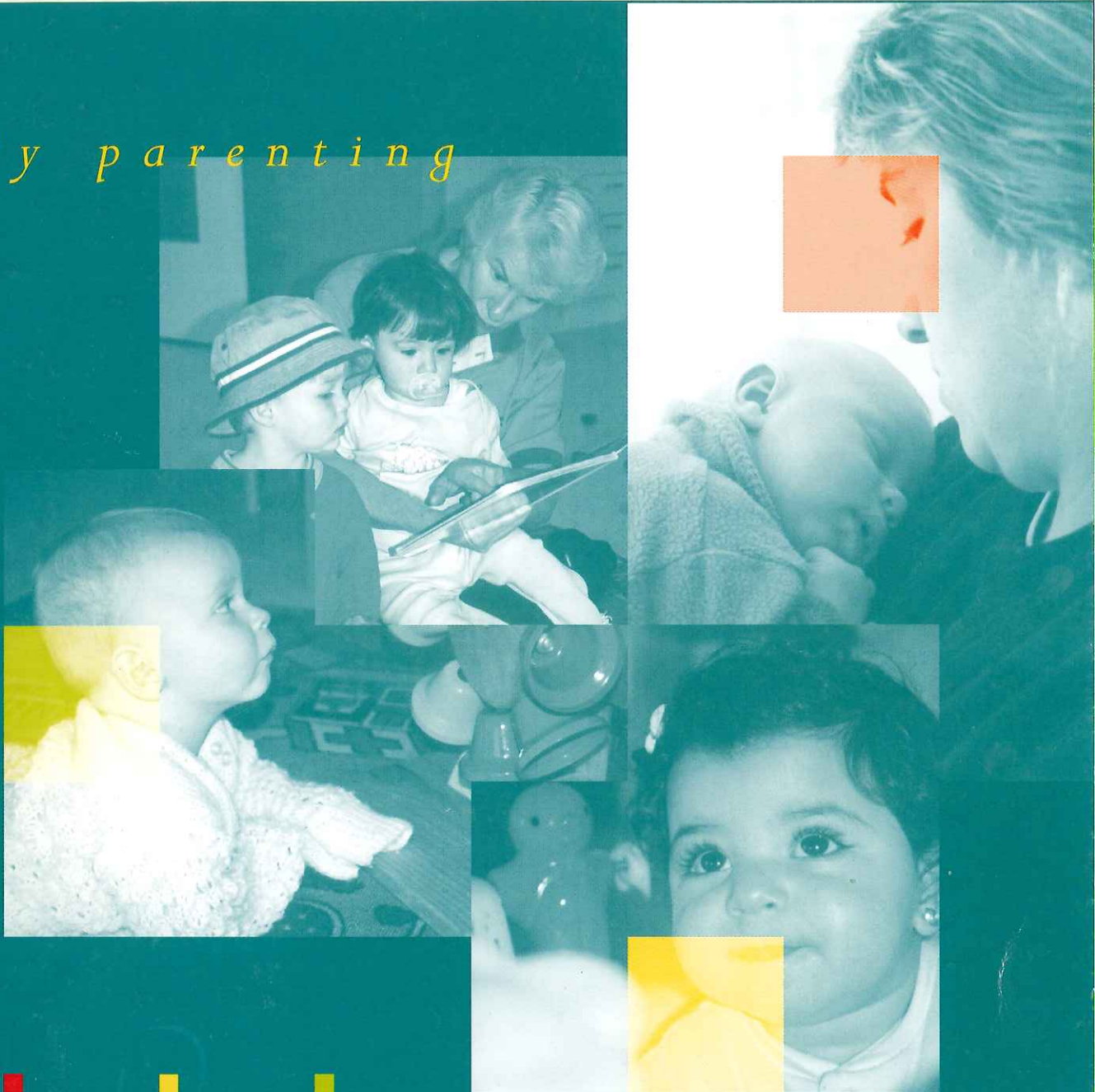




The  
*Queen Elizabeth*  
Centre

*early parenting*



83rd Annual Report

2001



# History

The Queen Elizabeth Centre directly derives from the Victorian Baby Health Centres Association, which was formed in Victoria in 1917. The Baby Health Centres movement was conceived by the late Dr I. Younger Ross, the late Mrs J Hemphill and the late Mrs W Ramsay. It spearheaded the establishment of baby health centres throughout Victoria, coordinating the efforts of local municipalities, organisations like the Country Women's Association and local voluntary committees.

- 1917 the first Baby Health Centre opened in Richmond
- 1918 the Victorian Baby Health Centres Association and its graduate nurse training centre were formally established in South Melbourne
- 1928 the Victorian Baby Health Centres Association Training School moved to new premises at 730 Swanston Street, Carlton, becoming the first residential centre for nurses and doctors studying infant health and welfare
- 1934 the residential training school registered as a public hospital under the Hospitals and Charities Act
- 1937 Travelling Baby Health Centre commenced the Mallee Circuit
- 1949 Baby Health Centre of the Air broadcast on radio station 3UJZ until 1953
- 1950 Victorian Baby Health Centres Association was incorporated
- 1951 Victorian Baby Health Centres Association Inc, functions transferred to newly renovated premises on the site of the former Carlton Home bound by Keppel, Lytton and Cardigan Streets. Named after Her Majesty, Queen Elizabeth, the Queen Mother, it comprised a Nursing Mothers' Wing, Infants' Hospital Section and Baby Health Centre; nurse training functions continued until 1979
- 1973 new hospital building opened with frontage to Lytton Street
- 1979 Queen Elizabeth Day Nursery opened
- 1983 Queen Elizabeth Auxiliary established
- 1986 name changed to The Queen Elizabeth Centre
- 1989 Carlton Creche and Day Nursery amalgamated with The Queen Elizabeth Centre
- 1993 Community Outreach Nurse Service (home visiting) commenced; June Shaw Wing opened
- 1994 Day Stay services commenced
- 1995 conversion of former Children's Unit to family accommodation
- 1996 establishment of three year Dandenong Day Stay Program
- 1997 Queen Elizabeth Day Nursery closed; establishment of two year Mill Park and Wangaratta Day Stay Programs and Wangaratta In Home Support Programs
- 1998 The Queen Elizabeth Centre moved to new premises at 53 Thomas Street, Noble Park; establishment of pilot residential Parenting Assessment and Skills Development Program with funding from the Victorian Government High Risk Infants Initiative; extension of Wangaratta Day Program to Myrtleford
- 1999 Carlton Creche & Day Nursery sold—proceeds established The Queen Elizabeth Centre Research & Development Fund; The Queen Elizabeth Centre Community Partnership awarded three year tender for Home Based Parenting Assessment and Skills Development Services (PASDS) Southern Metropolitan Region; establishment of pilot Home-Based PASDS Hume and Gippsland Regions
- 2000 establishment of pilot Home-Based PASDS Northern Metropolitan Region; inaugural Queen Elizabeth Centre National Conference; publication of *Save the Babies—The Victorian Baby Health Centres' Association and The Queen Elizabeth Centre, The First 83 Years*

# Annual Report 2000–2001

REPORT OF OPERATIONS AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2001

Introduction & Mission Statement	2
Underpinning Principles and Future Directions	3
Objects	4
Board of Management, Office Bearers and Senior Staff	5
Organisation Chart at 30th June 2001	6
President's Report	7
Our Clients	8
Our Services and Programs	11
Human Resources	17
General Reports	19
Donations & Financial Results	20
Financial Statements	22

## Tables

1	QEC Client Family Separations by Service and Location 1998–2001	8
2	QEC Admitted Hospital Clients (Noble Park Site) 1998–2001	9
3	Family Separations from Parenting Assessment and Skill Development Services (PASDS) by Referring Child Protection Service, 1998–2001	10
4	QEC Client Families Admitted to Noble Park Services: Distribution by Home Location (DHS Region) 1998–2001	10
5	Client Families at Combined QEC Noble Park and Regional Sites 1998–2001: Distribution by Home Location (DHS Region)	10
6	QEC Staff Establishment at 30 June 2000 and 30 June 2001	17
7	Donations 2000–2001	20
8	Summary of Financial Results 1997–2001	20
9	Financial Analysis of Operating Revenues and Expenses	21

This report was presented to the public on Wednesday 17 October 2001

*The Queen Elizabeth Centre*

53 Thomas Street Noble Park 3174 telephone 9549 2777 facsimile 9549 2779 email theqec@qec.org.au



# Introduction

The Queen Elizabeth Centre (QEC) is a registered public hospital and, in accordance with the Health Services Act 1988 is a body corporate with perpetual succession.

A Board of Management is responsible to oversee and manage the hospital and to ensure that the services provided by the hospital comply with the requirements of this Act and the objects of the hospital (Health Services Act 1988, s.33[2]).

The Minister for Community Services, The Honourable Christine Campbell, MP, has portfolio responsibility for The Queen Elizabeth Centre. Government policy and funding related to The Queen Elizabeth Centre are administered through the Community Care Division and the Southern Metropolitan Region of the Department of Human Services.

The core business of The Queen Elizabeth Centre is the provision of specialised care, support and education to families from anywhere in Victoria who are experiencing difficulties with parenting and whose children are in the age range, 0–3 years. These difficulties may arise from physical, psychological, intellectual or social causes. Modes of service delivery include residential stay, day stay, home visiting and telephone information. The main campus is located at Noble Park. Regional outreach bases are located at Morwell, Wangaratta, Warragul and West Heidelberg.

