within easy reach of public transport and no further out of the city than is the Monash Medical Centre.

Clearly much still remains to be decided and, as decisions are made following ongoing discussions between H&CS and Hospital Management, all interested parties will be kept informed. Unfortunately until the meeting with the Minister no definitive statements could be made. Consequently levels of anxiety were raised and particularly as there appear to have been a number of rumours circulating.

There are now good reasons for everyone involved in and concerned about the future of QEC to think and act positively. The kinds of change envisaged can be seen as exciting and worthwhile challenges for everyone involved. Self-interest has to be eschewed.

In this time of change one condition will remain unaltered: there will be no increase in public funding through H&CSV. In 1994-95 QEC's work has been very much sustained by further remarkable contributions from the Foundation and the Auxiliary. The importance of these two organisations cannot be overstated. Undoubtedly and understandably both organisations in recent months have had deep and genuine concerns about QEC's future and these have a possible flow-on effect on fund raising capacity. If, in its new location, QEC is to maintain and enhance the services it provides for families in serious need, strong private input of funds will be needed more than ever.

To illustrate this it seems relevant to refer to a new programme currently under consideration - the Southern Metropolitan Region Day Stay Programme. This programme would provide families in the City of Greater Dandenong with parenting support and education. The Community Support Fund has in the first year guaranteed \$80,000 towards this programme but the estimated recurrent costs exceed this figure of \$80,000 by a relatively small amount and there is also a shortfall of the order of \$20,000 in providing an establishment fund for essential equipment. These moneys would have to be funded from private sources before the Board of Management responsibly could give approval to a programme that would be of great benefit to families living in an area facing undue hardship. The 1995/96 hospital budget has no capacity to meet any of the cost of new programmes. By the same token, for budgetary reasons, there can be no question of engaging a kindergarten teacher for one of the Day Nurseries nor of reducing the Christmas shut-down period in either of the Day Nurseries.

Everyone with more than a passing interest in QEC has been affected by the uncertainty of the last two years, but no-one more than those members of staff who keep the machine running smoothly on a day-to-day basis. The Board of Management very much appreciates the loyal and most effective service that has been given by all staff members in the past year. This has been a precious tradition of this hospital and there is undoubted evidence that our patients, who must be our prime concern, are most grateful for it.

BOARD OF MANAGEMENT

PRESIDENT'S REPORT

On a personal note I express my thanks for the special contributions made by so many members of staff to assist me; these have gone beyond the call of duty. Similarly many Board Members have given most generously of their time, energy and skills; this is something I certainly do not take for granted.

After ten years as a Board Member, two as President and six as Honorary Treasurer, Mr Graeme McRae has indicated that the pressures of his professional life make it impossible for him to continue as a Board Member. Mr McRae has made an outstanding contribution: his capacity to work through seemingly insoluble problems and to raise questions that come to the heart of an issue will be greatly missed. He was the driving force behind Plan 2000, a document that will be of importance as QEC faces its new challenges. Mr McRae will leave a gap that will be hard to fill.

Ms Lorna Blair and Mrs Denise Brown have also indicated that they will be retiring from the Board and their contributions have been greatly valued. At the suggestion of the Minister, new Board appointments will not be made until firm decisions about QEC's future have been decided. At the same time, it is pleasing to note that there has been an encouraging number of well qualified and experienced people showing an interest in becoming a Board Member.

I have decided that this should be my last year as President of the Board but at the Minister's request I have agreed to continue to remain as President through this period of some uncertainty. I certainly expect that this will be my last contribution to a QEC Annual Report and in closing it I express my heartfelt thanks to the Board for their support and patience with my many shortcomings, as I do to all those members of staff for their efforts on my behalf and their friendly cooperation.

Best wishes to you all for the future,

David Dyer
President of the Board of Management

BOARD OF MANAGEMENT

MEDICAL ADVISORY COMMITTEE

Like a majority of Victorian hospitals, in 1995, the future of the Queen Elizabeth Centre has been in question.

The major focus of the Medical Advisory Committee through this year, has been ensuring the future of the QEC as a service of excellence. With the inclusion of QEC under primary health care, its functioning has come under scrutiny. Government policy of regionalisation and decentralisation has led to the decision of QEC's relocation to the southern suburbs. The necessity of this has been accepted, but not without reservations, based on a nostalgic attachment to the current centre, the relevance of location to the current medical staff's continuing involvement, and more importantly, concern re provisions for the current clientele of QEC many of whom are from the north and eastern suburbs.

Of even greater concern to the committee, has been ensuring that a relocated QEC would be able to offer the full range of services currently provided.

It was felt that QEC worked under a different model from that proposed by the

Department of Health & Community Services as being the model of choice, and whilst the QEC model might mean a longer stay and higher levels of intervention, it was felt this represented a more appropriate intervention for the complex problems presented by our clientele, ensuring a better response and promoting full recovery with less likelihood of relapse.

Whilst this is clearly an issue for a relocated QEC, it has also become an issue this year with Health & Community Services decision not to allow the admission of unaccompanied children. As this has been an area where QEC has traditionally been of great support to Protective Services, this has caused some consternation.

We look forward to 1996 with continued concern, but cautious optimism that the service will continue in its tradition of a service of excellence for needy women and infants.

Dr Anne Buist, M.B.B.S., M.Med., F.R.A.N.Z.C.P.
President, Medical Advisory Committee

MEDICAL ADVISORY COMMITTEE

President

Dr. Anne Buist, M.B.B.S., M. Med., F.R.A.N.Z.C.P.

Secretary

Dr. Greta Danielson, M.B.B.S.

Members

Dr. David Downing, M.B.B.S., F.R.A.C.P.

Dr. Marilyn Murnane, M.B.B.S., F.R.A.C.P., D.C.H., D.D.U.

Dr. Campbell Paul, M.B.B.S., F.R.A.N.Z.C.P.

Dr. Nick Paolletti, M.B.B.S., D.P.M. (Melb), F.R.A.N.Z.C.P.

Dr. Gideon Saaroni, M.B.B.S.

Dr. John Spensley, M.B.B.S., F.R.A.C.P.

Ms. Frances Thomson-Salo, LL.B., M.A.C.P. Consultant Child Psychotherapist

Dr. Krishna Vaddadi, M.B.B.S., M.Phil., F.R.C.Psych., D.P.M.

MANAGEMENT

THE YEAR IN REVIEW

Report on General Operations

In accordance with the directions of the Minister for Finance under the financial Management Act 1994 the following matters are declared:

- 1 Members of Health & Community Board of Management and senior management are not required to lodge declarations of pecuniary interest.
- 2 The hospital charges fees in accordance with the Department of Health & Community Services Victoria Directives, issued under Regulation 8 of the Hospital and Charities (Fees) Regulations 1986 as amended.
- 3 For the period ending 30th June 1995, two requests were received under the Freedom of Information Act 1982.
- 4 One only consultancy appointed occurred during the year - total fees \$9,880.
- 5 In relation to section 9.1.3. (h) of the Financial Management Act 1994

In accordance with the requirements of the Public Authorities (Equal Employment Opportunity) Act 1990 the following details relating to QEC's workforce by labour categories is provided, as per ASCO groupings.

Labour Categories	Male	Female	TOTAL
Managers	1	1	2
Professionals	1	1	2
Para Professionals		20	20
Tradespersons	1	3	4
Clerks		4	4
Sales/Personal Services		40	40
Labourers	1	11	13
TOTAL	4	81	85

- * Current staff members, includes full and part time: **note does not reflect EFT**
- * the above staffing groups relate to salaried/wage staff only, **NOT** Visiting Medical Staff
- * QEC's EEO Officer is Mr K. Lumley, Finance Director
- * Includes QEC Day Nursery Staff

Legislative Changes

As a public hospital, QEC does not administer any Acts directly. The Health Services Act 1988 is the vehicle by which

regarding Standards for Publicly Owned Buildings a Maintenance Audit was undertaken by the Department of Building) February 1995 on behalf of Health & Community Services and this Centre.

- 6 Major repairs to counter the effects of rising damp were carried out during the year and complied with the provisions of the Building Act 1993.

Staffing Issues

- 1) Staff Costs: For hospital units, salaries and wages totalled \$1,561,629 and for the Day Nurseries - \$418,738
- 2) WorkCover: Nine claims registered, total working hours lost amounted to hours, cost \$3,454.
- 3) I am pleased to report that for the tenth year in succession QEC recorded NO TIME LOST due to Industrial Disputes.

the hospital is incorporated and prescribes the manner in which it is regulated.

MANAGEMENT

THE YEAR IN REVIEW

COMPARATIVE PERFORMANCE DATA 1990/91 -1994/5

	90/91	91/92	92/93	93/94	94/95
PATIENTS					
Patients Admitted	1367	1538	1529	1868	1859
Total Bed Days	8972	9671	9425	10,231	8,966
Av. Length of Stay	6.5 days	6.29 days	6.16 days	5.5 days	4.9 days
Occupancy	68.3%	73.6%	68%	73.8%	95.76
Cost Per Bed Day	\$239.50	\$229.05	\$230.80	\$212.63	\$245.16
% Patient. Increase	+7.3%	+12.5%	-0.05%	+22%	-0.04%
Registered Beds	40	40	40	40	40
Actual beds in use	36	36	38	38	30
BUDGET					
H&CS Operating Grants	\$1,691,671	\$1,656,454	\$1,514,046	\$1,497,100	\$1,560,700
H&CS Budget Cut%	1.2%	3.5%	4.2%	5.4%	4.9%
Reduction	\$24,000	\$71,200	\$83,800	\$109,300	\$93,100
STAFFING					
Time Lost - Industrial WorkCover	NIL 760 hrs	NIL 271.5 hrs.	NIL 466 hrs.	NIL 1.5 hrs	NIL 268.25 hrs
Education/Training of students from Uni, Colleges, TAFES	810 days	1915 hrs.	3095 hrs	1853 hrs	2498 hrs
DEVELOPMENT					
H&CS Grants					\$33,333 \$28,000
Minor Works \$	Nil	\$24,450	Nil	\$11,985	\$79,850
QEC Capital/Auxiliary QEC Foundation	\$255,024.04	\$108,583.93	\$178,041.92	\$101,357	\$5,000 \$107,990

SUMMARY TO 1994/5

- Occupancy based on total of 30 beds operating for 312 days
- Whilst a 4.9% (\$93,100) budget cut was imposed by the Department, adjustments were made to the private patient fee component of the revenue budget to reflect a more realistic level of income. This, together with adjustments made in relation to wage award increases and CPI effectively resulted in a nett increase in grants of \$63,600.
- Increase in bed costs attributed to closure of hospital wards for five weeks in MABU and eight weeks in Children's & Care by Parent Units during major refurbishing works - resulted in 1265 bed

days fewer than previous year. The QE Day Nursery was used for emergency admissions during this period.

- H&CS grants included \$79,850 in extraordinary maintenance; \$28,000 capital grant for remodelling of Children's Unit to provide three additional Care by Parent Units; and \$33,333.33 from Southern Metropolitan Region as first payment under Community Support Fund 1994/95 for an Early Parenting Day Stay Programme in the Southern Metropolitan Region which will be implemented once agreement has been reached on certain capital and recurrent costs.