## Mission Statement

*The Queen Elizabeth Centre is committed to offering specialised support, care and educational services to Victorian families who have children up to three years of age, with the aim of enhancing the health and development of the family.*

*Our role is to work in partnership with families, acknowledging that they are the principal providers of care and nurture of children.*

# Underpinning Principles

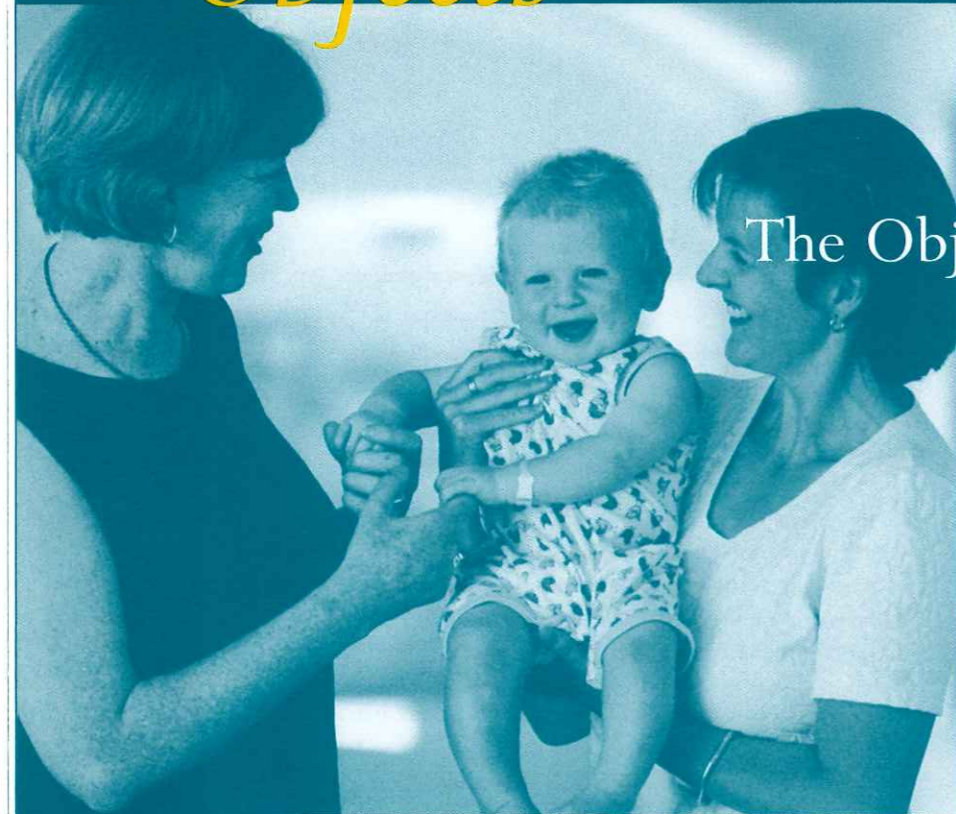
- The family is the principal provider of care and nurture for children whether sick or well. QEC practices and procedures will be family-centred, with professionals working in partnership with families to articulate and achieve families' goals and objectives.
- Families with additional needs arising from age, substance dependence or poverty have equal opportunity to access QEC services and programs as the general population. Services and programs offered will be culturally relevant to all clients. All clients select their own care plans in partnership with staff and have a responsibility to participate in these services and programs.
- As a public health organisation, QEC endorses and participates in the achievement of national and state child health goals and targets, including:
  - increasing breast feeding and immunisation rates,
  - preventing illness and injury (accidental and non-accidental)
  - promoting healthy nutrition, fitness and positive family functioning
  - identifying health and/or developmental problems early and facilitating early intervention
- Children have the right to a standard of living adequate for physical, mental, spiritual, moral and social development, including free and compulsory education, the highest attainable standard of health and access to health care and freedom from abuse and exploitation (United Nations 1990 Convention on the Rights of the Child).
- Where the continuing actions or behaviour of a family are believed to put a child at risk of significant harm, the child's interests are paramount and QEC's professional staff are legally required to notify children's protective services.

## Future Directions

- Deliver a flexible, responsive range of services from Noble Park and regional bases, including residential, day, home-visiting, telephone, education and research services.
- Evaluate and improve the quality and effectiveness of early parenting services. This will be done by:
  - undertaking and commissioning research, client surveys and program evaluation
  - reviewing and redeveloping services based on research and evaluation findings
  - continually monitoring and improving quality
  - fostering links with educational and research institutions related to staff development and research
- Respond to new opportunities to grow QEC's critical mass particularly those emerging through tender processes. Establish strategic alliances with other organisations.
- Continue to maintain a geographically broad client base by offering residential services to a statewide clientele, outreaching day-stay and in-home programs to areas of need and by developing multimedia links (tele-conferencing, interactive video conferencing). These links will target groups of parents, groups of professionals or both throughout Victoria.
- Attract funding from a variety of sources that will further these development strategies.



# Objects



*The Minister for Community Services, the Hon. Christine Campbell MP, baby Matthew Beaumont and Mother Cathrine at The Queen Elizabeth Centre*

## The Objects of the Queen Elizabeth Centre are:

- to develop parenting competence and confidence, enabling families to nurture and protect their children and to enhance family health and development;
- to enhance access to services by ensuring the availability of residential, day stay and home visiting services;
- to provide services that are individually and culturally sensitive to all families experiencing parenting difficulties including those with special needs such as a disability or chronic illness, maternal depression, a substance dependency, adolescent parents or family members who do not speak English;
- to enable families to function independently within their own communities by maintaining productive linkages with community-based services;
- to promote community and professional awareness and knowledge about the care and nurturing needs of young children; and
- to respond to the changing needs of families by monitoring service effectiveness and quality, and by regular review and redevelopment.

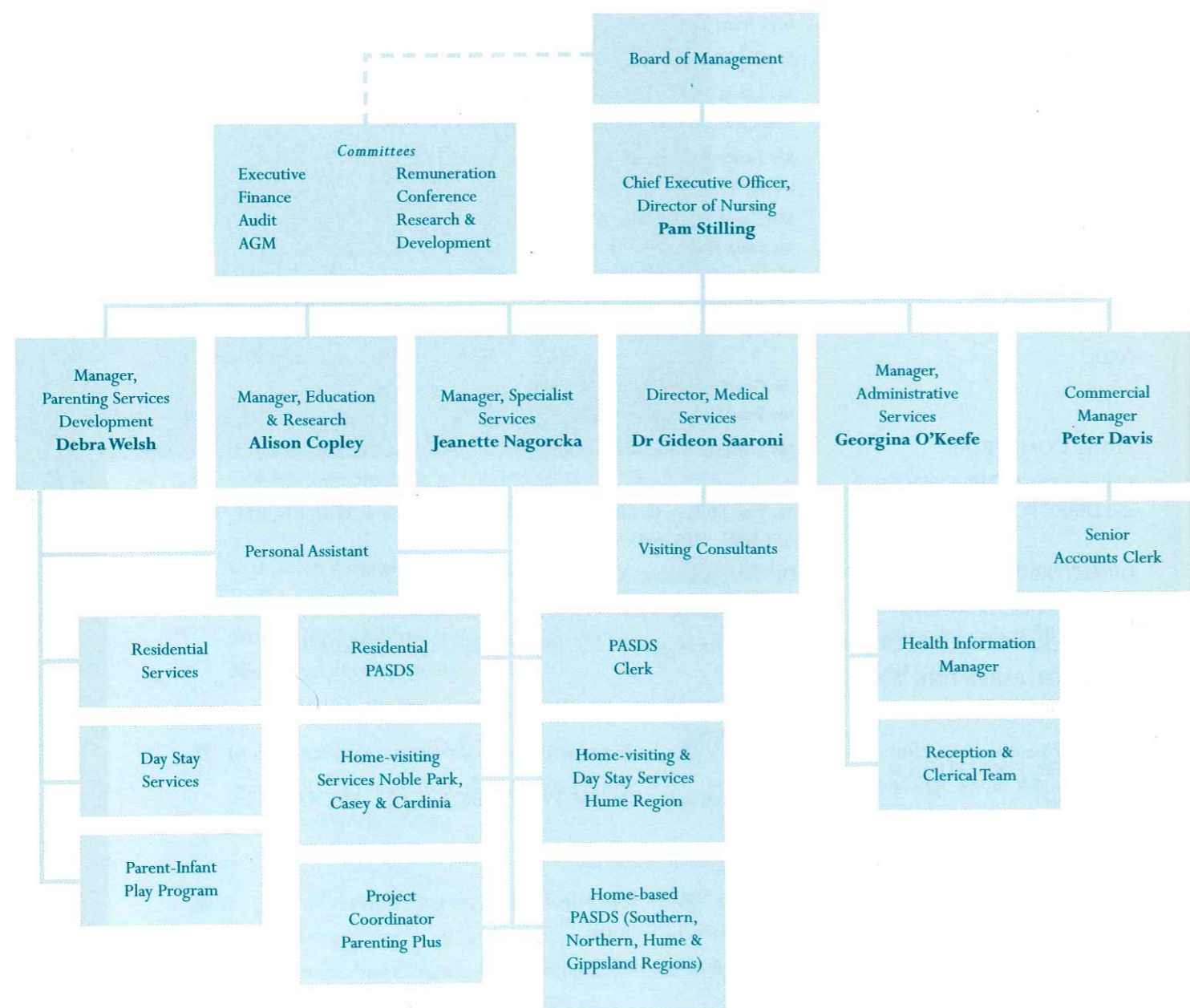
# Board of Management Office Bearers and Senior Staff

PATRON	Mrs June Shaw
PRESIDENT	Mr Paul Trowbridge, B Ec
VICE PRESIDENTS	Ms Linda Martin, BA, DipEd, BSW, MSW Associate Professor Campbell Paul, MBBS, FRANZCP
HONORARY TREASURER	Mr Bruce Morley, BCom, ARMTTC, FCPA, FCIS, FAICD, AFAIM (from 1 November 2000)
COMMITTEE MEMBERS	Ms Carmel Benjamin, AM Ms Dale Fisher, RN, B BA, AFACHSE (from 1 November 2000) Ms Vicki Fraser, APM Ms Elizabeth Johnson, BA, LLB (Hons) Ms June McLoughlin, DipEC, DipID, BEd, MEd (from 1 November 2000)
AUDIT COMMITTEE	Dr Gay Ochiltree, PhD, BA, BEd. Mr Fred Verschuren, BBus, MBA, ASCPA, FCIS Ms L Martin, Mr F Verschuren, Ms J McLoughlin
CHIEF EXECUTIVE OFFICER and DIRECTOR OF NURSING	Ms Pam Stilling, GradDipHlthSvcsMgmt, DipAppSc (CHN), RN, RM, AFCHSE, MRCNA
DIRECTOR OF MEDICAL SERVICES	Dr Gideon Saaroni, MBBS
COMMERCIAL MANAGER	Mr Peter Davis, BBus (Acc), BHA, MBA, CertHthEc, FCPA, AFCHSE
MANAGER, SPECIALIST SERVICES	Ms Jeanette Nagorcka, RN, RM, DipAppSc (CHN), FRCNA
MANAGER, PARENTING SERVICES DEVELOPMENT	Ms Debra Welsh, RN, RM, NPNC, MCHN, BAppSci (AdvNsg – Ed), MRCNA
MANAGER, EDUCATION & RESEARCH	Ms Alison Copley, RN, RM, IWCert, BN(Ed), MSc, FRCNA
MANAGER, ADMINISTRATIVE SERVICES	Ms Georgina O'Keefe, BA
HONORARY SOLICITORS	Mallesons Stephen Jaques
AUDITORS	Auditor-General Victoria
BANKERS	National Australia Bank Limited



# Organisation Chart

## at 30th June 2001



Legend

PASDS: Parenting Assessment and Skill Development Services

# President's Report

The Queen Elizabeth Centre had a very busy and fruitful year. Our reputation remains strong as we gain ever-wider recognition as leaders in the early parenting field.

A significant highlight of 2000–2001 was the publication of *Save the Babies*, a colourful and fascinating account of the Centre from its earliest days as the fledgling Victorian Baby Health Centres Association through to the thriving enterprise it is today. With funding generously provided by The Queen Elizabeth Centre Foundation, the Board of Management commissioned author, Dr Cheryl Crockett, to write a book to mark the Centre's move to the new Noble Park facility and to preserve for posterity the remarkable pathway that led us here through the past eighty-three years. Cheryl produced a wonderful document that was launched by Emeritus Professor Margaret Bennett in November 2000.

The Queen Elizabeth Centre held its first national conference at the Copland Theatre, The University of Melbourne, on November 10 and 11, 2000. The conference titled *The Critical Early Childhood Years: Rethinking Current Interventions and Strategies*, was an overwhelming success, attracting 530 delegates and 73 presented papers. Highly acclaimed international keynote speakers, Dr Deborah Phillips from the USA and Dr Fraser Mustard from Canada, presented ground-breaking studies about the importance of children's first years of life, not only to children's own future health and happiness but to the benefit of society in the longer term.

Another significant achievement towards the end of 2000 was the Centre being awarded Quality Management Systems Certification.

Congratulations once again to the staff of The Queen Elizabeth Centre for the successes of the year and for the hard work that made these achievements so successful and, in particular, Pam Stilling, who celebrates her sixth year with the Centre.

Thanks are also due to The Hon. Walter Jona, AM JP, Chairperson, and the Trustees of The Queen

Elizabeth Centre Foundation for financially supporting the publication of *Save the Babies*, the installation of shade sails over a children's playground, the purchase of five new computers and the administrative costs of the November Conference. In all, the Foundation's efforts contributed almost \$50,000 to support the Centre's activities during the year.

The Board of Management formalised and documented its own governance policies during the year. We also reviewed and, at year's end, are updating the Centre's key future strategies in readiness for the next five years. These were major pieces of work and I thank my fellow Board members for their participation.

Three very welcome newcomers were appointed to the Board in November 2000. They are Ms Dale Fisher, General Manager, Royal Women's Hospital, Ms June McLoughlin, Director, Early Childhood Unit, Centre for Community Child Health, University of Melbourne, and Mr. Bruce Morley, Director, Willis Management Consultants and formerly Director of Finance, Sigma Pharmaceuticals. I very much appreciate the expertise each brings and the strong personal contribution each of these persons has made since their appointments.

I thank members of Board Committees for their work, especially the newer committees, Conference and Research and Development, for their focussed work during the year.

Finally, I wish to thank immediate Past President, Vicki Fraser APM, for her obvious enthusiasm for The Queen Elizabeth Centre, for overseeing it through its geographic transition from Carlton to Noble Park and its four regional satellites (West Heidelberg, Morwell, Warragul and Wangaratta), and, not least, for her personal encouragement when I stepped into her presidential shoes.

In summary, The Queen Elizabeth Centre has had an outstanding year and we plan many more of them to come.

**Paul Trowbridge,**  
*President.*



# Our Clients

## Throughput Statistics

In 2000–2001 3,826 families received early parenting services from The Queen Elizabeth Centre. Table 1 shows total numbers of families (admitted and non-admitted) for financial years 1998 to 2001 who received early parenting services at our Noble Park and Wangaratta centres, and in their own homes in the Southern and Northern metropolitan regions and Gippsland and Hume rural regions. Table 2 presents numbers of individual clients who were formally admitted as hospital patients to the Noble Park residential and day stay programs in the same

three years. The significant increase in families receiving home-based Parenting Assessment and Skill Development Services (PASDS) in 2000–2001 reflects the Gippsland and Northern Region programs' first full year of operation. The reduction over the three-year period in numbers of families receiving a residential service at Noble Park results from the greater lengths of stay required for families in the residential PASDS program. At any time one quarter of residents is participating in a PASDS program.

**Table 1: QEC Client Family Separations by Service and Location, 1998–2001**

SERVICE MODE	PROGRAM AND LOCATION	1998–1999 Families	1999–2000 Families	2000–2001 Families
Residential	Early Parenting – Noble Park	869	745	697
	Parenting Assessment & Skill Development Services (PASDS) <sup>1</sup> – Noble Park	125	104	100
Day Stay	Noble Park	614	969	718
	Dandenong <sup>2</sup>	410		
	Mill Park <sup>3</sup>	81		
	Wangaratta/Myrtleford <sup>4</sup>	92	82	54
	City of Casey <sup>5</sup>			135
Home Visiting	From Noble Park	55	88	64
	Upper Hume Region <sup>6</sup>	120	172	137
	City of Casey <sup>7</sup>			14
	Shire of Cardinia <sup>8</sup>			16
Home-Based PASDS	Upper Hume Region <sup>9</sup>		7	11
	Gippsland Region <sup>10</sup>		37	28
	North Metropolitan Region <sup>11</sup>		13	33
	South Metropolitan Region <sup>12</sup>		52	44
Telephone Advice Only <sup>13</sup>	From Noble Park Triage	2,039	2,092	1,775
<b>Totals</b>		<b>4,405</b>	<b>4,361</b>	<b>3,826</b>

1 Residential PASDS commenced at Noble Park June 1998  
 2 Dandenong Day Stay program, January 1996–December 1998  
 3 Mill Park Day Stay program, May 1997–October 1998  
 4 Wangaratta/Myrtleford Day Stay program commenced May 1997  
 5 City of Casey Day Stay programs commenced November 2000  
 6 Upper Hume Region home visiting program commenced May 1997  
 7 City of Casey home visiting program commenced November 2000  
 8 Shire of Cardinia home visiting program commenced October 2000  
 9 Upper Hume Region Home-Based PASDS commenced August 1999  
 10 Gippsland Home-Based PASDS commenced September 1999  
 11 Northern Metropolitan Region Home-Based PASDS commenced March 2000  
 12 Southern Metropolitan Region Home-Based PASDS commenced August 1999  
 13 Telephone advice or information only (diverted from requiring admission to other service)

**Table 2: QEC Admitted Hospital Clients (Noble Park Site) 1998–2001**

RESIDENTIAL SERVICES		1998–1999	1999–2000	2000–2001
Separations <sup>1</sup>	Public	2,422	2,091	2,025
Bed Days	Public	9,244	8,296	7,885
	Average Length of Stay <sup>2</sup>	3.81 days	3.96 days	3.89 days
SAME DAY SERVICES <sup>3</sup>				
Separations	Public	1,568	2,255	1,571
TOTALS – RESIDENTIAL & SAME DAY				
Separations		3,990	4,346	3,596
Bed Days		10,812	10,551	9,489
Average Length of Stay <sup>2</sup>		2.7 days	2.4 days	2.64 days
Cost per admitted client per day <sup>4</sup>		\$253.71	\$269.45	\$336.12

1 Separations are discharged clients  
 2 Bed day count is done at midnight. Thus average length of stay is artificially low because clients are admitted to QEC's residential wing at 9.00am on their first day and are discharged at 4.00pm on their last day. Only one of these days counts as a bed day.  
 3 Includes clients who attended day stay programs plus those who participated in residential programs but did not stay overnight.  
 4 Increased cost per day in 1999–00 and 2000–01 reflects higher staff:client ratios in Parenting Assessment & Skills Development Services.

## Geographic Catchment

The Queen Elizabeth Centre offers residential services at Noble Park to families living anywhere in Victoria. While some families do travel from as far away as the Mallee and the Western District, their numbers are relatively small. Our day stay programs at Noble Park and Wangaratta attract families who live within reasonable same-day travelling distance from those centres. Our home-visiting services are restricted to defined geographic areas related to funding agreements.

Table 3 shows distribution by referring region of the number of families who completed PASDS programs. Table 4 gives the distribution of families who were clients at our Noble Park site from 1998–2001 by the region where they live. Table 5 presents similar data for clients of our combined Noble Park and regional-based services in the same three-year period.

## Socio-Demographic Profile of Clients

The 1,571 families admitted to Residential and Day Stay Programs at the Noble Park facility during 2000–2001 reflected a broad range of socio-economic circumstances.

Of these families, 513 were recipients of pensions or benefits (32%), including 290 parents who received Family Allowance Supplement (18.4%), 141 who received Sole Parent Pensions (8.97%)

and 24 who received Disability Support Pensions (0.2%). Thirty-nine families were receiving a Newstart or Job Search Allowance (2.4%) and one family a Young Homeless Allowance.

Seven admitted clients were Aborigines or Torres Strait Islanders (0.19%). Of adult clients 5.8% were born overseas in 55 different non-English-speaking countries and 3.9% reported speaking one of 27 languages other than English at home.

Of the children at The Queen Elizabeth Centre 31.3% were under 11 months of age, 31.5% were between 12 and 18 months, and 37% were over 19 months. Of their parents, 1.7% were under 20 years, 7.7% were between 21 and 25 years, 24.8% were between 25 and 30 years, 34.4% were between 31 and 35 years and 31.3% were over 36 years.

## Referral sources

Maternal and child health nurses were the highest referrers to The Queen Elizabeth Centre in 2000–2001 (41% of admitted families), followed by self, family or friends (22%), Department of Human Services Child Protection Services (12.3%), other hospitals including early parenting centres (5%), general practitioners and medical specialists (3.7%) and other health service providers (1.8%). Internal referrals from one Queen Elizabeth Centre service to another accounted for 1.4% of referrals.



# Our Services and Programs

**Table 3: Family Separations from Parenting Assessment and Skill Development Services (PASDS) by Referring Child Protection Service, 1998–2001**

REFERRING DHS REGION	RESIDENTIAL PASDS			HOME-BASED PASDS			TOTALS
	98–99	99–00	00–01	98–99	99–00	00–01	
Eastern Metropolitan	3	1	3	–	–	–	7
Northern Metropolitan	26	24	21	–	13	33	117
Southern Metropolitan	57	48	42	–	29	44	220
Western Metropolitan	10	4	2	–	–	–	16
Barwon South West	2	1	–	–	–	–	3
Gippsland	8	5	6	–	37	28	143
Grampians	3	5	9	–	–	–	17
Hume	9	7	9	–	7	11	43
Loddon Mallee	–	5	8	–	–	–	13
Total	118	100	100	–	86	116	579

**Table 4: QEC Client Families Admitted to Noble Park Services: Distribution by Home Location (DHS Region) 1998–2001**

DHS REGION	1998–1999	1999–2000	2000–2001
	– in % –	– in % –	(n=1515)
Eastern Metropolitan	25.70	29.30	22.67
Northern Metropolitan	7.50	7.60	5.79
Southern Metropolitan	56.20	54.70	62.18
Western Metropolitan	2.50	1.70	0.90
Barwon South West	0.30	0.50	0.24
Gippsland	2.80	2.50	3.88
Grampians	0.60	0.50	0.70
Hume	3.00	2.10	1.99
Loddon Mallee	1.30	0.80	1.16
Interstate/Other	0.10	0.30	0.50
Total	100.00	100.00	100.00

**Table 5: Client Families at Combined QEC Noble Park and Regional Sites 1998–2001: Distribution by Home Location (DHS Region)\***

DHS REGION	1998–1999	1999–2000	2000–2001
	– in % –	– in % –	(n=2049)
Eastern Metropolitan	18.52	23.53	16.02
Northern Metropolitan	9.12	7.15	6.02
Southern Metropolitan	60.29	45.51	53.62
Western Metropolitan	1.84	1.86	0.71
Barwon South West	0.21	0.50	0.19
Gippsland	2.05	3.80	4.31
Grampians	0.45	0.43	0.55
Hume	6.47	13.09	11.42
Loddon Mallee	0.96	0.77	0.92
Interstate/Other	0.99	3.36	6.02
Total	100.00	100.00	100.00

\* Excludes clients receiving telephone advice or information only.