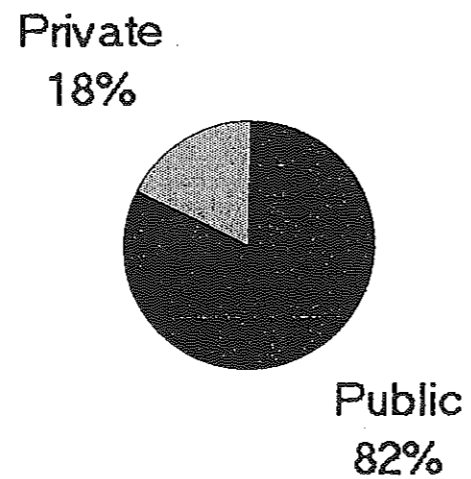
THE YEAR IN REVIEW

Patients by Financial Classification

1. For Period 1/7/93 to 30/6/94

Classification	No of Patients	No Bed Days	% Patients
Public	1540	7966	82.4
Private	328	2265	17.6
Total	* 1868	10231	100

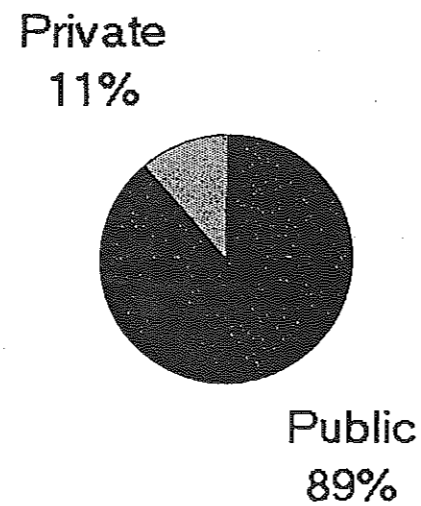
* Includes 481 Day Patients



2. For Period 1/7/94 to 30/6/95

Classification	No of Patients	No Bed Days	% Patients
Public	1649	6874	88.7
Private	210	1642	11.3
Total	1859	8336	100

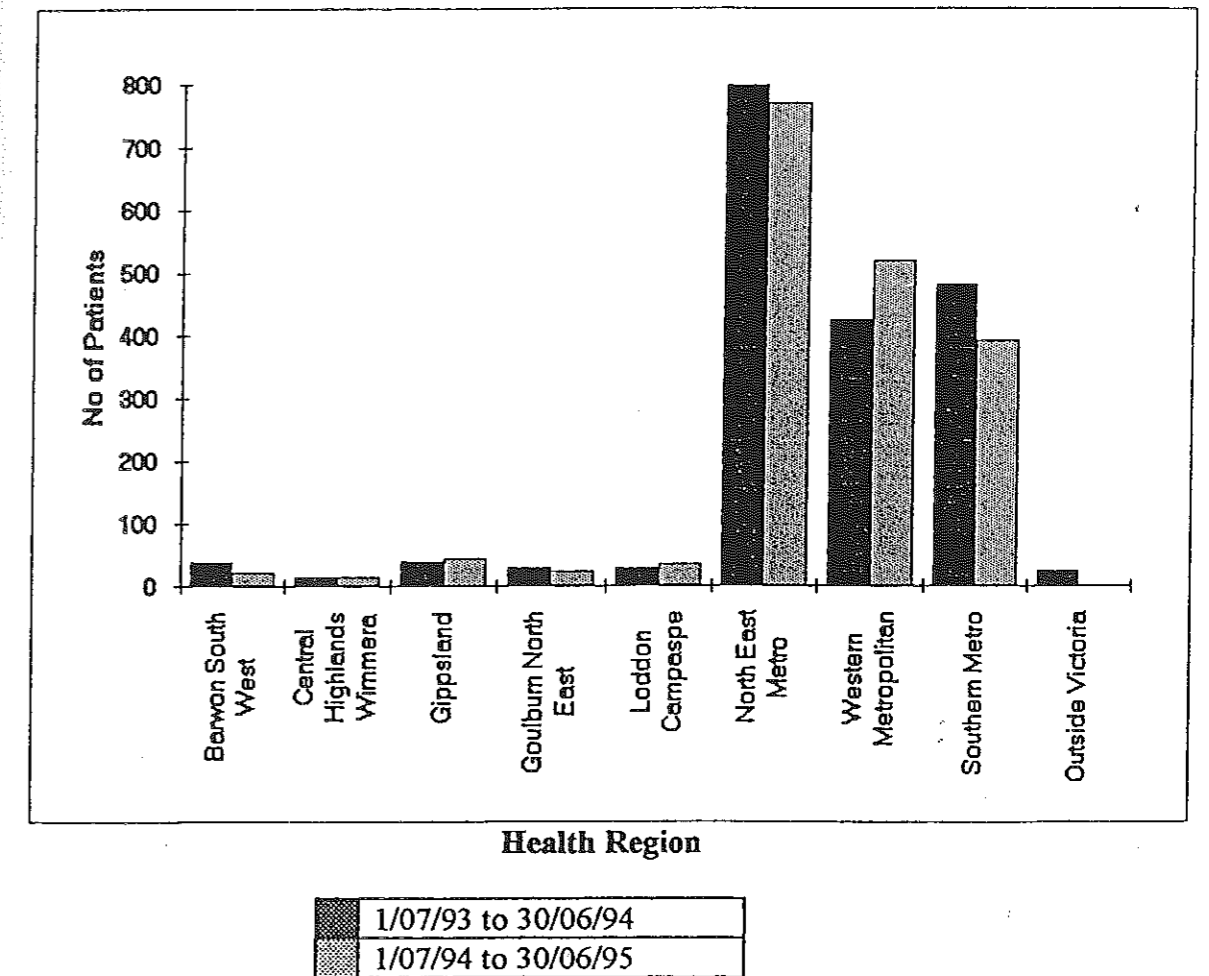
* Includes 630 Day Patients



THE YEAR IN REVIEW

Patient Referral Patterns by Health Region and Local Government Municipality :

Health Region	Period 1/07/93 to 30/06/94	Period 1/07/94 to 30/06/95
Barwon South West	39	22
Central Highlands Wimmera	15	15
Gippsland	40	45
Goulburn North East	30	24
Loddon Campaspe	29	36
North East Metro	800	770
Western Metropolitan	425	519
Southern Metro	481	392
Outside Victoria	25	2
TOTALS	1884	1825



THE YEAR IN REVIEW

PATIENT REFERRAL PATTERNS BY HEALTH REGION & LOCAL GOVERNMENT MUNICIPALITY: PERIOD 1/7/94-30/6/95

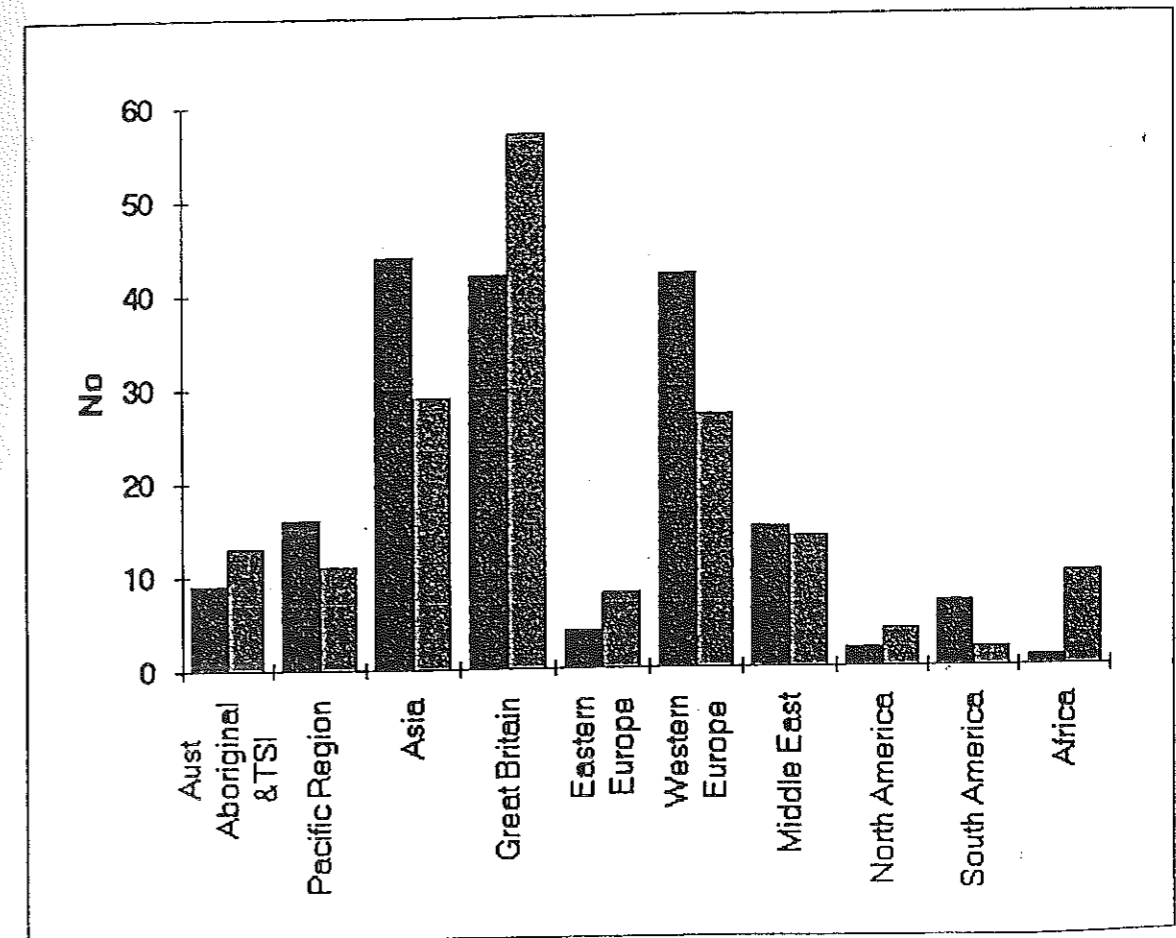
REGION	LOCAL GOVERNMENT MUNICIPALITY	No of Patients	Bed Days	Admissions
				%
Barwon - Sth Western	Barrabool - Bellarine - Corio - Sth Barwon	22	164	1.2
Central Highlands-Wimmera	Ballan-Ballarat City-Donald-Stawell	15	147	0.8
Gippsland	Buln Buln- Korumburra-Moe-Morwell-Omeo-Warragul	45	252	2.5
Goulburn N/East	Benalla, Kilmore, Rutherglen-Wangaratta - Seymour, Shepparton-Wodonga	24	117	1.3
Lodden/Campaspe	Bendigo-Echuca- Kyneton-Newham /Woodend-Newstead -Pyalong-Romsey-Strathfieldsaye-Wycheproof	36	225	2.0
North Eastern Metro	Box Hill-Camervell-Collingwood-Croydon-Diamond Valley-Doncaster & Templestowe-Eltham-Fitzroy- Hawthorn-Healesville-Heidelberg -Kew-Lillydale-Northcote-Nunawading-Preston-Richmond-Ringwood-Sherbrooke-Waverley-Whittlesea	770	3905	42.2
Sth Metro	Bass-Berwick-Brighton-Caulfield-Chelsea - Cranbourne-Dandenong-Flinders-Frankston-Hastings-Malvern-Moorabbin-Mordialloc-Mornington-Oakleigh-Pakenham-Phillip I.-Port Melbourne-Prahran-Sandringham-S. Melbourne-Springvale-St Kilda	519	2182	28.4
Western Metro	Altona-Broadmeadows-Brunswick-Bulla-Coburg-Essendon-Footscray-Gisborne-Keilor-Melbourne City-Melton-Sunshine-Werribee-Williamstown	392	1810	21.5
Outside Victoria		2	6	
	TOTALS	1825	8808	99.9%