In 2000–2001, The Queen Elizabeth Centre achieved outstanding successes including:

- attracting 530 delegates to the inaugural Queen Elizabeth Centre national conference,
- commissioning the writing and publication of *Save the Babies* by author, Dr Cheryl Crockett, an historical account of the Centre's first eighty years,
- providing research grants to two organisations to undertake projects related to early parenting,
- making a successful submission to the Commonwealth Government for an exciting new pilot program, *Parenting Plus*,
- formalising new partnerships with the City of Casey and the Shire of Cardinia maternal and child health services to deliver day stay and home visiting services for their residents,
- integrating a therapeutic parent-child play program into the residential parenting programs, and
- receiving accreditation and Quality Management Systems Certification in compliance with AS/NZS ISO9002:1994 standards.

The Queen Elizabeth Centre operated for the full year, with reduced services for two weeks in December–January and one week in April.

Core Early Parenting Services – Triage, Residential, Day Stay and Home-Visiting Services, Noble Park

The Queen Elizabeth Centre continues to provide residential, single day stays, telephone advice/triage and home visiting modes of service that offer early parenting care, support and education to families experiencing difficulty with parenting their infants and toddlers.

In January, the fortnightly three-day residential Saturday to Monday program, available for six families, was reduced to two days, Saturday to Sunday. Now twelve families are admitted on Mondays for the five-day residential program, the former Tuesday to Saturday program having been

absorbed into the Monday to Friday program. Benefits of this change are reduced staffing costs, increased opportunity for staff members to access Monday to Friday rosters with the aim of improving recruitment and retention, and improved streaming of families to a relevant service at Triage (or “intake”) stage.

Successful outcomes for families depend on their admission to the most appropriate service. Triage nurses telephone each family who seeks admission to the Centre. They assess the complexity of presenting problems and book families into the service that can best address their problems. During 2000–2001, triage nurses diverted 2,493 families from intensive residential services by providing telephone information and advice to 1,775 families and by streaming 718 families into day stay programs. Expert triaging keeps the waiting list manageable. It also results in increasingly complex problems presenting in the five-day residential program that call for highly skilled staff responses. One- and two-day programs are suitable for families with a single issue such as a settling or feeding difficulty requiring education and coaching, whereas complex problems in the five-day programs regularly require additional specialised therapeutic interventions.

## Medical Services

The Director of Medical Services, Dr Gideon Saaroni, met the medical needs of clients at Noble Park throughout the year. He arranged post-service referrals where necessary to individual clients' own medical practitioners or new consultants located in clients' local communities. Where needed during their Queen Elizabeth Centre program, he organised consultations for clients with the Centre's specialist consultants. Throughout the academic year, Dr Saaroni facilitated practical experience at the Centre for medical students from Monash Medical Centre during their paediatric rotation. Dr Meredith Rawson provided relieving medical services when Dr Saaroni was on leave and the Chandler Road Clinic continues to provide emergency after hours services if needed.



Advanced paediatric trainee, Dr Catherine Lynch, Fellow in Community Child Health, began providing fortnightly outpatient sessions from The Queen Elizabeth Centre, Noble Park, for families concerned about a child's developmental or behavioural problems. This service was arranged between The Queen Elizabeth Centre and the Centre for Community Child Health, Royal Children's Hospital and Monash Medical Centre.

#### Parent-Infant Play Program

There is now compelling evidence to show that the quality of young children's interaction with people in their environment has a profound impact on their neuro-development. In response to this new research, we integrated into all residential programs a Parent-Infant Play Program that provides both the environment and opportunity for parents and children to interact together through play. Staff members use play as a medium to teach and coach parents to interact with their children in age-appropriate ways. The immediate aim is to enhance parents' understanding of the importance of these parent-child interactions, which directly affect their children's brain and nervous system development. Through greater understanding of its importance, we hope to build parent's confidence, competence and enjoyment of interacting with their children through play.

An evaluation of the Parent-Infant Play Program will occur during 2001–2002.

#### Parenting Assessment and Skill Development Services (PASDS)

The Queen Elizabeth Centre's role in spearheading PASDS in Victoria followed our development of an

assessment tool that comprised indicators of parenting competence. The indicators reflect competencies believed necessary for any parent to adequately safeguard their infants and toddlers from preventable illness, preventable injury and preventable developmental delay. The tool is called *The Queen Elizabeth Centre Parenting Competencies Assessment Instrument*. It assists persons with professional expertise in children's development needs to identify parenting strengths and weaknesses.

QEC staff teams assess parenting competencies and provide parents with intensive teaching, modelling and coaching to develop parents' skills in weak areas. All children referred to the program are considered to be at high risk of abuse and/or neglect. All are between 0 and 3 years of age and they and their families are referred to the Centre directly from Child Protection Services throughout Victoria.

The Queen Elizabeth Centre staff members assess and report on parents' knowledge, skills and attitudes related to their children's day-to-day care and nurture. These reports contribute to but are not the sole basis for Child Protection Services' assessment of risk. In some cases, our staff find that the parents have an adequate level of knowledge and skills related to child rearing, but that other factors are interfering with their capacity to adequately protect their children from harm. These other factors may include domestic violence, a mental illness, an intellectual disability or a drug or alcohol dependence. Our reports help to clarify the areas in which inter-ventions should be concentrated in order to develop and strengthen these families. The Queen Elizabeth Centre has been congratulated for the breadth and quality of our assessment reports and for the professional integrity of our services. We have earned a very positive reputation as a leader in helping these families learn more about child development, parenting practice and about promoting and safe-guarding their children's health and well-being. The Centre's PASDS teams include maternal and child health nurses and early childhood workers or mothercraft nurses.

#### Residential PASDS

One quarter of the families in residence at any time (four of sixteen) are participating in a PASDS 10-day program. All are referred directly from Child Protection Services and all have children in the 0–3 year age range who are believed to be at high risk of abuse or neglect. In 2000–2001, one hundred families completed the program. The Southern Metropolitan Region referred 42 of these families, Northern Metropolitan Region referred 21. The remaining 37 families were referred from six other metropolitan or rural regions. Table 3 presents this distribution of referral sources.

#### Home-Based PASDS – Southern Metropolitan Region

The Queen Elizabeth Centre Community Partnership is well into the second year of a three-year contract to provide home-based PASDS to families whose children are believed to be at high risk of abuse or neglect. The partnership comprises The Queen Elizabeth Centre, as lead agency, with Anglicare Victoria, the City of Port Phillip, Southern Family Life and Windermere Child and Family Services. The Queen Elizabeth Centre assesses parenting competencies and coordinates the skill development services provided by the partner agencies. We believe this example of inter-agency cooperation and our joint capacity to offer coordinated multi-disciplinary services in families' own homes will enhance parents' competencies, confidence and enjoyment of parenting, three goals of QEC services. In turn, parents will be better equipped to protect their children from preventable illness, preventable injury and preventable developmental delay.

In 2000–2001, forty-four families participated in these 12-week services. Staff from the partner agencies attended ongoing training programs tailored specifically to equip them to deliver PASD services. Failure during the year of the Child Protection Service to refer families at the expected rate was addressed by the Department of Human Services in early 2001 and referrals are now being received at

full capacity levels.

#### Home-Based PASDS – Northern Metropolitan Region

The Queen Elizabeth Centre has provided 12-week home-based PASDS in the Northern Metropolitan Region throughout 2000–2001. Four of our staff members work from an office base in a Maternal and Child Health Centre in West Heidelberg, an arrangement generously supported by the City of Banyule. In the year, 33 families in the Northern Region completed the program.

#### Home-Based PASDS – Gippsland Region

The Queen Elizabeth Centre provided a home-based PASDS program covering the entire Gippsland region throughout 2000–2001. In April we submitted a proposal to continue as the contracted provider for three years. A decision had not been made by the end of the year and we continue to provide interim services. Four staff members work from bases at the Grace Berglund Centre, 12 George Street, Warragul and from the Anglicare, Gippsland, office at 65 Church Street, Morwell. A striking feature of the Gippsland program is the vast area these nurses cover. Like other home-based PASD programs, duration of involvement with families is twelve weeks. In 2000–2001, twenty-eight families completed the Gippsland PASDS program.

#### Home-Based PASDS – Hume Region

In addition to day stay and home-based programs for parents in Upper Hume region experiencing difficulty with early parenting in 2000–2001, The Queen Elizabeth Centre team also provided 12-week home-based PASDS for 11 families. The geographic catchment area for this program extends from the New South Wales border at Wodonga as far south-west as Benalla and includes the alpine areas. The Department of Human Services has confirmed that The Queen Elizabeth Centre will continue to provide PASD services in the upper Hume Region during 2001–2002.

The Queen Elizabeth Centre is indebted to members of our reference group who meet quarterly and offer

#### Specialist Medical Consultants

- Dr Peter Forrest MBBS, FRACP, MRCP
- Dr Des Guppy MBBS, FRACP
- Dr Barry Kras MBBS(Hons), FRACP
- Dr Michael Maloney MBBS, MRCPsych, FRANZCP
- Dr Cathy McAdam MBBS, FRACP
- Associate Professor Campbell Paul MBBS, FRANZCP



valuable input, feedback and advice to help us more accurately anticipate and meet families' needs.

We are especially grateful to the management and staff of the Noah's Ark Toy Library with whom we are co-located in a former Child Care Centre at Cnr White and Bourke Streets, Wangaratta, and to the Rural City of Wangaratta council who lease us the property.

#### SPECIFIC PURPOSE PROGRAMS

The Queen Elizabeth Centre's Specific Purpose Programs are those Business Units that are funded from sources other than State government grants.

Seven of our specific purpose programs are described in the following two pages.

#### Parenting Plus

In April 2001, The Queen Elizabeth Centre obtained a grant of \$187,000 from the Child Abuse Prevention Program of the Commonwealth Department of Family and Community Services to undertake the *Parenting Plus* project.

*Parenting Plus* is a home-based intensive parenting skills development program targeted to twenty vulnerable families with children aged 0-4 years. The client group will include indigenous families and families from other culturally and linguistically diverse backgrounds from rural and metropolitan regions. Participating families will have high needs due to factors such as mental illness, intellectual disability, substance abuse, or will have had previous involvement with child protection services.

The project will operate over approximately 18 months, commencing in early 2001-2002. It will develop, trial and evaluate interventions designed to build on parenting strengths and address areas of weakness. The Centre for Community Child Health, The University of Melbourne, is partnering The Queen Elizabeth Centre in this project and will undertake the evaluation component.

Parenting Plus is significant in that it will adapt the approach The Queen Elizabeth Centre so successfully applies in our Parenting Assessment and Skills Development Services and will use it at an earlier stage of family and parenting difficulty. Unlike PASDS where all families are referred from a Child Protection Service, the aim of this earlier intervention is to strengthen families' competence in parenting and thus prevent child abuse or neglect and the consequent need for Child Protection Service involvement.

#### City of Casey - Day Stay

The Queen Elizabeth Centre commenced a partnership with the City of Casey in November 2000 in order to provide a weekly Day Stay program at our Noble Park centre exclusively for City of Casey residents. A Queen Elizabeth Centre staff member provided additional home visiting services to City of Casey families as requested by and under the supervision of a City of Casey maternal and child health nurse. This collaboration resulted from the City of Casey's maternal and child health service *New Initiatives* and *Enhanced Home Visiting* programs. The Queen Elizabeth Centre staff assisted 149 families in these programs in 2000-2001.

#### Shire of Cardinia - Home Visiting

From October 2000 The Queen Elizabeth Centre provided the Shire of Cardinia with an early childhood worker one day each week to work in the Shire's maternal and child health *Enhanced Home Visiting* program. The worker provided intensive support through multiple visits to vulnerable families identified by the program coordinator. In all, our staff worked with 16 families in Cardinia Shire in 2000-2001.

#### Inaugural Conference

The Queen Elizabeth Centre held its first national conference at the Copland Theatre, The University of Melbourne, on November 10 and 11, 2000. The conference, titled *The Critical Early Childhood Years: Rethinking Current Interventions and Strategies*, was an outstanding success, attracting 530 delegates. Highly acclaimed international keynote speakers, Dr Deborah Phillips from the USA and Dr Fraser Mustard from Canada, presented their ground-breaking studies<sup>1</sup> about the importance of children's first years of life, not only to children's own future health and happiness but to the benefit of society in the longer term.

Invited Australian presenters were Judge Jennifer Coate, President and Chief Magistrate of the Melbourne Children's Court, Professor Frank Oberklaid, Director of Melbourne's Centre for Community Child Health, Ms Gillian Calvert,

<sup>1</sup>MN McCain and JF Mustard, *Reversing the Real Brain Drain*, Early Years Study. Final report. Toronto: Canadian Institute for Advanced Research, 1999

J P Shonkoff & D A Phillips, Eds, *From Neurons to Neighbourhoods*, Committee on Integrating the Science of Early Childhood Development, Board on Children, Youth and Families, National Research Council and Institute of Medicine, National Academy of Sciences, Washington, DC, 2000.

NSW's first Commissioner for Children and Young People, Professor Graham Vimpani, head of Paediatrics and Child Health, University of Newcastle, and Dr Lyn Littlefield, Director, Victorian Parenting Centre. Seventy additional speakers from all the Australian states and New Zealand presented innovative theories, research and best practice models. Conference delegates represented diverse professions that work with families and young children. The conference generated critical debate about future directions for national policy, education and service provision in relation to early parenting. The venture has clearly reinforced The Queen Elizabeth Centre as a leader in the early parenting field.

Sponsorship was provided by the Department of Human Services and The Queen Elizabeth Centre Foundation. The Minister for Community Services, The Hon Christine Campbell, MP, gave the opening welcome address.

Alison Copley, Manager, Education and Research, organised the conference with outstanding skill and commitment. She was supported by the Board of Management Conference Committee and professional conference organisers, Gini Solutions.

#### Education Services

In association with the State Government nurse recruitment strategy The Queen Elizabeth Centre developed a 25-day refresher program for registered maternal and child health nurses. Two nurses successfully completed the course in April and have now re-entered the workforce.

In order to prepare early childhood workers for employment in early parenting centres, The Queen Elizabeth Centre and Chisholm Institute of Technical and Further Education (TAFE) (Frankston campus) jointly developed an education module for Advanced Diploma level Child Care Workers leading to the award of an Infant, Toddler Care and Family Support Certificate. The Queen Elizabeth Centre provided the first of the theory sessions in June 2001. The 10-day clinical placement component for the 16 early childhood workers will commence in August

2001.

In 2000-2001, eight professional maternal and child health nurses from rural and metropolitan Victoria participated in 2-3 day clinical preceptorship programs we offered at Noble Park.

The Queen Elizabeth Centre education services provided presenters from our staff for three additional fee-earning professional education sessions at Noble Park and in the City of Kingston attended by 75 professionals and parents.

#### Research and Development Program

Whilst advancing scientific knowledge in early parenting has been an important role for The Queen Elizabeth Centre, our ability to provide research grants from a Research and Development Research Trust Fund has strengthened this commitment.

In January 2001, researcher Dr Susanna Gavidia-Payne from the Victorian Parenting Centre was awarded \$25,467 for the project: *Parents with an Intellectual Disability: The Effect of an Individual Parent Training and Support Program on Parenting Skills and Psychological Adaptation*. In the same month, Dr Tim Moore from the Centre for Community Child Health was awarded \$13,467 for the project: *Use of Early Parenting Centres by Families of Children with a Disability*. Both of these projects will be undertaken in 2001-2002.

Staff member Barbara Rice was granted access to the Centre's clients in completing her research project, *An Investigation of Concerns, Perceptions and Well-Being of Somali Parents*.

#### Publication: *Save the Babies*

A significant highlight of 2000-2001 was the publication in November by Arcadia of *Save the Babies*, a colourful and fascinating account of the Centre from its earliest days as the fledgling Victorian Baby Health Centres Association through 83 years to the thriving enterprise it is today. With funding generously provided by The Queen Elizabeth Centre Foundation, the Board of Management commissioned author,



# Human Resources

Dr Cheryl Crockett, to write a book to mark the Centre's move to the new Noble Park facility and to preserve for posterity the remarkable pathway that led us here through the past 83 years. Cheryl produced a wonderful document that was launched by Emeritus Professor Margaret Bennett at the Centre's national conference on 10 November 2000. Persons who had generously contributed memories, photographs and other memorabilia to assist the author attended a small and happy occasion at The Queen Elizabeth Centre, Noble Park, on 13 December to re-launch the book in a more relaxed setting.

## CLIENT SERVICES OUTLOOK

Demand for early parenting services remains strong. At 30 June 2001, the wait for residential services was 1–10 weeks (the lower figure dependant on ability to fill cancellations), for day stay services 1–4 weeks (depending on children's ages) and for home-visiting services was 2 weeks. Despite this level of demand, the Centre continues to operate under-capacity, limited by funding availability. New funding in recent years has come, not from extension of our grant for core early parenting

services, but in specialised funding from Child Protection Services for Noble Park and regional services for high risk infants and their families. In the future, we look for service growth and development to the family strengthening initiatives of the Commonwealth government and the fee for service business products and services of our own Education and Research programs.

The City of Casey will not provide a day stay program at Noble Park in 2001–2002. Our important alliance will continue however and this Centre will continue to provide an early childhood worker for day stay or home-based services delivered within in the City of Casey.

The new pilot program, Parenting Plus, presents great possibilities as a way to assist families at high risk in the most practical way and at an early stage where preventative interventions have greatest chance of achieving success. We have high hopes of this program being a model that can be a prototype for preventative family services well into the future.

**Pam Stilling,**  
*Chief Executive Officer and Director of Nursing*

The greatest impact on The Queen Elizabeth Centre staffing in 2000–2001 was the public sector Enterprise Bargaining Agreement negotiated between the Australian Nursing Federation (Victorian Branch), the Department of Human Services and the Victorian Healthcare Industrial Association. The Agreement was based on the significant decisions of Industrial Relations Commissioner W. Blair in August 2000.

From October 2000, nursing staff became entitled to salary rises and increased benefits and allowances including accrued days off, paid study and professional development leave. At The Queen Elizabeth Centre, the increase in lengths of shifts from 7.6 to 8 hours, and new backfill requirements led to an increase in equivalent full time nursing staff of 8.55 by 30 June 2001. The increase in salaries and wages costs directly resulting from the Enterprise Bargaining Agreement was estimated at over \$250,000 for 2000–2001. This had only been partly funded by close of the financial year.

A Workplace Implementation Committee met regularly to ensure implementation of all terms and conditions of the new Agreement. Committee members were Judy Dimech and Rosalynde Berry (mothercraft nurses), Valerie Thompson and Dorothy Emery Smith (maternal and child health nurses), Jeanette Nagorcka and Debra Welsh (managers) and Pam Stilling (CEO/DON).

Among the benefits of the eight-hour day shifts is a longer double staff time each day during which program managers have implemented a daily professional development program including case review and professional supervision.

As at 30 June 2001 there were 53 female and 3 male staff members. Of the 56 staff members, there were 23 full time and 33 part time in that week. The Queen Elizabeth Centre applies public sector employment principles and conduct guidelines in accordance with the Public Sector Management and Employment Act 1998. Table 6 gives equivalent full-time staff numbers by program and staff category.

## Reference Group Members The Queen Elizabeth Centre Hume Region Programs

- Jenny Ahern, Post Natal Support Worker, Community Psychiatry, Wangaratta
- Elizabeth Flamsteed, Maternal and Child Health Service Enhanced Home Visiting Program, Ovens and King Community Health Service
- Jenny Gilmartin, Maternal & Child Health Nurse, Wangaratta
- Melissa Hamilton, Program Manager, Department of Human Services, Hume Region
- Anne Hiskens, Acting Unit Manager, Children's Ward, Wangaratta Base Hospital
- Glenys Jackson, President, Noah's Ark Toy Library
- Nancy Mason, Family Support Worker, Upper Murray Family Care
- Jeanette Nagorcka, Manager, Specialist Services, The Queen Elizabeth Centre
- Shirley Pilkington, Co-ordinator, The Queen Elizabeth Centre Early Parenting and PASDS Programs, Wangaratta
- Paul Quinnell, Specialist High Risk Infant Protective Worker, Department of Human Services, Wangaratta,
- Donna Richards, Co-ordinator, North Eastern Support and Accommodation for Youth, Wangaratta
- Linda Shields, Program Manager, Department of Human Services, Hume Region
- Pam Stilling, Chief Executive Officer, The Queen Elizabeth Centre
- Dr Terry Stubberfield, Paediatrician, Wangaratta

Table 6: QEC Staff Establishment at 30 June 1999, 2000 and 2001

PROGRAM	EFT* 30/6/99	EFT 30/6/00	EFT 30/6/01	CATEGORY
Residential Services	10.95 12.88	9.60 13.14	13.04 20.03	Maternal & Child Health Nurses Mothercraft Nurses/Early Childhood Workers
Day Stay and Home Visiting Programs	2.04 3.60	5.44 6.54	3.90 6.30	Maternal & Child health Nurses Mothercraft Nurses/Early Childhood Workers
Telephone Triage & Bookings Service	1.40	1.40	1.40	Maternal & Child Health Nurses
Management and Administration	1.00 0.53 2.00 1.00 1.00	1.00 0.53 2.60 1.00 1.00	1.00 0.53 2.60 1.00 1.00	Chief Executive/Nursing Director Director Medical Services Managers, Nursing Programs Commercial Manager Manager Administrative Services
	0.10 3.00 1.00	0.16 3.00 1.00	0.16 4.00 1.00	Medical Records Administrator Clerical/Reception Senior Accounts Clerk
<b>Total</b>	<b>40.50</b>	<b>46.41</b>	<b>55.96</b>	

\* Equivalent Full-Time



The management team remained stable throughout the year. However, there were some changes in Parenting Assessment and Skill Development Services (PASDS) coordinator positions. Genevieve Bourke resigned during the year to take up an executive position in a private hospital and Cathie Langdon resigned from the Gippsland program to take up a maternal and child health coordinating position in local government. New PASDS coordinators recruited during 2000–2001 are Annemarie Dempster (residential PASDS), Jan Bedlington (home-based PASDS, Southern Metropolitan Region) and Judith French (home-based PASDS, Gippsland). All are very experienced and highly competent and are valued newcomers to The Queen Elizabeth Centre. At 30 June 2001, we have eight PASDS coordinators based in four regions (5.7 equivalent full time positions).