THE YEAR IN REVIEW

Admission by Region (Country of Origin)

Region	Period 1/7/93 to 30/6/94	Period 1/7/94 to 30/6/95
<i>Australia *</i>	<i>1706</i>	<i>1650</i>
Aust Aboriginal & TSI	9	13
Pacific Region	16	11
Asia	44	29
Great Britain	42	57
Eastern Europe	4	8
Western Europe	42	27
Middle East	15	14
North America	2	4
South America	7	2
Africa	1	10
TOTALS	1888	1825

* Not Graphed



Region (Country)

	1/7/93 to 30/6/94
	1/7/94 to 30/6/95

THE YEAR IN REVIEW

REASONS FOR ADMISSION BY CLASSIFICATION OF IDC CODES FOR PERIOD 1/7/94-30/6/95

CODE	SIMPLE INDEX CLASSIFICATION	Total Bed Days	Total Patients
308	Acute Reaction to Stress	579	110
465	Acute Upper Respiratory Infection	20	2
309	Adjustment Reaction	396	56
296	Affective Psychoses	290	27
493	Asthma	5	1
691	Atopic Dermatitis & Related Conditions	40	6
490	Bronchitis, not specified as Acute or Chronic	14	1
330	Cerebral Degeneration - Childhood	14	1
995	Certain Adverse Effects not Classified Elsewhere	25	2
754	Certain Congenital Musculoskeletal Deformities	12	1
758	Chromosomal Anomalies	1	1
753	Congenital Anomalies of Urinary System	1	1
311	Depressive Disorder, not elsewhere classified	16	2
530	Diseases of Oesophagus	785	114
271	Disorders of Carbohydrate Transport & Metabolism	7	1
765	Disorders Re Short Gestation & Low Birthweight	49	13
312	Disturbance of Conduct, not classified elsewhere	35	6
313	Disturbance of Emotions, specific to Childhood & Adolescence	62	7
780	General Symptoms	2229	524
V20	Health Supervision of Infant & Child	183	33
389	Hearing Loss	6	2
343	Infantile Cerebral Palsy	9	1
675	Infections of Breast/Nipple assoc'd with Childbirth	20	3
955	Injury to Peripheral Nerves of Shoulder Girdle/Upper Limb	5	1
317	Mild Mental retardation	45	4
300	Neurotic disorders	211	34
278	Obesity and other hyperalimantation	8	1
779	Other & Ill-defined anomalies originating in perinatal period	236	42
349	Other and Unspecified Disorders of the Nervous System	1	1
747	Other congenital anomalies of circulatory system	36	2
746	Other congenital anomalies of heart	9	1
676	Other disorders of breast assoc. with childbirth, disorders lactation	240	43
593	Other disorders of kidney and ureter	1	1
V61	Other Family Circumstances	8	4
558	Other noninfectious gastroenteritis and Colitis	32	4
V65	Persons seeking consultation without complaint/sickness	788	302
789	Other symptoms including abdomen & pelvis	79	10
301	Personality disorders	19	4
307	Special symptoms and syndromes not elsewhere classified	1210	233
315	Specific delays in development	50	7
382	Suppurative and Unspecified Otitis Media	9	2
783	Symptoms concerning nutrition, metabolism and development	1147	219
386	Vertiginous Syndromes and other disorders of Vestibular System	11	1
079	Viral/Chlamidial Infection in cond class elsewhere	11	1
E961	Assault by corrosive/caustic substance	7	1
E948	Bacterial vaccines causing adverse effects	5	1
E967	Child battering & other maltreatment	13	3
E904	Hunger, thirst, exposure & neglect	21	2
E884	Accidental falls one level to another	19	2
E980	Poisoning by Solid or Liquid undetermined if accident or on purpose	5	1

THE YEAR IN REVIEW

Acts passed during 1994-95 period are listed as follows:

- Drugs, Poisons and Controlled Substances (Amendment) Act 1994
- Employee Relations (Amendment) Act 1994
- Equal Opportunity Act 1995
- Financial Management (Amendment) Act 1994
- Financial Management and Audit Acts (Amendment) Act 1995
- Health Acts (Amendment) Act 1995
- Health Services (Amendment) Act 1994
- Health Services (Metropolitan Hospitals) Act 1995
- Infertility Treatment Act 1995
- Medical Practice and Nurses Acts (Amendment) Act 1995
- Superannuation Acts (Further Amendment) Act 1994
- Superannuation Acts (General Amendment) Act 1995
- Therapeutic Goods (Victoria) Act 1994
- The Medical Practitioners Act 1970 was repealed during the 1994-5 financial year.

Reports, Reviews and Submissions

Issues relate to Quality Assurance, Planning, Redevelopment, and Audit activities conducted during the 1994-95 operating year.

- Annual Report 1994
- Response to Health & Community Services Department (Primary Care Division) on the Redevelopment of Early Parenting Centres - September 1994
- QEC Plan 2000 - development of five year Business Plan - October 1994
- Early Parenting Reference Group - working party established to address operational policies, procedures and

facilitate implementation of common strategies identified in H&CS Report on Early Parenting Centres, December 1994

- Maintenance & Building Audit, - conducted by Department of planning & Development (Office of Buildings) on behalf of H&CS & QEC - February 1995
- Submissions to H & C S Community Support Fund for Early Parenting Day Stay and Home Support Programmes in Southern Region - March 1995
- Development of Client Information Database System - project of Early Parenting Reference Group established by Family Support Unit & Primary Care Division- April 1995
- QEC Patients Rights & Responsibilities - May 1995
- QEC Functional Brief for the Development of an Early Parenting Centre - May 1995
- Day Nurseries:
 - (i) Accreditation Process - June 1995
 - (ii) Review of Day Nurseries' Parent Handbook - June 1995
 - (iii) Operational Policies and Procedure Manual - June 1995

Appreciation - Staff Performance

I wish to place on record my sincere gratitude and appreciation to all staff for their commitment and dedication, with a special vote of thanks to those staff members who undertook so many extra duties during the Christmas/New Year holiday period when wards were closed for refurbishment and they worked from the QEC Day Nursery premises.

Stephen Seymour
Chief Executive Officer

PATIENT CARE

MEDICAL SERVICES REPORT

With the transfer of QEC to the Division of Primary Care in the Department of Health and Community Services from the area of acute health care came pressures to change our service delivery.

We no longer admit unaccompanied children and in response to our efforts to involve the entire family in the parenting process, many fathers are now being admitted as inpatients for parenting education.

As a result of these demands, much time and effort on the part of the medical staff has gone into ensuring that the standards of service delivery, so prized by the staff at QEC, be maintained. We have fought to ensure that incorrect decisions relating to admission criteria and treatment, made by people outside the Centre, are not imposed on us without any real understanding of the work done at QEC.

The first such issue was the recognition that QEC because of its well-organised medical staff, is able to provide a specialised service to families involving paediatrics, child psychiatry, adult psychiatric and general medical care. There has been a recognition by medical staff working in the area of paediatrics that we are able to handle many complex cases and there has been an increase in requests for admission of families with children having feeding and sleeping and behavioural disorders associated with conditions such as developmental delay, the presence of nasogastric tubes, bowel and renal disorders and impairment of special senses.

The second issue was the need to recognise that QEC offers specialist programmes aimed at providing assistance to workers involved in child protective services and intellectual disability services. The programmes include the provision of medical reports for use in the courts and in case planning. There is a constant

demand for this service and unfortunately often a waiting list for admission.

The third issue was the need to recognise that QEC offered a statewide service. The need for this service has continued to be demonstrated by the numerous requests for assistance from country regions.

As a medical practitioner I have been involved with QEC over twenty years. During this time I have witnessed a continual evolution of service delivery in response to community demands. The commencement of our Day Stay and outreach programmes have enabled us to reach more families who require our services and to identify those who would benefit from an inpatient stay. The policy changes always arise from within the Centre by a process of consultations involving all staff members. I believe our present service delivery is the result of this sense of equality and cooperation evidenced in staff members.

I would fervently hope that we are able to continue to make decisions in this way, tailoring our service delivery to community demands.

I hope that QEC will continue to provide a relevant service to maternal and child health nurses, social workers, paediatricians, paediatric departments of public hospitals, and most importantly the families of Victoria who need our services.

In conclusion I must thank the dedicated nursing staff who work so hard to maintain our standards and who work together in a spirit of cheerful co-operation to achieve these standards.

Dr. Greta Danielson, M.B.,B.S.
Director of Medical Services

PATIENT CARE

NURSING SERVICES REPORT

The last year has been one of change for many in the health care system with a broad variety of issues having an impact on the Queen Elizabeth Centre.

- Early Discharge
- Post Acute Obstetric Care Review
- Domiciliary Post Natal Services
- Early Parenting Centre Redevelopment.
- QEC Relocation Project
- WHO-Australian Agreement to the cessation of free breast milk supplements
- Healthy Future Project for Maternal Child Health Service delivery
- Local Government mergers and the impact on Maternal Child Health Centre Services
- Maternal Child Health Nurses consulting from Pharmacies
- Nurses Act and establishment of Victorian Nurses Board - changes to registration
- Federal Nurses Award implemented in Victoria
- Accreditation of Day Child Care Centres

Most of these issues have had an impact on the demand and workload at this Centre.

Early discharge of mothers and babies from obstetric hospitals resulted in new mothers presenting with difficulties in breast feeding. Review of Post Acute Obstetric Care resulted in improvements to Domiciliary postnatal services but no acknowledgment was given to the role Early Parenting Centres play in the delivery of these services to the community or the need to direct funding towards the Centres to meet the need.

Healthy Futures Programme and changes to access and services of local government with amalgamations and establishing new service approach for Maternal Child Health Services has had an impact on new mothers who feel confused and uncertain about access to advice.

Some alternatives have developed with Maternal Child Health Nurses consulting from pharmacies but not being part of the normal system, which raises the concerns we expressed about quality of service and commercialisation.

The enacting of the new Nurses Act Victoria and the establishment of Nurse Board Vic as well as the implementation of the Federal Nurses Award (Victoria) have all created issues requiring serious investigation because of discrepancies which left nurses covered by the Award but not covered under the Nurses Act.

Accreditation of Day Care Centres has also increased work loads for staff at QEC but it has been a positive experience for staff involved. The final documentation was sent off to Canberra at the end of June and the Day Nurseries are now awaiting the reviewers.

Initiatives:

The first and second meetings for the establishment of a National Association of Early Parenting centres were held this year and the extended network has already provided useful information to QEC as we examine the possibilities of redevelopment and relocation. Because of our new network I was made to feel very welcome at Tresillian and Karitane when I visited their Centres earlier this year after the Infant Mental Health Conference.

Both Tresillian and Karitane have been very generous with information and ideas about redevelopment and relocation. Due to our previous meeting QEC was able to assist Karitane in organising a visit and lecture by Dr Richard Ferber in October 1994. Dr. Ferber is recognised as a world authority on sleep difficulties in children.