Formal staff development in 2000–2001 comprised subsidised attendance for all staff at The Queen

Elizabeth Centre national conference in November and a two day in-house program for all staff in April. Two staff members received study leave grants from the Department of Human Services to fund 15 days each during the year to enable them to complete higher level studies. Debra Welsh is undertaking a Masters level degree and Deborah Brewis is studying Family Therapy.

As part of the State government's nurse attraction and retention program, two maternal and child health nurses completed a 25-day refresher program at The Queen Elizabeth Centre supervised by Alison Copley, Manager Education and Research.

Administrative staff increased during 2000–2001. Marianne Tawfik moved to a new position of Personal Assistant to the Manager, Parenting Services Development, and the Manager, Specialist Services. Susan Garner was a new full-time recruit to the administration team.

## Freedom Of Information

For the period ended 30 June 2001, seven requests were received under the Freedom of Information Act 1982.

## Legislative Changes

As a public hospital, QEC does not administer any Acts directly. The Health Services Act 1988 is the vehicle by which the hospital is incorporated and prescribes the manner in which it is regulated. Acts passed during 2000–2001 financial year are listed as follows:

- Building, (Legionella Act ) 2000
- Essential Services Legislation (Dispute Resolution) Act 2000
- Health (Amendment) Act 2001
- Health Records Act 2001
- Health Services (Amendment) Act 2001
- Health Services (Health Purchasing Victoria) Act 2001
- Information Privacy Act 2000
- Nurses (Amendment) Act 2000
- Superannuation Acts (Beneficiary Choice) Act 2000
- Victorian Managed Insurance Authority (Amendment) Act 2001

## Regulations

- Accident Compensation (Amendment) Regulations 2000
- Accident Compensation Regulations 2001
- Building (Cooling Tower Systems Register) Regulations 2001
- Building (Legionella Risk Management) Regulations 2001
- Dangerous Goods (Storage and Handling) Regulations 2001
- Drugs, Poisons and Controlled Substances (Drugs of Dependence) Regulations 2000
- Health (Infectious Diseases) Regulations 2001
- Health (Legionella) Regulations 2001
- Health (Prescribed Consultative Councils) (Amendment) Regulations 2000

- Health (Prescribed Accommodation) Regulations 2001
- Health Services (Community Health Centre Elections) Regulations 2001
- Mental Health (Amendment) Regulations 2001
- Occupational Health & Safety (Plant) (Amendment) Regulations 2001
- Pathology Services Accreditation (General) Regulations 2001
- Pathology Services (Exempted Tests) Regulations 2001
- Pharmacists (Fees) Regulations 2000
- Psychologists Registration Regulations 2001

## Reports, Reviews and Submissions

### Research

*Early Parenting Centres Coding Study* – Angela Randall, National Centre for Classification in Health, NSW – September 2000

### QEC Research

*An investigation of concerns preceptions and well-being of Somali parents in Australia* – Barbara Rice – December 2000

### Submissions

*Home Based Parenting Assessment and Skill Development Service*, Gippsland Region – June 2001

*Parenting Plus Project* – Submission to Child Abuse Prevention Program, Commonwealth Department of Family and Community Services – April 2001

## Ministerial Directions

The information listed in the Directions of the Minister for Finance Part 9.1.3. (iv) is available on request.

## Building Act 1993

The Queen Elizabeth Centre fully complies with the building and maintenance provisions of the Building Act 1993.

## National Competition Policy

The Queen Elizabeth Centre complies with National Competition Policy guidelines when tendering. The Centre has outsourced all non-core services.





# Donations & Financial Results

Table 7: Donations Year Ended 30 June 2001

DONOR	\$
Estate Sir Walter Leitch	820
The Lord Mayor's Charitable Fund and Charities Sunday Appeal	5,400*
Collier Charitable Fund	15,000
QEC - Auxiliary	589
The 'Walter & Eliza Hall' Trust	500
Dame Elisabeth Murdoch AC, DBE	1,000
Mrs WMK Stephens	210
Joe White Bequest	500
Sandhurst Trustees	578
M&L Twycross	55
Infant Massage Institution	700
Donations less than \$50	20
QEC Foundation	24,604*
<b>Total</b>	<b>49,976</b>

\* These donations were for specific purposes and therefore include GST. All other donations were for unspecified purposes and do not include GST.

Table 8: Summary of Financial Results 1996-2001

	2000-1 \$	1999-00*	1998-9 \$	1997-8 \$	1996-7 \$
Total Expenses	4,580,878	3,910,117	3,304,972	4,363,027	3,208,835
Total Revenue	4,538,986	3,951,852	4,013,512	3,218,255	3,424,482
<b>Operating Surplus/(Deficit)</b>	<b>(41,892)</b>	<b>41,735</b>	<b>708,540</b>	<b>(1,144,772)</b>	<b>215,647</b>
<b>Retained Earnings (Accumulated Deficit)</b>	<b>1,281,966</b>	<b>1,323,858</b>	<b>1,285,123</b>	<b>1,078,248</b>	<b>2,412,876</b>
Total Assets	6,962,667	6,937,698	6,748,143	5,646,685	7,495,559
Total Liabilities	607,701	540,840	393,020	559,102	748,348
<b>Net Assets</b>	<b>6,354,966</b>	<b>6,396,858</b>	<b>6,355,123</b>	<b>5,087,583</b>	<b>6,747,211</b>

\* The 1999-2000 comparative figures included in this year's Annual Report have been reclassified to reflect the changes in reporting requirements in accordance with Australian Accounting Standards.

Table 9: Financial Analysis of Operating Revenues and Expenses

	Total 2000-2001 \$	Total 1999-2000 \$
<b>REVENUES</b>		
Services Supported by Health Service Agreement		
Government Grants	3,915,236	3,480,227
Indirect Contributions by Human Services	21,314	41,438
Donations & Bequests	-	24,543
Interest	58,753	49,070
Other Revenue	90,642	37,592
	<b>4,085,945</b>	<b>3,632,870</b>
Services Supported by Hospital & Community Initiatives		
Donations & Bequests	12,459	25,295
Interest	62,428	101,766
Other Revenue: Other	210,014	9,842
	<b>284,901</b>	<b>136,903</b>
	<b>4,370,846</b>	<b>3,769,773</b>
<b>EXPENSES</b>		
Services Supported by Health Service Agreement		
Employee Entitlements	3,121,029	2,590,993
Fee for Service Medical Officers	809	840
Supplies and Consumables	80,170	87,229
Other Expenditure	897,609	951,048
	<b>4,099,617</b>	<b>3,630,110</b>
Services Supported by Hospital & Community Initiatives		
Employee Entitlements	45,316	36,857
Supplies and Consumables	30,050	118
Other Expenditure	104,300	20,173
	<b>179,666</b>	<b>57,148</b>
	<b>4,279,283</b>	<b>3,687,258</b>
Surplus/(Deficit) for the Year before Capital Purpose Income, Depreciation, Amortisation and Specific Revenues & Expenses		
	91,563	82,515
Capital Purpose Income	51,574	116,780
Proceeds from Sale of Non-Current Assets	116,566	65,299
Written Down Value of Assets Sold	(137,697)	(73,067)
Depreciation and Amortisation	(163,898)	(149,792)
<b>Net Surplus/(Deficit)</b>	<b>(41,892)</b>	<b>41,735</b>



# Financial Statements

## of The Queen Elizabeth Centre

### for the Year Ended

### 30<sup>th</sup> June, 2001

#### Statement of Financial Performance for the year ended 30 June 2001

	Notes	Total 2000/01	Total 1999/00
<b>REVENUE FROM ORDINARY ACTIVITIES</b>	2, 2a	4,538,986	3,951,852
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>			
Employee Entitlements		3,166,345	2,627,850
Fee for Service Medical Officers		809	840
Supplies & Consumables		110,220	87,347
Depreciation	3	163,898	149,792
Other Expenses		1,139,606	1,044,288
	2b	4,580,878	3,910,117
<b>NET SURPLUS/(DEFICIT) FOR THE YEAR</b>		<b>(41,892)</b>	<b>41,735</b>
Net Increase/(Decrease in Reserves)	4		(3,000)
<b>TOTAL CHANGES IN EQUITY OTHER THAN THOSE RESULTING FROM CHANGES IN CONTRIBUTED CAPITAL</b>		<b>(41,892)</b>	<b>38,735</b>

#### Statement of Financial Position as at 30 June 2001

	Notes	Total 2000/01 \$	Total 1999/00 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash at Bank and on Hand	8	123,823	312,551
Receivables	10	27,609	12,529
Other Financial Assets	11	2,470,420	2,203,445
Prepayments		9,267	0
<b>Total Current Assets</b>		<b>2,631,119</b>	<b>2,528,525</b>
<b>Non-Current Assets</b>			
Land	12	575,000	575,000
Buildings	12	3,436,299	3,504,455
Plant & Equipment	12	291,406	309,873
Furniture & Fittings	12	20,843	11,845
Other		8,000	8,000
<b>Total Non-Current Assets</b>		<b>4,331,548</b>	<b>4,409,173</b>
<b>TOTAL ASSETS</b>		<b>6,962,667</b>	<b>6,937,698</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Payables	13	142,503	146,553
Employee Entitlements	14	384,234	307,068
<b>Total Current Liabilities</b>		<b>526,737</b>	<b>453,621</b>
<b>Non-Current Liabilities</b>			
Employee Entitlements	14	80,964	87,219
<b>Total Non Current Liabilities</b>		<b>80,964</b>	<b>87,219</b>
<b>TOTAL LIABILITIES</b>		<b>607,701</b>	<b>540,840</b>
<b>NET ASSETS</b>		<b>6,354,966</b>	<b>6,396,858</b>
<b>EQUITY</b>			
Contributed Capital	16	3,500,000	3,500,000
Reserves	6,7	1,573,000	1,573,000
Retained Earnings	5	1,281,966	1,323,858
<b>TOTAL EQUITY</b>		<b>6,354,966</b>	<b>6,396,858</b>



## Statement of Cash Flows for the year ended 30 June 2001

	Notes	2000/01 Inflows (Outflows)	1999/00 Inflows (Outflows)
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Government Grants		4,380,015	3,482,104
Donations & Bequests		47,229	166,618
Other:			
Interest Received		139,541	158,444
Other		247,810	48,634
<b>Total Receipts</b>		<b>4,814,595</b>	<b>3,855,800</b>
<b>Payments</b>			
Employee Entitlements		(3,154,126)	(2,575,400)
Other:			
Supplies and Consumables & Other		(1,474,818)	(913,412)
<b>Total Payments</b>		<b>(4,628,944)</b>	<b>(3,488,812)</b>
<b>NET CASH FLOWS FROM OPERATING ACTIVITIES</b>	18	<b>185,651</b>	<b>366,988</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of Properties, Plant and Equipment		(223,968)	(156,079)
Proceeds from Sale of Properties, Plant and Equipment		116,565	986,000
Purchase of Investments		(1,938,621)	(2,151,705)
Proceeds from Sale of Investments		1,671,645	591,452
<b>NET CASH USED IN INVESTING ACTIVITIES</b>		<b>(374,379)</b>	<b>(730,332)</b>
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>		<b>(188,728)</b>	<b>(363,344)</b>
<b>CASH AT 1 JULY</b>		<b>312,551</b>	<b>675,895</b>
<b>CASH AT 30 JUNE</b>	9	<b>123,823</b>	<b>312,551</b>

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

## Notes To And Forming Part Of The Financial Statements For The Year Ended 30 June 2001

### Note 1 Statement Of Accounting Policies

The general purpose 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 and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views). They 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 nor the current cost of non-current assets (unless specifically stated).