PATIENT CARE

NURSING SERVICES REPORT

Patient evaluation surveys were re-introduced this year and have provided valuable feedback to service areas to improve the quality of our services. Comments relating to staff efficiency and expertise have greatly assisted in maintaining a high level of staff morale and job satisfaction.

Plan 2000 Project Workshops during the year gave all staff a chance to have a say about what direction the service should focus on in these times of significant change.

Outreach and Day Patients

The Outreach and Day Patient Programmes have continue to be developed as a critical part of our total services. Extra Day Patient services were provided when staffing permitted. With Day Patients developing a strong service focus, we look forward to expanding our service into the southern region with funding being granted under Special Grant Fund Scheme. We will also be expanding the Outreach Service with an extra full time staff member to be appointed due to private funding from the QEC Foundation three years.

Staff Education

Support for staff development continued during the year with Box Hill TAFE providing the inhouse bridging course for hospital-trained Mothercraft Nurses to update to the Associate Diploma in Child Care Studies. Two staff members have taken up the opportunity to gain this qualification and three further staff mothercraft nurses are being supported to do the bridging course at Boxhill TAFE from the Advanced Certificate in Child Care Studies to the Associate Diploma. One staff member has been fully funded to qualify as a Lactation Consultant with our appreciation going to the Queen Elizabeth Centre Foundation for their financial support.

A Registered Nurse attended the Management Training Course at Mayfield Centre.

A Victorian Paediatric Nurses Association lecture evening was hosted by QEC in May 1995 - on the topic "The Irritable Infant".

Members of staff were also able to attend "Pathways to More Efficient Quality Care" at LaTrobe University; ACHS Workshop on Policy and Procedure Manuals and the Infant Mental Health Pacific Rim Conference in Sydney.

We welcome to the staff Beverley Allen, RN, RM, Beverley Kosorog, RN, RM, Jenny Wallace, MCHN, Eleanor Cryer, MCN, Beverley Missen, MCN, Frances Renehan, MCN, and Ida Schmid, MCHN. Wendy O'Keefe, Jenny Johnstone and Fiona Matthews have taken accouchement leave.

Donations

People have been very generous to Queen Elizabeth Centre in the past year, often as an expression of their appreciation to staff for care and kindness received.

In acknowledging these donations our grateful appreciation and thanks is extended to Mr & Mrs M Skolnik, Mrs Joanne Shaubshall, Mrs B. Sasse, Mrs Sheryll Wills and family, Mrs Marie Stuart and family, Carrington Craft Group, Mrs J. Shaw, Queen Elizabeth Centre Auxiliary, Mr Peter Downing - Barwon Book Seller, Mrs D. Taylor & family, Mrs Christine Keen & family, Mrs D Clarke & family, Mrs B Kidd and the Country Women's Association, Burwood, Mrs Barbara Doherty, Mr & Mrs Paul Jurkowski, Ms Linda Reid, Mr & Mrs A Jones & family, Mrs S Gadsden & family, Mrs R O'Dwyer, Mrs Marlene Mills & family, Mr & Mrs Heather Jenkins & family, Mrs V Skolnik & family, Mrs Anna Horton & family, Mrs Helen Harmer, Mr & Mrs R Hayes Rosario & family, Mrs Blanche Fennell & family, Mrs E Symons & family, Ms J. Pan, Mrs Dennis Nyaguy, Mrs Marie Jenkins, Mrs J. Bradford & family.

Ms Mignon Mant
Director of Nursing Services

PATIENT CARE

COMMUNITY OUTREACH AND DAY STAY SERVICES REPORT

OUTREACH

The Community Outreach Service is now in its third year. Referrals have increased considerably in the past 12 months whilst resources remain the same. The demand for services, particularly Day Stay has frequently exceeded our resources. In response, additional Day Stay Programmes have been conducted. Most of those who have attended the Day Stay Programmes do not then require admission to the hospital. It has become evident that if the help is offered early enough, problems can be more readily resolved.

The lengthy waiting period for admission to the Care by Parent Units and Mother Baby Unit means many patients require long term outreach support until admission is possible or the problem resolved. The complexity of the problems is unpredictable in many cases until assessment is made on a home visit. Quite often the problem has been chronic, and parents have been unaware of facilities available to them. Unfortunately, many suffer lengthy periods of stress, anxiety, exhaustion, social isolation, relationship tension, and most sadly, are deprived of enjoying their children optimally.

The Outreach Nurse service continues its aim of enhancing the functioning of the family by teaching parents the skills they need to manage their child with confidence and optimism. This involves careful planning, goal setting and consistent support.

Most commonly presented problems to the Outreach Service:

- unsettled behaviour related to sleep disorders in infants
- behavioural disturbance problems in toddlers
- eating disorders in toddlers
- maternal/parental exhaustion, anxiety, depression

The multicultural community has benefited more from the QEC Outreach and Day Stay Programmes this year. We have seen patients from a variety of ethnic backgrounds including Turkish, Vietnamese, Jewish, Spanish, Greek, Italian, Chinese, Indian and Yugoslav. Many of these people have no family support in Australia and child care is solely the maternal responsibility. Husbands/partners often work long hours, or at multiple jobs, to make ends meet.

Statistics for the year July 1994 - June 1995

	1994/5	1993/4
Total referrals to Community Outreach Nursing Service	560	375
Cases resolved & removed from waiting list	238	179
Referred and/or admitted to allied services	20	32
Home visits conducted	330	380
Phone Calls: appointments, support/advice, community liaison	1,500	1,386
Day Stay attendance (mothers, babies & fathers)	542	98

PATIENT CARE

COMMUNITY OUTREACH AND DAY STAY SERVICES REPORT

DAY PROGRAMME

The Day Programme commenced in March 1994, and as the community has become aware of this new service, it has been in great demand. Initially the Day Programme was held one day a week, but of recent months we have been able to conduct regular twice weekly sessions, occasionally offering programmes three times a week. This has been made possible by deploying staff from the units during the closure of Children's Unit for remodelling to provide three additional Care by Parent Units.

During the closure of the Mother Baby Unit and Care by Parent Unit over Christmas, the Day Programme was held five days of the week. Staff from both units participated in the programmes and gained valuable experience as well as offering our patients a quality, efficient, service.

The Day Programme continues to offer a warm, friendly and relaxed environment for mothers/parents of babies requiring assessment and management of feed/sleep related problems. Babies are accepted up to the age of 8-9 months. Staff are able to demonstrate to parents the ability of their babies potential to improve by implementing strategies taught over the day. Parents leave with a positive and confident attitude. At the end of the day parents complete an

evaluation form outlining their opinions of the programme. All forms have been returned with very positive comments about the care and information received. The most frequent comment was a request to have the service offered more than one day per week.

The expansion of the Outreach and Day Programmes will become a reality in the second half of this year. This has been made possible by the dedicated and generous support of the QEC Foundation. Special appreciation is recorded to ANZ Trustees and the Felton Bequest.

A second Outreach Nurse is now to be appointed. This will undoubtedly enhance the potential of the service.

Once again I would like to take the opportunity of extending my sincere thanks to my colleagues in the Mothers and Babies Unit and Care by Parent Unit for their expertise and support in assisting with the programmes. Also senior management, Mr Seymour, Dr. Danielson and Ms Mant for their support and guidance.

Ms. P. Anastasios, R.N., R.M., M.C.H.N.
Community Outreach Nurse

PATIENT CARE

COMMUNITY OUTREACH AND DAY STAY SERVICES REPORT

ANNUAL STATISTICS

Referrals	1994						1995						Totals
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	
M&BU	14	10	13	15	17	5	17	16	14	13	17	11	162
CBPU	7	10	10	6	7	4	10	11	10	9	6	4	94
CU	2	1	5	-	2	-	-	-	1	-	-	-	11
Followup post discharge	4	3	3	13	5	5	-	2	5	3	3	3	49
Others + Day Stay	9	12	17	11	6	8	21	15	22	14	12	22	169
Balance from previous month	4	4	0	11	14	7	3	17	11	4	0	4	79
TOTAL	40	40	48	56	51	29	51	61	63	43	38	44	564
Outcome													
Resolution - off waiting list	17	20	22	16	17	14	23	27	30	28	24	26	264
Admission to QEC	11	8	7	12	12	5	6	17	13	4	5	6	106
Referral Elsewhere	1	1	5	2	2	3	1	1	2	-	2	0	20
FU discharge	4	3	3	12	8	5	-	2	5	3	3	3	51
Remain on list	7	8	11	14	12	2	21	14	13	8	4	9	123
TOTAL	40	40	48	56	51	29	51	61	63	43	38	44	564
Mileage	914	781.5	686.1	831.4	950.8	632.9	653.5	992.6	928.1	574.2	1045	809.5	9799.6
Phone Calls Made & Received	71	85	93	65	97	63	72	92	128	82	114	85	1047
Home Visits	37	36	38	14	34	22	18	59	43	40	49	40	430
Day Stay Admissions	27	31	30	25	29	21	21	34	34	21	36	28	337
	26	22	33	25	29	*14	*76	*63	*67	34	37	*57	483

* = programme operated on extra days

DAY CARE

THE QUEEN ELIZABETH DAY NURSERY

I am pleased to write my report on what has been an extremely busy twelve months.

Child Care Assistance: On 1st October 1994 changes to Child Care Assistance rebates for long day care came into effect. Parents eligible for childcare assistance are now required to inform the Day Nursery of the reason why their child is not in attendance on their scheduled care day. Absences are to be accounted for in attendance records and initialled by the parent for each non-attendance.

On 1st April 1995 the hourly rebate for child care assistance was increased and an annual reassessment of all family income was implemented by the Department of Social Security.

Accreditation: All child care centres must be accredited in order to be eligible for Commonwealth Government funding. 1995 saw the Accreditation process well underway with the establishment of the Queen Elizabeth Day Nurseries Accreditation Committee, comprising representatives of management, Directors, staff and parents from each of the Day Nurseries, and meeting regularly.

Staff have undertaken two Self Studies and parents responded to two parent questionnaires. From this data a "Plan of Action" was developed to implement improvements as part of the Accreditation Procedure. A Self-Study Report must be submitted to the National Child Care Accreditation Council by 30th June 1995.

The Department of Health & Community Services introduced a new programme for approval of "Persons in Charge of Day Care Centres", requiring attendance at a monthly workshop. All Day Nursery staff are now approved "Persons In Charge", a requirement allowing staff to open and close the Day Care Centre

Staff: A new staff member was appointed - Merinda Ferronato, a Pre-School Mothercraft Nurse with an Associate Diploma Social Science (Child Care Studies).

Inservice: Staff have taken the opportunity to attend inservices on a variety of topics: Programme Planning with a Multicultural Perspective, Same but Different, Quality Improvement and Accreditation System and Food Handlers Course.

Utilisation: There continues to be high demand for child care with the biggest area of demand for under two year old children. In 1995 we have a higher percentage of full-time children in attendance which has made the daily running of the Centre much smoother.

Students: Four University of Melbourne Physiotherapy students and one TAFE Student working towards Certificate in Child Care Assistance attended the Centre up to four days per week for four months.

Fundraising: Staff held many fundraising events. Details of amounts raised are as follows:

Classic Photos 1994	\$75.00
Classic Photos 1995	\$84.00
Lolly Drive 1994	\$195.00
Lolly Drive 1995	\$165.00
Book Bazaar	\$178.00

Money raised was to purchase new equipment, books and multicultural resources.

Donations: Carlton Lions Club donated Showbags for each child, a kind and generous donation. Mr & Mrs Billings and family donated a music sound system. They have had a long association

DAY CARE

THE QUEEN ELIZABETH DAY NURSERY

with Queen Elizabeth Centre. We thank them very much.

New Equipment: We thank the Parents Association for the purchase of a large outdoor tugboat. Our outdoor climbing area was recently refurbished with the purchase of new sleepers and tanbark to enhance this area.

Special Events: Staff organised Book Day, Teddy Bears Picnic, Easter Bonnet Parade, Dressup Day, Visits from Carlton Police and a Carlton librarian.

The Parents' Association donated a visit from a mobile Animal Nursery and a Fairy Performer. Also they organised a Christmas party. Santa arrived and all the children received presents.

We thank the Parents Association for these special occasions.

I would like to thank the Board of Management, Mr Seymour, Ms Mant and Miss Joan Lenaghan for their advice and support and Mr Lumley, office staff, catering, domestic and maintenance staff for their help. We are most grateful to the Parents Association for their kind donations. I would like to thank the staff for their hard work and for their maintenance of the excellent standard of care of the children at Queen Elizabeth Day Nursery.

Mrs Sue Brown, MCN
Director

DAY CARE

CARLTON CRECHE & DAY NURSERY

I am pleased to be able to put this report to the 1995 Annual General Meeting. It is the eighty first report for the Carlton Creche and the tenth as an integral part of The Queen Elizabeth Centre.

Our families cross all social barriers, from those with reasonable incomes where both parents are working to the single parent families. Most families are in workplace situations where they have to be ever ready to face unexpected new directions, eg retraining, reduced working hours or redundancy.

During the year, on average there have been forty families using the forty-five available places. Of these families, twenty-five consist of parents who have been born overseas and the points system in place for the selection of immigrants reveals, here at any rate, families who

- (1) have young parents
- (2) have capable use of the English language
- (3) have been well educated
- (4) have good prospects for employment

Admissions: The Creche has been fully booked with children needing full time care. The daily average throughout the eleven months of operation has been 42. The number of discharges for the year was 22. The breakdown of these figures is as follows:

- 9 left at Christmas to commence school
- 1 transferred to QE Day Nursery
- 5 mothers on maternity leave, at least two return in 1996 requiring two places
- 2 transferred to other Day Nurseries
- 2 moved to further out suburbs
- 2 returned overseas, parents having completed university courses
- 1 left without notice

Up to now there has been a steady number of enquiries for child care in all age groups, so we are operating efficiently without the need for maintenance of a long waiting list.

The **Accreditation** process established by the National Child Care Accreditation Council for all Child Care Centres in Australia is now firmly in place with staff, parents and management involved. Success of this review guarantees eligibility for Child Care funding from the Federal Government. The Staff at Carlton Creche have reviewed every aspect of the service offered and are endeavouring to work more professionally so that our standards improve. Some examples of the reviews undertaken are as follows:

1. Food Handlers Course for domestic staff
2. Replacement of a security ramp fence from the 2-3 year room to the playground.
3. Plan to upgrade the lawn and garden
4. In service so as to understand better the accreditation process.

Staff: There have been some changes during the year. Three staff members of long standing applied for maternity leave. The replacement staff have adapted satisfactorily to the philosophies and routines of the Creche. All the staff are professionally trained.

Students: We have accepted students from TAFE Colleges, Work Experience Programmes, Jobskills Programmes and Students from Secondary Colleges sent to do limited voluntary work.

Buildings & Grounds: All regular maintenance work has been completed so that everything is in good working order. A new safety rail was erected along the ramp leading into the garden. At the time of writing this report refurbishment of the two toilet blocks is under review.

Donations And Benefactors: We thank the generous supporters for help given during the year, especially the Carlton Lions Club, Carlton Rotary Club, parents and staff for fund raising efforts.

Miss Joan Lenaghan R.N., R.M., M.&C.H.C.N.
Day Nursery Director

THE QUEEN ELIZABETH CENTRE

AUXILIARY REPORT

I am writing this report due to Jan Spooner's absence caused by ill-health, but we all hope it won't be too long until she is back to her normal, robust self.

The Auxiliary has had a productive year with the usual gamut of events tabled. We started with what was to be the last Bunty Gordon Fashion Parade, due to Bunty winding down her business. Ironically it turned out to be one of the most successful to date, with over 400 attending.

We followed this with a more relaxed function held at Cherie Mitchell's barn on Sunday, 20th November. This was a fun day for all the family and special thanks are due to Cherie and her husband Rob for kindly opening up their home.

In March we had a guided walk through the Botanical Gardens. The weather was kind to us and everyone agreed that it was a great day.

We held a film day at the end of March and were lucky to obtain a premier showing of "Little Women". This was a huge success and special thanks are due to Christine Tarascio for obtaining the film and liaising with Palace Cinemas.

May saw us holding a small luncheon at Maxim's in South Yarra. This was a very relaxed and happy day and one that we will repeat very soon.

We had a generous donation of \$900 from Jan Spooner and her friends, who held a function and kindly donated all funds raised to the Auxiliary.

The final function for the year was a lunch held at Crown Casino. As the lunch for 20 people was donated, those attending made a donation which has gone towards the QEC Auxiliary.

We welcomed Maxine Glennon, Helen Warren and Margaret Fardell to the Auxiliary Committee and thank them and

all the other members for their generous help throughout the year.

Jan has asked me to especially thank Liz Van Den Munckhof and myself for our efforts and of course to thank members of the hospital staff who always help whenever we ask them.

During the year we gave \$5,000 to the QE Centre for bedding and a decision will be taken in the near future as to what we will do with the rest of the funds gathered during the year. In total, we raised just over \$24,000.

We look forward to the coming year and another successful one not only for the Auxiliary but the QE Centre also.

Mrs Ina Sampieri
Treasurer (outgoing)

AUXILIARY MEMBERS

- President
- Jan Spooner
- Treasurer
- Ina Sampieri
- Secretary
- Liz Van Den Munckhof

- Ruth Beattie
- Lurlene Bone
- Margaret Fardell
- Maxine Glennon
- Judy James
- Jenny McKendry
- Cherie Mitchell
- Elly Papasavas
- Kay Pendergast
- Lee Rimes
- Gwen Scobie
- June Shaw
- Lorraine Smith
- Carolyn Stubbs
- Christine Tarascio
- Beryl Taylor
- Helen Warren
- Judy Watson
- Toni Zagame

THE QUEEN ELIZABETH CENTRE

DONATIONS YEAR ENDED 30 JUNE 1995

	\$	\$
R. Yates	50.00	
The Queen Elizabeth Centre Foundation	34,500.00	
The John Russell Macpherson Fund	1,000.00	
Dame Elisabeth Murdoch, AC, DBE.	1,000.00	
Estate Sir Walter Leitch	700.00	
Estate E. G. Batchelder	381.46	
Pethard Tarax Charitable Trust	500.00	
The "Walter & Eliza Hall" Trust	500.00	
Joe White Bequest	500.00	39,131.46
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<u>RESTRICTED PURPOSES</u>		
The Queen Elizabeth Centre Auxiliary	5,000.00	
Lion's Club Carlton	1,200.00	
Susan J. Fuller	200.00	
Felicity E. Campbell	75.00	
S. A. Anderson	122.00	
The Military and Hospitaller Order of Saint Lazarus of Jerusalem	500.00	
Collier Charitable Fund	20,000.00	
The Lord Mayor's Fund for Metropolitan Hospitals & Charities	4,600.00	
Hospitals & Charities Sunday Committee	400.00	32,097.00
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<u>CARLTON CRECHE</u>		
Estate of the Late Robert Reynolds	196.87	
William & Mary levers Bequest	2,730.00	2,926.87
<hr/>		
<u>THE QUEEN ELIZABETH DAY NURSERY</u>		
Anon.		18.13
<hr/>		
<u>COMMUNITY OUTREACH NURSE</u>		
The Queen Elizabeth Centre Foundation		73,490.72
		<hr/>
		147,664.18
		<hr/>

THE QUEEN ELIZABETH CENTRE

1995 STAFF LIST

CHIEF EXECUTIVE OFFICER

Mr. S. Seymour

DIRECTOR OF MEDICAL SERVICES

Dr. G. Danielson

DIRECTOR OF NURSING

Ms. M. Mant

FINANCE OFFICER

Mr. K. Lumley

MEDICAL RECORDS ADMINISTRATOR

A. Randall

ADMINISTRATIVE

B. Eastgate, R. Fusinato, G. O'Keefe,
A. Poskaitis

DAY NURSERY DIRECTORS

S. Brown, J. Lenaghan

REGISTERED NURSES

K. Aldis, B. Allen, P. Anastasios, N. Baumgartner,
C. Brown, C. Cottier, R. Fairweather, J. Fulton,
K. Hadaway, A. Kleinschmidt, B. Kosorog, R. Lawry,
J. Johnstone, N. Parks, H. Rossiter, I. Schmid,
M. Tuxworth, J. Wallace

MOTHERCRAFT NURSES

A. Abernethy, J. Anderson, R. Berry, C. Brewster-Devlin,
S. Busatta, S. Clapton, U. Cook, E. Cryer, J. Dimech,
J. Donald, J. Etheredge, M. Ferronato, M. Gilham,
L. Howat, S. Jackson, K. Jacob, A. Johnson, L. Johnson,
M. Johnstone, D.L. Lane, V. Lane, C. Latarullo,
K. Laxton, F. Matthews, B. Missen, W. O'Keefe,
A. Peiper, F. Renehan, L. Ross-Henry, K. Rykhoff,
N. Saul, L. Sargeson, S. Telfer, M. Trewarne,
J. Vonthehoff, H. Weiss

CHILDCARE WORKERS

K. Blackley, L. Martin, N. Punton, L. Retallick

CHILDCARE ASSISTANT

T. Boxshall

PATIENT SUPPORT SERVICES

M. Alescio, M. Cavanagh, M. Cosgriff, M. Erkamps,
D. Gardner, D. Guzzardi, M. Konstantinou, S. Kostas,
K. Mackinlay, M. Malovic, L. Maynard, I. Preston,
D. Pretty, C. Swallow