#### a Rounding Off

All amounts shown in the Financial Statements are expressed to the nearest dollar.

#### b Receivables and Revenue Recognition

Revenues are recognised when they are controlled. Trade debtors are carried at nominal amounts due and are due for settlement within 30 days. Collectability of debts is reviewed on an ongoing basis. A provision for doubtful debts is raised where doubt as to collection exists.

#### c Investments

Investments are valued at cost and are classified between current and non-current assets based on the Centre's Board of Management intention at balance date with respect to the 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.

#### d Depreciation

Assets with a cost in excess of \$1,000 are capitalised 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 Human Services.

The following table indicates the expected useful lives of non current assets on which the depreciation charges are based:

	1999/00	1998/99
Buildings	Up to 50 years	Up to 50 years
Plant & Equipment	Up to 20 years	Up to 20 years
Furniture & Fittings	Up to 10 years	Up to 10 years

Depreciation rates are revised on an annual basis.

#### e Trade and Other Creditors

These amounts represent liabilities for goods and services provided prior to the end of the financial year and which are unpaid. The normal credit terms are Nett 30 days.

#### f 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

The provision of 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. 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 employees' services up to that date.

#### g Intersegment Transactions

Transactions between segments within the Centre have been eliminated to reflect the extent of the Centre's operations as a group.

#### h 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 until expended.

#### i Fund Accounting

The Centre operates on a fund accounting basis and



## Statement of Cash Flows for the year ended 30 June 2001

	Notes	2000/01 Inflows (Outflows)	1999/00 Inflows (Outflows)
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Government Grants		4,380,015	3,482,104
Donations & Bequests		47,229	166,618
Other:			
Interest Received		139,541	158,444
Other		247,810	48,634
<b>Total Receipts</b>		<b>4,814,595</b>	<b>3,855,800</b>
<b>Payments</b>			
Employee Entitlements		(3,154,126)	(2,575,400)
Other:			
Supplies and Consumables & Other		(1,474,818)	(913,412)
<b>Total Payments</b>		<b>(4,628,944)</b>	<b>(3,488,812)</b>
<b>NET CASH FLOWS FROM OPERATING ACTIVITIES</b>	18	<b>185,651</b>	<b>366,988</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of Properties, Plant and Equipment		(223,968)	(156,079)
Proceeds from Sale of Properties, Plant and Equipment		116,565	986,000
Purchase of Investments		(1,938,621)	(2,151,705)
Proceeds from Sale of Investments		1,671,645	591,452
<b>NET CASH USED IN INVESTING ACTIVITIES</b>		<b>(374,379)</b>	<b>(730,332)</b>
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>		<b>(188,728)</b>	<b>(363,344)</b>
<b>CASH AT 1 JULY</b>		<b>312,551</b>	<b>675,895</b>
<b>CASH AT 30 JUNE</b>	9	<b>123,823</b>	<b>312,551</b>

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

## Notes To And Forming Part Of The Financial Statements For The Year Ended 30 June 2001

### Note 1 Statement Of Accounting Policies

The general purpose 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 and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views). They 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 nor the current cost of non-current assets (unless specifically stated).

#### a Rounding Off

All amounts shown in the Financial Statements are expressed to the nearest dollar.

#### b Receivables and Revenue Recognition

Revenues are recognised when they are controlled. Trade debtors are carried at nominal amounts due and are due for settlement within 30 days. Collectability of debts is reviewed on an ongoing basis. A provision for doubtful debts is raised where doubt as to collection exists.

#### c Investments

Investments are valued at cost and are classified between current and non-current assets based on the Centre's Board of Management intention at balance date with respect to the 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.

#### d Depreciation

Assets with a cost in excess of \$1,000 are capitalised 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 Human Services.

The following table indicates the expected useful lives of non current assets on which the depreciation charges are based:

	1999/00	1998/99
Buildings	Up to 50 years	Up to 50 years
Plant & Equipment	Up to 20 years	Up to 20 years
Furniture & Fittings	Up to 10 years	Up to 10 years

Depreciation rates are revised on an annual basis.

#### e Trade and Other Creditors

These amounts represent liabilities for goods and services provided prior to the end of the financial year and which are unpaid. The normal credit terms are Nett 30 days.

#### f 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

The provision of 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. 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 employees' services up to that date.

#### g Intersegment Transactions

Transactions between segments within the Centre have been eliminated to reflect the extent of the Centre's operations as a group.

#### h 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 until expended.

#### i 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 fundraising activities conducted solely in respect of these funds.

**j Services Supported By Health Services Agreement And Services Supported By Hospital And Community Initiatives**

The Activities classified as Services Supported By Health Services Agreement are substantially funded by the Department of Human Services while Services Supported By Hospital And Community Initiatives are funded by the Centre's own activities or local initiatives.

**k Comparative Information**

Where necessary the previous year's figures have been reclassified to facilitate comparisons.

**l Research and Development Reserves**

The Queen Elizabeth Centre Research and Development Reserve was established in 1998/99 from proceeds from the sale of the Carlton Creche. The Reserve was specifically created for research in the field of early parenting.

**Note 2 Revenue**

	Health Services Agreement 2000/01	Health Services Agreement 1999/00	Non-Health Services Agreement 2000/01	Non-Health Services Agreement 1999/00	Consolidated 2000/01	Consolidated 1999/00
	\$	\$	\$	\$	\$	\$
<b>Revenue from Operating Activities</b>						
<b>Recurrent</b>						
Government Contributions:						
– Department of Human Services	3,915,236	3,480,227	15,000		3,930,236	3,480,227
– Commonwealth Government			37,400		37,400	
Indirect Contributions by Human Services:						
– Insurance	21,314	41,438			21,314	41,438
Interest and Investments	58,753	49,070	62,428	101,766	121,181	150,836
Donations & Bequests		24,543	12,459	25,295	12,459	49,838
Other Revenue	38,242	37,592	210,014	9,842	248,256	47,434
<b>Capital Purpose Income</b>						
Donations and Bequests			34,770	104,500	34,770	104,500
Interest on Investments			16,304	11,780	16,304	11,780
Other Revenues			500	500	500	500
<b>Sub-Total Revenue from Operating Activities</b>	<b>4,033,545</b>	<b>3,632,870</b>	<b>388,875</b>	<b>253,683</b>	<b>4,422,420</b>	<b>3,886,553</b>
Revenue from Non-Operating Activities						
Proceeds from Sale of Non-Current Assets (refer Note 2c)	116,566	65,299			116,566	65,299
<b>Sub-Total Revenue from Non-Operating Activities</b>	<b>116,566</b>	<b>65,299</b>	<b>0</b>	<b>0</b>	<b>116,566</b>	<b>65,299</b>
<b>Total Revenue from Ordinary Activities (refer Note 2a)</b>	<b>4,150,111</b>	<b>3,698,169</b>	<b>388,875</b>	<b>253,683</b>	<b>4,538,986</b>	<b>3,951,852</b>

Indirect contributions by Human services:  
Department of Human Services makes insurance payments on behalf of the Centre.  
These amounts have been brought to account in determining the operating result for the year by recording them as revenue and expenses.

**Note 2a Analysis of Revenue by Source**

	Total 2000/01	Total 1999/00
	\$	\$
<b>Revenue from Sources Supported by Health Services Agreement</b>		
Government Grants:		
– Department of Human Services	3,915,236	3,480,227
Indirect Contributions by Human Services:		
– Insurance	21,314	41,438
Interest and Investments	58,753	49,070
Donations & Bequests		24,543
Other Revenue	38,242	37,592
<b>Sub-Total Revenue from Services Supported by Health Services Agreement</b>	<b>4,033,545</b>	<b>3,632,870</b>
<b>Revenue from Services Supported by Hospital and Community Initiatives</b>		
Business Units:		
Queen Elizabeth Day Nursery	0	180
Other Specific Purposes Services:		
Parenting Plus	37,400	0
QEC Research & Development	38,953	86,831
QEC Conference	175,445	14,000
QEC History	15,176	11,295
Capital Purpose Income (refer Note 2)	51,574	116,780
Proceeds from Sale of Non-Current Assets (refer Note 2c)	116,566	65,299
<b>Sub-Total Revenue from Services Supported by Hospital &amp; Community Initiatives</b>	<b>505,441</b>	<b>318,982</b>
<b>Total Revenue from all Sources</b>	<b>4,538,986</b>	<b>3,951,852</b>

**Note 2b Analysis of Expenses by Source**

	Total 2000/01	Total 1999/00
	\$	\$
<b>Services Supported by Health Services Agreement</b>		
Employee Entitlements:		
Salaries	2,793,180	2,367,111
WorkCover	32,028	22,324
Long Service Leave	67,368	22,240
Superannuation	228,453	179,318
Fee for Service Medical Officers	809	840
Supplies & Consumables:		
Medical & Pharmacy Supplies	8,536	14,438
Food & Kitchen Supplies	68,841	72,791
Cleaning & Toilet Materials	2,793	
Other Expenses:		
Domestic Service Contracts	278,704	273,341
Administrative Expenses	161,500	212,427
Repairs & Maintenance	52,163	57,482
Consultants	13,835	2,473
Computer Services	58,952	81,245
Staff Development	27,534	26,365
Security Services	10,246	11,124
Minor Furniture & Equipment Expensed	5,081	12,502
Motor Vehicle and Travel	58,226	43,373
Light, Power & Fuel	55,842	36,725
Inter-Agency Costs	147,433	174,780
Other	24,133	15,311
<b>Sub-Total Expenses from Services Supported by Health Services Agreement</b>	<b>4,095,657</b>	<b>3,626,210</b>