MAINTENANCE

M. Molinaro, M. O'Keefe, N. Wilson

**Financial Statements of The Queen Elizabeth
Centre for the year ended 30th June 1995**

THE QUEEN ELIZABETH CENTRE
REVENUE AND EXPENSE STATEMENT FOR THE YEAR ENDED 30 JUNE 1995

	Notes	Total 1995 \$	Total 1994 \$
OPERATING REVENUE PROVIDING FUND INFLOWS			
Services Supported by Health Services Agreement			
Government Grants	2	1,640,550	1,509,085
Indirect Contributions by Dept. of Health & Community Services, Victoria	3	23,307	23,976
Patient Fees	4	259,431	409,596
Other Revenue	5	3,363	3,418
		1,926,651	1,946,075
Services Supported by Hospital and Community Initiatives			
Government grants	2	231,564	245,265
Parent fees	4	298,797	313,735
Donations		57,646	62,268
Interest	15	65,874	66,616
Other Revenue	5	43,738	50,209
		697,619	738,093
TOTAL OPERATING REVENUE PROVIDING FUND INFLOWS		2,624,270	2,684,168
LESS OPERATING EXPENSES REQUIRING FUND OUTFLOWS			
Services Supported by Health Services Agreement			
Direct Patient Care Services		1,128,531	1,149,695
Diagnostic & Medical Support Services		47,557	43,980
Administration & Quality Assurance		257,387	236,729
Engineering & Maintenance		226,672	154,699
Domestic & Catering Services		234,779	254,363
Corporate costs funded by H & CS	3	23,307	23,976
Workcover		27,943	27,168
Superannuation		126,401	134,010
Teaching Services		11,293	25,042
Interest	6	6	3
Audit fees		4,080	6,840
		2,087,956	2,056,505
Services supported by Hospital and Community Initiatives			
Direct child care		418,738	400,208
Diagnostic & Medical Support Services		532	142
Administration & Quality Assurance		28,234	43,345
Engineering & Maintenance		13,940	24,852
Domestic & Catering Services		34,695	34,441
Workcover		10,748	12,196
Superannuation		24,512	27,778
Teaching Services		370	797
		531,769	543,759
TOTAL OPERATING EXPENSES REQUIRING FUND OUTFLOWS		2,619,725	2,600,264
OPERATING SURPLUS PROVIDING FUND INFLOWS		4,545	83,904
Less operating expenses not requiring fund outflows			
Depreciation	7	85,816	72,674
Long service leave provision		44,135	54,368
Disposal of assets (w. d. v.)		475	-
		130,426	127,042
OPERATING SURPLUS DEFICIT NOT REQUIRING FUND OUTFLOWS		(125,881)	(43,138)
OPERATING DEFICIT PRIOR TO CAPITAL ITEMS			
Income designated for capital purposes			
Donations		90,018	41,840
Government grants	2	28,000	-
Total income designated for capital purposes		118,018	41,840
OPERATING DEFICIT FOR THE YEAR		(7,863)	(1,298)
Retained surplus/(Accumulated deficit) at 1 July 1994		(380,577)	(305,438)
Transfer from contributed capital at 1 July 1994	1(m)	2,432,167	-
Amount available for appropriation		2,051,590	(305,439)
Aggregate of amounts transferred from reserves	8	2,043,727	(306,737)
Aggregate of amounts transferred from reserves	9(b)	(53,428)	(73,840)
		4,675	-
Retained surplus/(Accumulated deficit) at 30 June 1995		1,994,974	(380,577)

This statement should be read in conjunction with the accompanying notes.

THE QUEEN ELIZABETH CENTRE
BALANCE SHEET AS AT 30 JUNE 1995

	Notes	Total 1995 \$	Total 1994 \$
EQUITY			
Funds held for Restricted Purposes	8	71,751	22,998
Reserves			
Asset Revaluation Reserve		2,424,000	2,424,000
Contributed capital		-	2,432,167
Retained Surplus/(Accumulated Deficit) at 30 June 1995		1,994,974	(380,577)
TOTAL EQUITY		4,490,725	4,498,588
CURRENT LIABILITIES			
Creditors	10	42,147	55,094
Accrued Expenses	11	4,538	4,458
Provision for Employee Entitlements	12	350,375	295,034
Prepaid Income		38,882	3,951
TOTAL CURRENT LIABILITIES		433,742	358,537
NON CURRENT LIABILITIES			
Provision for Employee Entitlements	12	227,814	243,090
TOTAL LIABILITIES		661,356	601,627
TOTAL EQUITY AND LIABILITIES		5,152,081	5,100,215
CURRENT ASSETS			
Cash at Bank and on Hand	17	881,477	532,184
Patient/Parent Fees Receivable	4	35,238	53,420
Debtors & Accrued Revenue	14	117,216	88,326
Stores on Hand	13	33,288	28,865
Investments	15	818,298	774,193
TOTAL CURRENT ASSETS		1,463,497	1,476,988
NON-CURRENT ASSETS			
Land at Valuation 30.6.92	16	2,400,000	2,400,000
Buildings at Valuation 30.6.92	16	828,876	848,750
Buildings at cost	16	137,752	131,347
Plant, Machinery, Furniture etc.	16	299,958	219,130
Investments	15	24,000	24,000
TOTAL NON-CURRENT ASSETS		3,688,584	3,623,227
TOTAL ASSETS		5,152,081	5,100,215

This statement should be read in conjunction with the accompanying notes.

THE QUEEN ELIZABETH CENTRE
CONSOLIDATED STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 1995

	Note	Contributed Capital	Funds Held for Restricted Purposes	Asset Revaluation Reserve	Retained Surplus/ Accum. Deficit	Total 1995	Total 1994
		\$	\$	\$	\$	\$	\$
Balance at 1 July 1994		2,432,167	22,998	2,424,000	(380,577)	4,498,588	4,499,886
Less transfer to retained earnings, 1 July 1994		(2,432,167)			2,432,167		
Surplus/(Deficit) for the year					(7,863)	(7,863)	(43,138)
Donations							41,840
Transfer: Assets funded from funds held for Restricted purposes	9(b)		(4,675)		4,675		
Transfer: Interest on Capital Investments Donations for Capital purposes	9(a)		2,491 50,837		(2,491) (50,837)		
Balance at 30 June 1995			71,751	2,424,000	1,994,974	4,490,725	4,498,588

This statement should be read in conjunction with the accompanying notes.

THE QUEEN ELIZABETH CENTRE
STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 1995

	NOTE	1995 \$ Inflows (Outflows)	1994 \$ Inflows (Outflows)
CASH FLOWS FROM OPERATING ACTIVITIES			
Services Supported by Health Services Agreement			
RECEIPTS			
Government Grants		1,616,250	1,470,885
Patient Fees		275,774	423,364
Other Receipts		3,363	3,418
PAYMENTS			
Salaries & Wages		(1,530,835)	(1,580,442)
Other		(493,740)	(479,236)
Services Supported by Hospital & Community Initiatives			
RECEIPTS			
Government Grants		217,238	236,011
Parent Fees		299,341	315,122
Donations		57,846	45,002
Interest		50,402	59,320
Rental Property Income		33,143	28,347
Other Revenue		18,385	10,464
PAYMENTS			
Salaries & Wages		(440,523)	(399,939)
Other		(102,766)	(108,289)
NET CASH USED IN OPERATING ACTIVITIES	18	3,678	24,027
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for purchase of plant & equipment		(141,768)	(71,260)
Payments for construction of buildings		(9,880)	(3,455)
Proceeds from sale of assets		1,350	
Receipts from recall of investments		157,895	19,810
Receipts from non-Government contributed equity-Donations		90,018	41,840
NET CASH USED IN INVESTING ACTIVITIES		97,615	(13,065)
Cash flows from Government. - Capital		28,000	-
NET INCREASE IN CASH HELD		129,293	10,962
CASH AT 1 JULY 1994		532,184	521,222
CASH AT 30 JUNE 1995		661,477	532,184

This statement should be read in conjunction with the accompanying notes.

THE QUEEN ELIZABETH CENTRE

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 1995

NOTE 1: STATEMENT OF ACCOUNTING POLICIES

The financial statements of the hospital have been prepared in accordance with the provisions of the **Financial Management Act 1994**. These requirements incorporate relevant accounting standards issued jointly by The Institute of Chartered Accountants in Australia and The Australian Society of Certified Practising Accountants.

(a) Accrual basis

Except where otherwise stated, these financial statements have been prepared on the accrual basis whereby revenues and expenses are recognised when they are earned or incurred, and are brought to account in the period to which they relate.

(b) Historical cost basis

The financial statements have been prepared on the historical cost basis whereby assets are recorded at purchase price plus costs incidental to their acquisition and do not take into account changing money values or the current cost of non-current assets (unless specifically stated).

(c) Rounding off

All amounts shown in these financial statements are expressed to the nearest dollar.

(d) Investments

Investments (other than works of art and fine furniture) are valued at cost and are classified between current and non-current assets based on the Hospital Board of Management's intention at balance date with respect to timing of disposal of each investment. Interest revenue from investments is brought to account when it is earned. Works of art and fine furniture are at valuation assessed by registered valuers.

(e) Depreciation

Fixed assets with a cost in excess of \$500 are capitalized and depreciation has been provided on depreciable assets so as to allocate their cost or valuation over their estimated useful lives using the straight line method. This depreciation charge is not funded by the Department of Health and Community Services Victoria.

(f) Stores

Inventories are valued at the lower of cost and net realisable value. Cost is determined principally by first-in, first-out method.

THE QUEEN ELIZABETH CENTRE

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

(g) Employee entitlements

Based on pay rates current at balance date. On costs such as WorkCover and superannuation are included in the calculation of leave provisions.

Long Service Leave

Provision for long service leave is determined in accordance with Accounting Standard AAS30. Generally, the entitlement under various awards becomes payable upon completion of ten years' service with registered health institutions. The proportion of long service leave estimated to be payable within the next financial year is a current liability. The balance of the provision is classified as a non-current liability measured at the present value of the estimated future cash outflow arising from employee's services to date.

Wages and Salaries, Annual Leave and Accrued Days Off

Liabilities for wages and salaries, annual leave and accrued days off are recognised, and are measured as the amount unpaid at the reporting date in respect of employee's services up to that date.

(h) Intersegment and Inter-Entity Transactions

Transactions between departments within the hospital have been eliminated to reflect the extent of the Hospital's operations as a group.

(i) Donations

Donations are recognised as revenue when the cash is received. Donations received for restricted purposes have been transferred to funds held for "Restricted Purposes."

(j) Fund accounting

The Centre operates on a fund accounting basis and maintains three funds: Operating, Specific Purpose and Capital Funds. The Centre's Capital and Specific Purpose Funds include unspent capital donations and receipts from fund-raising activities conducted solely in respect of these funds.

(k) Services Supported by Health Services Agreement and Services Supported by Hospitals and Community Initiatives.

The activities classified as substantially funded Services Supported by Health Services Agreement are funded by The Department of Health & Community Services while the Centre and Community initiatives are funded by grants from the Commonwealth Department of Human Services and Health, the Centre's own activities or local initiatives.

THE QUEEN ELIZABETH CENTRE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

(l) **Non-current assets**

The gross proceeds of sale of non-current assets have been included as operating revenue providing fund inflows while the written down value of the assets sold has been shown as an operating expense not requiring fund outflows.

(m) **Change in Accounting Policies**

The accumulated balances of Contributed Capital have been transferred to retained earnings as a result of the new Directions of the Minister for Finance. All receipts from 1 July 1994 have been reported through the Revenue and Expense Statement.

THE QUEEN ELIZABETH CENTRE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

NOTE 2: GOVERNMENT GRANTS

	1995	1994
	\$	\$
Services Supported by Health Services Agreement		
Department of Health and Community Services grants:		
Ordinary grant	1,541,300	1,461,500
Operating grant adjustment 1994/95	19,400	35,600
H. & C.S. Minor Works	79,850	11,985
	<hr/>	<hr/>
	1,640,550	1,509,085
Services Supported by Hospital and Community Initiatives		
Commonwealth Government Fee Relief		
	157,498	172,049
Commonwealth Government Operational Grant	74,066	73,216
	<hr/>	<hr/>
	231,564	245,265
Total Operating Grants	<hr/>	<hr/>
	1,872,114	1,754,350
Capital Grant received in advance		
Department of Health and Community Services Capital grant	28,000	-
	<hr/>	<hr/>
Total grants received	1,900,114	1,754,350
	=====	=====

NOTE 3: INDIRECT CONTRIBUTIONS BY DEPARTMENT OF HEALTH AND COMMUNITY SERVICES VICTORIA

Health & Community Services Victoria makes certain payments on behalf of the hospital. These amounts have been brought to account in determining the operating result for the year by recording them as revenue and expenses.

Insurances	23,307	23,053
Industrial Relations	-	538
Health Computing Services, Victoria charges	-	385
	<hr/>	<hr/>
	23,307	23,976
	=====	=====

NOTE 4: PATIENT FEES

	Patient fees raised		Patient fees receivable	
	1995	1994		
	\$	\$		
Inpatients	259,431	409,596	32,322	48,665
Day Nurseries	298,797	313,735	2,916	4,755
	<hr/>	<hr/>	<hr/>	<hr/>
	558,228	723,331	35,238	53,420
Less Provision for Doubtful Debts			-	-
			<hr/>	<hr/>
Net patient/parent fees receivable			35,238	53,420
			=====	=====

NOTE 5: OTHER REVENUE- SUPPORTED BY HEALTH SERVICES AGREEMENT

Staff meals	3,363	3,418
	<hr/>	<hr/>
OTHER REVENUE- HOSPITAL AND COMMUNITY INITIATIVES		
Property rental income	36,150	39,074
Proceeds from disposal of assets	1,350	-
Sundry	6,238	11,135
	<hr/>	<hr/>
	43,738	50,209
	=====	=====

THE QUEEN ELIZABETH CENTRE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

NOTE 6: OPERATING EXPENSES
Services supported by:

	Health Services Agreement INPATIENTS	Hospital & Community Initiatives OTHER	TOTAL 1995	TOTAL 1994
Salaries	\$	\$	\$	\$
Salary Oncosts	1,561,629	418,738	1,980,367	1,992,950
Direct Patient Care Services	154,344	35,260	189,604	201,152
Diagnostic & Medical Support Services	16,492	-	16,492	11,457
Administration & Quality Support Services	8,996	532	9,528	6,711
Engineering & Maintenance	53,414	28,234	81,648	90,308
Domestic & Catering Services	189,569	13,940	203,509	137,889
Corporate Costs Funded by Department of Health & Community Services	64,826	34,695	99,521	111,436
Teaching & Research	23,307	-	23,307	23,976
Interest	11,293	370	11,663	16,842
Audit Fees	6	-	6	3
	4,080	-	4,080	7,540
Total Expenses Requiring Fund Outflows	2,087,956	531,769	2,619,725	2,800,264
Add Operating Expenses Not Requiring Fund Outflows				
Depreciation	73,893	11,923	85,816	72,674
Long Service Leave	36,034	8,101	44,135	54,368
Disposal of assets (w. d. v)	273	202	475	-
	110,200	20,226	130,426	127,042
Total Expenses	2,198,156	551,995	2,750,151	2,727,306

NOTE 7: DEPRECIATION AND AMORTISATION

At Cost				
Plant, Equipment, Furniture & Fittings			60,467	57,539
Buildings			3,474	2,010
			63,941	59,549
At Valuation			21,875	13,125
Buildings			85,816	72,674

NOTE 8: FUNDS HELD FOR RESTRICTED PURPOSES

Capital Replacement				
Education			1,524	1,189
Medical Records Equipment			7,402	7,402
Emergency Care			4,181	4,976
Linen			455	455
Rebuilding Funds			4,424	4,424
Children's Unit Refurbishing			6,400	-
Community Outreach Nurse Funds			9,749	4,552
Equipment Funds			18,840	-
			18,776	-
			71,751	22,998

THE QUEEN ELIZABETH CENTRE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

NOTE 9: TRANSFERS TO/FROM RESERVES

	1995	1994
Transfers to reserves:	\$	\$
(a) Transfer of interest earned on Restricted Purposes funds invested to Funds Held for Restricted Purposes	2,491	818
Transfer of donations received for Restricted Purposes to Funds held for Restricted Purposes	50,937	35,552
	53,428	36,370
(b) Transfer from Funds Held for Restricted Purposes to Retained Surplus - Assets purchased from funds held for Restricted Purposes	4,675	54,124

NOTE 10: CREDITORS

	Less than 1 year	1 to 2 Years	Total 1995	Total 1994
	42,147	-	42,147	55,094

NOTE 11: ACCRUED EXPENSES

Audit Fee	4,100	4,020
Sundry	438	438
	4,538	4,458

NOTE 12: EMPLOYEE ENTITLEMENTS

Current		
Long service leave	83,331	44,000
Accrued wages & salaries	75,664	59,776
Annual leave	184,913	184,709
Accrued days off	6,467	6,549
Non-Current		
Long service leave	227,614	243,090
Total	577,989	538,124

THE QUEEN ELIZABETH CENTRE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

NOTE 13: STORES

	1995	1994
Pharmaceuticals	\$ 10,633	\$ 9,744
Catering Supplies	5,885	4,758
Housekeeping Supplies	15,091	12,577
Administration Stores	1,659	1,786
	<u>33,268</u>	<u>28,865</u>

NOTE 14: DEBTORS AND ACCRUED REVENUE

	Total	Total
Accrued Government grants	91,519	57,430
Accrued interest	12,745	16,528
Sundry Debtors	12,952	14,368
LESS Provision for doubtful debts	-	-
Net accrued revenue	<u>117,216</u>	<u>88,326</u>

NOTE 15: INVESTMENTS

	Operating Fund	Capital Fund	Specific Purpose Fund	Day Nurseries	Total	Total
	\$	\$	\$	\$		
Current						
Debentures	100,000	143,520	-	161,705	405,225	487,656
Term Deposits	107,409	-	-	103,664	211,073	286,537
Commonwealth Bonds	-	-	-	-	-	-
	<u>207,409</u>	<u>143,520</u>	<u>-</u>	<u>265,369</u>	<u>616,298</u>	<u>774,193</u>
Non-current						
Commonwealth Bonds	-	-	-	-	-	-
Works of Art	-	24,000	-	-	24,000	24,000
	<u>207,409</u>	<u>167,520</u>	<u>-</u>	<u>265,369</u>	<u>640,298</u>	<u>798,193</u>

INVESTMENT INCOME

Interest		
Operating funds	22,715	21,152
Capital funds	20,818	25,801
Specific purposes funds	2,491	818
Q. E. Day Nursery capital	4,967	5,382
Carlton Creche operating funds	14,883	13,463
	<u>65,874</u>	<u>66,616</u>

THE QUEEN ELIZABETH CENTRE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

NOTE 16: NON-CURRENT ASSETS

	Gross Valuation	Depreciation for 1994-95	Accum. Depreciation 1995	Written Down Value 1995	Written Down Value 1994
At Cost					
Buildings	143,912	3,474	6,160	137,752	131,347
Plant and Equipment, Furniture etc.,	703,821	60,467	403,865	299,956	219,130
	<u>847,733</u>	<u>63,941</u>	<u>410,025</u>	<u>437,708</u>	<u>350,477</u>
At Valuation					
Land	2,400,000	-	-	2,400,000	2,400,000
Buildings	875,000	21,875	48,125	826,875	848,750
	<u>3,275,000</u>	<u>21,875</u>	<u>48,125</u>	<u>3,226,875</u>	<u>3,248,750</u>
	<u>4,122,733</u>	<u>85,816</u>	<u>458,150</u>	<u>3,664,583</u>	<u>3,599,227</u>

Land and buildings at valuation:

Land and buildings have been valued by an independent valuer (G. A. Thomson & Co. Pty. Ltd.) as of 30 June 1992

NOTE 17: RECONCILIATION OF CASH

Cash is defined as- petty cash, bank or financial institution deposits and investments (at call or highly liquid and readily convertible to cash within 24 hours) which the Centre uses in its cash management function on a day to day basis.

	1995	1994
	\$	\$
Operating Fund:		
Cash at bank and on hand	(20,217)	41,623
At call deposits	306,000	215,000
Capital Account:		
Cash at bank	53,716	12,494
At call deposits	203,500	178,500
Specific Purposes Account:		
Cash at bank	2,480	8,427
At call deposits	63,499	28,508
Queen Elizabeth Day Nursery:		
Cash at bank	10,618	-
Capital Account At Call Deposit	33,000	33,000
Carlton Creche:		
Cash at bank	8,881	14,632
	<u>661,477</u>	<u>532,184</u>

THE QUEEN ELIZABETH CENTRE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

NOTE 18: RECONCILIATION OF NET CASH USED IN OPERATING ACTIVITIES TO OPERATING RESULT

	1995	1994
	\$	\$
Operating Result (Deficit)	(7,863)	(43,138)
Capital income	(118,018)	-
	<hr/>	<hr/>
Depreciation	(125,881)	(43,138)
Profit on sale of assets	85,816	72,674
Long Service Leave Expense	(875)	-
Increase in accrual	23,855	5,574
Decrease in creditors	80	22,993
Increase in employee entitlements	(12,947)	(12,190)
Decrease in patient/parent fees	16,010	-
Increase in debtors, accrued income	18,182	20,335
Increase/(Decrease) in prepaid income	(28,890)	(41,805)
(Increase)/Decrease in stores	32,731	(3,496)
	(4,403)	3,080
	<hr/>	<hr/>
Net cash used in operating activities	3,678	24,027
	<hr/>	<hr/>

NOTE 19: CAPITAL COMMITMENTS

The Centre has no commitments for future capital works.

NOTE 20: SUPERANNUATION

HOSPITAL

The Queen Elizabeth Centre is a participating institution in the Hospitals Superannuation Fund.

The Centre's total contributions for the 1994/95 financial year were \$151,914 (1994 \$161,788), of which outstanding contributions, recorded as Sundry Creditors, were \$13,269 (1994 \$13,687).

In accordance with Section 29(2)(a) of the Hospitals Superannuation Act, 1988, contributions of the institution are calculated as a percentage of the employee's salary. Separate contributions are determined for Basic Benefits/HOSfund on the one hand and optional Contributory Benefits on the other, in accordance with Section 29(3). The rates for 1994-95 for all Class A participating employers were:

	Employee	Employer
Basic Benefit:	-	6%
Contributory:	3%	4%
	4%	5%
	6%	10%

DAY NURSERIES

Day nurseries staff participate in the Hospitals Superannuation funds. Superannuation is not funded by the Department of Health & Community Services.

THE QUEEN ELIZABETH CENTRE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

NOTE 21: PROFIT OR LOSS ON DISPOSAL OF NON-CURRENT ASSETS

	1995	1994
Proceeds	1,350	-
Less written down value	475	-
	<hr/>	<hr/>
	875	-
	<hr/>	<hr/>

NOTE 22: SEGMENT REPORTING

Segment	Segment Revenues	Surplus/ (Deficit)	Segment Assets
Hospital	2,187,852	(10,304)	4,279,295
Day Nurseries	554,436	2,441	872,786
	<hr/>	<hr/>	<hr/>
Total	2,742,288	(7,863)	5,152,081
	<hr/>	<hr/>	<hr/>

NOTE 23: DIRECTOR RELATED DISCLOSURES

(a) Directors:

The names of persons who were directors at any time during the financial year are:

Mr. D. Dyer, (President)
Acting Superintendent Vicki Fraser (Vice President)
Dr. John Spensley (Vice President)
Ms. Lorna Blair (Board member)
Mrs. Denise Brown (Board member)
Ms. Andrea Coote (Board member)
Mr. Christopher Hansen (Board member)
Mr. Anthony Larkin (Board member)
Mr. Graeme McRae (Board member)
Dr. Campbell Paul (Board member)
Mrs. Patricia Summers (Board member)
Mr. Robert White (Board member)

(b) Other Transactions of directors and director related entities

A board member (director) Mr. G. McRae is the managing director of Kintore Management Pty. Ltd., which has, during the year, provided consulting services to The Queen Elizabeth Centre under normal terms and conditions. This amount of \$9,880 has been capitalised in connection with planning of future activities.

THE QUEEN ELIZABETH CENTRE
REVENUE AND EXPENSE STATEMENT FOR THE YEAR ENDED 30 JUNE 1995

	Notes	Hospital Operations \$	Day Nurseries \$	Total 1994/95 \$	Total 1993/94 \$
OPERATING REVENUE PROVIDING FUND INFLOWS					
Services Supported by Health Services Agreement					
Government Grants	2	1,640,550	-	1,640,550	1,509,085
Indirect Contributions by Dept. of Health & Community Services, Victoria	3	23,307	-	23,307	23,978
Patient Fees	4	259,431	-	259,431	409,596
Other Revenue	5	3,363	-	3,363	3,418
		1,926,651	-	1,926,651	1,946,075
Services Supported by Hospital and Community Initiatives					
Government grants	2	-	231,564	231,564	245,265
Parent fees	4	-	298,797	298,797	313,735
Donations		54,701	2,945	57,646	62,288
Interest		46,024	19,850	65,874	66,616
Other Revenue	5	42,458	1,280	43,738	50,209
		143,183	554,436	697,619	738,093
TOTAL OPERATING REVENUE PROVIDING FUND INFLOWS		2,069,834	554,436	2,624,270	2,684,168
LESS OPERATING EXPENSES REQUIRING FUND OUTFLOWS					
Services Supported by Health Services Agreement					
Direct Patient Care Services		1,128,531	-	1,128,531	1,149,696
Diagnostic & Medical Support Services		47,557	-	47,557	43,980
Administration & Quality Assurance		257,387	-	257,387	236,729
Engineering & Maintenance		226,672	-	226,672	154,699
Domestic & Catering Services		234,779	-	234,779	254,363
Corporate costs funded by H & CS	3	23,307	-	23,307	23,978
Workcover		27,943	-	27,943	27,168
Superannuation		126,401	-	126,401	134,010
Teaching Services		11,293	-	11,293	25,042
Interest		6	-	6	3
Audit fees		4,080	-	4,080	6,840
Services supported by Hospital and Community Initiatives					
Direct child care		-	418,738	418,738	400,208
Diagnostic & Medical Support Services		-	532	532	142
Administration & Quality Assurance		-	28,234	28,234	43,345
Engineering & Maintenance		-	13,940	13,940	24,852
Domestic & Catering Services		-	34,695	34,695	34,441
Workcover		-	10,748	10,748	12,196
Superannuation		-	24,512	24,512	27,778
Teaching Services		-	370	370	797
TOTAL OPERATING EXPENSES REQUIRING FUND OUTFLOWS	6	2,087,956	531,769	2,619,725	2,600,264
OPERATING SURPLUS/(DEFICIT) PROVIDING FUND INFLOWS/(OUTFLOWS)		(18,122)	22,667	4,545	83,904
Less operating expenses not requiring fund outflows					
Depreciation		73,894	11,922	85,816	72,674
Long service leave		36,034	8,101	44,135	54,368
Disposal of assets (w. d. v.)		272	203	475	-
OPERATING SURPLUS/(DEFICIT) NOT PROVIDING/(REQUIRING) FUND OUTFLOWS		110,200	20,226	130,426	127,042
OPERATING SURPLUS/(DEFICIT) PRIOR TO CAPITAL ITEMS		(128,322)	2,441	(125,881)	(43,138)
Income designated for capital purposes					
Donations		90,018	-	90,018	41,840
Government grants	2	28,000	-	28,000	-
Total income designated for capital purposes		118,018	-	118,018	41,840
OPERATING SURPLUS/(DEFICIT) FOR THE YEAR		(10,304)	2,441	(7,863)	(1,298)
Retained surplus/(Accumulated deficit) at 1 July 1994					
Transfer from contributed capital at 1 July 1994		(454,485)	73,908	(380,577)	(305,438)
Amount available for appropriation		1,556,361	495,229	2,051,590	(305,439)
Aggregate of amounts transferred from reserves					
Aggregate of amounts transferred from reserves	9	1,548,057	497,670	2,045,727	(308,737)
		(53,428)	-	(53,428)	(73,840)
		4,675	-	4,675	-
Retained surplus/(Accumulated deficit) at 30 June 1995		1,497,304	497,670	1,994,974	(380,577)

This statement should be read in conjunction with the accompanying notes.
xv

THE QUEEN ELIZABETH CENTRE
COMPARATIVE FINANCIAL STATEMENT

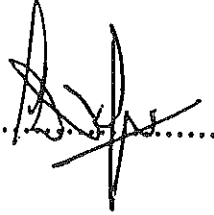
	1995 \$	1994 \$	1993 \$	1992 \$	1991 \$
INCOME					
Meals and Accommodation	3,383	3,417	5,389	4,010	3,851
Donations	147,664	104,109	157,325	165,007	58,458
Day Nursery Fees	298,797	313,735	309,995	269,699	297,229
State Government Grants- Day Nursery	-	-	37,216	74,349	185,243
State Government Grants- Hospital	1,668,550	1,509,085	1,527,896	1,680,904	1,691,671
Commonwealth Government Grants- Day Nursery Fee Relief	157,498	172,049	152,031	148,569	50,955
Commonwealth Government Grants- Day Nursery Operating	74,066	73,216	27,999	-	-
Patients' Fees	259,431	409,596	485,834	392,894	310,832
Rental Properties- Nett income	36,150	39,074	41,121	22,664	21,676
Cost Recoveries	6,511	11,135	8,354	11,734	6,301
Interest Received	65,874	66,616	68,647	95,672	140,358
Profit on Disposal of Assets	1,077	-	-	3,601	-
Indirect Contribution by Health Department Victoria	23,307	23,976	24,844	22,089	17,426
	2,742,288	2,726,008	2,846,651	2,891,192	2,784,000
EXPENDITURE					
Salaries and Wages	1,980,367	1,992,950	2,009,377	1,990,421	1,911,875
Visiting Medical Officers	16,125	11,457	14,261	20,279	13,136
Superannuation	150,913	161,788	146,176	91,417	79,293
Consultants' Fees	-	-	-	10,861	20,000
Food Supplies	68,024	68,153	72,333	74,973	88,301
Medical and Surgical	9,528	6,711	9,134	10,971	7,969
Fuel, Light and Power	56,629	49,294	50,716	44,522	42,435
Domestic Charges	31,765	67,776	57,707	63,053	73,362
Maintenance	170,187	88,595	58,582	104,232	155,875
Administrative	123,597	130,543	146,297	151,826	169,240
Depreciation	85,816	72,674	64,252	76,730	77,526
Provision for Long Service Leave	44,135	54,368	75,729	90,307	39,800
Bad Debts	1,402	6,155	5,066	5,299	-
Teaching Services	11,663	16,842	7,182	11,456	12,246
Loss on Disposal of Assets	-	-	-	-	591
Abnormal Item: Prior Period Adjustment	-	-	-	-	13,205
Decrement on Revaluation of Buildings	-	-	-	204,631	-
	2,750,151	2,727,306	2,716,812	2,950,978	2,704,854
Net Surplus/(Deficit transferred to Retained Surplus (Accumulated Deficit))	(7,863)	(1,298)	129,839	(59,786)	79,146
Retained earnings (Accumulated losses) Plus transfer from contributed capital at 1 July 1994					
	(437,193)	(380,577)	(305,439)	(279,452)	(13,565)
	2,432,167	-	-	-	-
Retained earnings (Accumulated losses)	1,994,974	(380,577)	(305,439)	(279,452)	(13,565)
Total assets					
Total assets	5,152,081	5,100,215	5,088,633	4,980,065	5,025,172
Total liabilities					
Total liabilities	661,356	601,627	588,747	610,019	558,560
Net assets	4,490,725	4,498,588	4,499,886	4,370,046	4,466,612

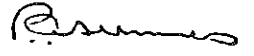
CERTIFICATION


In our opinion, the Report of Operations, the financial statements of The Queen Elizabeth Centre, comprising revenue and expense statement, balance sheet, consolidated statement of changes in equity, statement of cash flows, and notes to the Financial Statements have been prepared in accordance with the provisions of the Financial Management Act 1994 and the Directions of the Minister for Finance Part 9 Reporting Provisions.


In our opinion the financial statements present fairly the financial transactions for the year ended 30 June 1995 and the financial position as at that date of The Queen Elizabeth Centre.

At the date of signing the financial statements we are not aware of any circumstances which would render any particulars included in the statements to be misleading or inaccurate.

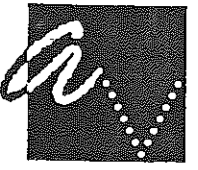
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Chairperson
Mr D. Dyer

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Treasurer
Mrs. P. Summers

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Chief Executive Officer
Mr S. Seymour

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Principal Accounting Officer
Mr K. Lumley

Dated the 18th day of August 1995



VICTORIAN
AUDITOR-
GENERAL'S
OFFICE

Auditing in the
Public Interest

Auditor-General's Report

Audit Scope

The accompanying financial statements of the Queen Elizabeth Centre for the year ended 30 June 1995, comprising revenue and expense statement, balance sheet, consolidated statement of changes in equity, statement of cash flows and notes to the financial statements, have been audited. The members of the Centre's Board of Management are responsible for the preparation and presentation of the financial statements and the information they contain. An independent audit has been carried out in order to provide an audit report on the financial statements as required by the *Audit Act* 1994.

The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. The audit procedures included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and comply with the requirements of the *Financial Management Act* 1994, so as to present a view which is consistent with my understanding of the financial position of the Queen Elizabeth Centre and the results of its operations and its cash flows.

The audit opinion expressed on the financial statements has been formed on the above basis.

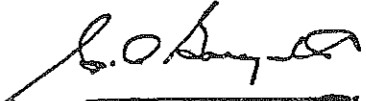
Qualification

The Centre has not included the assets, liabilities, revenues and expenses of the Queen Elizabeth Centre Foundation in its financial statements. In my opinion, the Foundation is a controlled entity of the Centre as it receives the majority of its benefits in relation to the Foundation's financial and operating activities. Had the Foundation been consolidated within the Centre's financial statements in accordance with Australian Accounting Standard AAS24 - Consolidated Financial Reports, the consolidated operating surplus for the year would have been \$170 578 and total equity \$5.426 million.

Qualified Audit Opinion

In my opinion, except for the effect on the financial statements of the matter referred to above, the financial statements present fairly the financial position of the Queen Elizabeth Centre as at 30 June 1995 and the results of its operations and its cash flows for the year ended on that date in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and comply with the requirements of the *Financial Management Act* 1994.

MELBOURNE
21 / 9 / 1995

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C.A. BARAGWANATH
Auditor-General