### Note 2b Analysis of Expenses by Source (continued)

	Total 2000/01 \$	Total 1999/00 \$
<b>Services Supported by Hospital &amp; Community Initiatives</b>		
Employee Entitlements:		
Salaries	40,942	34,277
WorkCover	295	360
Long Service Leave	254	23
Superannuation	3,825	2,197
Supplies & Consumables:		
Food Supplies	30,050	118
Other Expenses:		
Administrative Expenses	28,868	19,993
Repairs & Maintenance	200	60
Motor Vehicle & Travel	13,233	
Staff Development	500	120
Other	61,499	
<b>Sub-Total Expenses from Services Supported by Hospital &amp; Community Initiatives</b>	<b>179,666</b>	<b>57,148</b>
Depreciation and Amortisation (refer Note 3)	163,898	149,792
Audit Fees – Auditor General	3,960	3,900
Written Down Value of Assets Sold (refer Note 2c)	137,697	73,067
<b>Total Expenses from Ordinary Activities</b>	<b>4,580,878</b>	<b>3,910,117</b>

### Note 2c Sale of Non-Current Assets

	Total 2000/01 \$	Total 1999/00 \$
Proceeds from disposal	116,566	65,299
Less Written Down Value of Assets Sold	137,697	73,067
<b>Net Surplus/(Deficit) on Disposal</b>	<b>(21,131)</b>	<b>(7,768)</b>

### Note 3 Depreciation and Amortisation

	Total 2000/01 \$	Total 1999/00 \$
Buildings	74,482	74,256
Plant & Equipment:		
– Transport	12,394	7,191
– Medical	270	422
– Computers & Communication	46,127	54,056
– Other Equipment	26,525	9,331
Furniture & Fittings	4,100	4,536
	163,898	149,792
Allocation of Depreciation/Amortisation:		
Services Supported by Health Services Agreement	163,645	149,071
Services Supported by Hospital and Community Initiatives	253	721
	163,898	149,792

### Note 4 Transfers To/From Reserves

	Total 2000/01 \$	Total 1999/00 \$
Transfer from Retained Earnings to Research & Development Reserves		(3,000)
<b>TOTAL</b>	<b>0</b>	<b>(3,000)</b>

### Note 5 Retained Surplus

	Total 2000/01 \$	Total 1999/00 \$
Retained Surplus at Beginning of reporting Period	1,323,858	1,285,123
Net Surplus/(Deficit) for the Year	(41,892)	41,735
Transfer to and from Reserves		(3,000)
<b>Retained Surplus at the Reporting Date</b>	<b>1,281,966</b>	<b>1,323,858</b>

### Note 6 Asset Revaluation Reserve

	Total 2000/01 \$	Total 1999/00 \$
Asset Revaluation Reserve at Beginning of reporting Period	583,000	583,000
Asset Revaluation Reserve at the Reporting Date	583,000	583,000

### Note 7 Other Reserves

	Total 2000/01 \$	Total 1999/00 \$
<b>Research &amp; Development Reserve</b>		
Research & Development Reserve at Beginning of reporting Period	990,000	987,000
Transfer to and from Research & Development Reserve		3,000
Research & Development Reserve at the Reporting Date	990,000	990,000

### Note 8 Reconciliation of Cash

Cash is defined as petty cash, bank or financial institution deposits or 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.

	Total 2000/01 \$	Total 1999/00 \$
<b>CASH ON HAND</b>		
Financial Institutions	123,174	311,953
Other	649	598
<b>TOTAL</b>	<b>123,823</b>	<b>312,551</b>

### Note 9 Financial Instruments

	FIXED INTEREST RATE MATURING		
	1 year or less \$	Non Interest Bearing \$	Total 2000/01 \$
<b>Interest rate exposure as at 30/6/2001</b>			
<b>FINANCIAL ASSETS</b>			
Cash assets	123,823	0	123,823
Trade Debtors		27,371	27,371
Other receivables	0	238	238
Deposits	204,260		204,260
Prepayments		9,267	9,267
Other financial assets	2,266,160		2,266,160
<b>Total Financial Assets</b>	<b>2,594,243</b>	<b>36,876</b>	<b>2,631,119</b>
<b>FINANCIAL LIABILITIES</b>			
Trade creditors and accruals	0	142,503	142,503
<b>Total Financial Liabilities</b>	<b>0</b>	<b>142,503</b>	<b>142,503</b>
<b>Net Financial Assets/Liabilities</b>	<b>2,594,243</b>	<b>(105,627)</b>	<b>2,488,616</b>
Weighted Average Interest Rate = final assets			6.0%

	FIXED INTEREST RATE MATURING		
	1 year or less \$	Non Interest Bearing \$	Total 2000/01 \$
<b>Interest rate exposure as at 30/6/2000</b>			
<b>FINANCIAL ASSETS</b>			
Cash	312,551		312,551
Receivables		12,529	12,529
Investments	2,203,445	8,000	2,211,445
<b>Total Financial Assets</b>	<b>2,515,996</b>	<b>20,529</b>	<b>2,536,525</b>
<b>FINANCIAL LIABILITIES</b>			
Trade creditors & accruals		146,553	146,553
<b>Total Financial Liabilities</b>	<b>0</b>	<b>146,553</b>	<b>146,553</b>
<b>Net Financial Assets/Liabilities</b>	<b>2,515,996</b>	<b>(126,024)</b>	<b>2,389,972</b>
Weighted Average Interest Rate = final assets			6.0%

Cash, deposit investments, cash equivalents and non-interest bearing financial assets and liabilities (trade debtors, other receivables, trade creditors and advances) are valued at cost which approximates net market value.



### Note 10 Receivables

	Current \$	Non Current \$	Total 2000/01 \$	Total 1999/00 \$
Accrued Investment Income	238	0	238	2,294
Accrued Revenue:				
- Department of Human Services	6,759	0	6,759	8,680
- Other	20,612	0	20,612	1,555
<b>Total</b>	<b>27,609</b>	<b>0</b>	<b>27,609</b>	<b>12,529</b>
<b>Less Provision for Doubtful Debts</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Debtors and Accrued Revenue</b>	<b>27,609</b>	<b>0</b>	<b>27,609</b>	<b>12,529</b>
<b>Bad Debts written off</b>			<b>0</b>	<b>0</b>

### Note 11 Other Financial Assets

	Operating Fund \$	Capital Fund \$	Specific Purpose Fund \$	Total 2000/01 \$	Total 1999/00 \$
<b>Current</b>					
Managed Funds	817,232	162,932	1,285,996	2,266,160	1,033,696
Term Deposits	155,646	0	48,614	204,260	1,169,749
<b>TOTAL</b>	<b>972,878</b>	<b>162,932</b>	<b>1,334,610</b>	<b>2,470,420</b>	<b>2,203,445</b>

### Note 12 Property, Plant & Equipment

	Total 2000/01 \$	Total 1999/00 \$
<b>AT VALUATION</b>		
Crown Land, Noble Park at 28.02.99	575,000	575,000
<b>AT COST</b>		
Buildings	3,722,327	3,716,001
Less Accumulated depreciation	286,028	211,546
	<b>3,436,299</b>	<b>3,504,455</b>
Plant and Equipment:		
- Transport	146,445	148,290
Less Accumulated depreciation	6,349	6,332
	<b>140,096</b>	<b>141,958</b>
<b>AT COST</b>		
- Computers and Communication	202,330	199,489
Less Accumulated depreciation	150,110	138,312
	<b>52,220</b>	<b>61,177</b>
- Other Equipment	207,403	198,606
Less Accumulated depreciation	108,313	91,868
	<b>99,090</b>	<b>106,738</b>
- Furniture and Fittings	47,711	34,613
Less Accumulated depreciation	26,868	22,768
	<b>20,843</b>	<b>11,845</b>

Land and buildings at valuation:

The Noble Park site, being crown land, was valued by an independent valuer (Wayne G Taylor FAPI) as of 28 February 1999

Reconciliations of the carrying amounts of each class of lands, buildings, plant & equipment and communication at the beginning and end of the current and previous financial year are set out below:

	Crown Land \$	Buildings \$	Plant & Equipment \$	Plant & Equipment \$	Motor Vehicles \$	Total \$
<b>2001</b>						
Carrying amount at start of year	575,000	3,504,455	167,915	11,845	141,958	4,401,173
Additions		6,326	58,100	13,098	146,445	223,969
Disposals			(1,783)		(135,913)	(137,696)
Depreciation (note 3)		(74,482)	(72,922)	(4,100)	(12,394)	(163,898)
<b>Carrying amount at end of year</b>	<b>575,000</b>	<b>3,436,299</b>	<b>151,310</b>	<b>20,843</b>	<b>140,096</b>	<b>4,323,548</b>
<b>2000</b>						
Carrying amount at start of year	575,000	3,571,462	231,754		92,735	4,470,951
Additions		7,249	26,032		122,797	156,078
Disposals			(9,681)		(66,383)	(76,064)
Depreciation (note 3)		(74,256)	(68,345)		(7,191)	(149,792)
<b>Carrying amount at end of year</b>	<b>575,000</b>	<b>3,504,455</b>	<b>179,760</b>	<b>*</b>	<b>141,958</b>	<b>4,401,173</b>

\* Included with Plant & Equipment in 2000

### Note 13 Payables

	Current \$	Non Current \$	Total 2000/01 \$	Total 1999/00 \$
Trade Creditors	56,648	0	56,648	142,653
Accrued Expenses		0	0	3,900
GST Payable	85,855	0	85,855	0
<b>TOTAL PAYABLES</b>	<b>142,503</b>	<b>0</b>	<b>142,503</b>	<b>146,553</b>

### Note 14 Employee Entitlements

	Total 2000/01 \$	Total 1999/00 \$
<b>Current</b>		
Long service leave	96,227	76,442
Accrued Salaries & Wages	60,719	26,699
Accrued Annual leave	220,505	202,493
Accrued Days Off	6,783	1,434
<b>TOTAL</b>	<b>384,234</b>	<b>307,068</b>
<b>Non-Current</b>		
Long service leave	80,964	87,219
<b>TOTAL</b>	<b>80,964</b>	<b>87,219</b>
<b>Movements in Long Service Leave</b>		
Balance 1 July	163,661	157,704
Provision made during the year	67,622	22,263
Settlement made during the year	(54,092)	(16,306)
<b>Balance 30 June</b>	<b>177,191</b>	<b>163,661</b>

\*The following assumptions were adopted in measuring present value:

In measuring present value a probability factor which varies in accordance with the number of years of service has been used in determining the retention rate for employees with a particular number of years of service. A wage inflation rate of 4.4% has been Applied. The bond discount rate and wage inflation rate have been supplied by the Department of Treasury and Finance.

### Note 15 Lease Liabilities

	Total 2000/01 \$	Total 1999/00 \$
Aggregate lease expenditure contracted for balance date.	\$	\$
<b>Operating Leases</b>		
Cancellable	14,713	20,952
Not later than one year	6,372	6,880
Later than one year and not later than 5 years		
	<b>21,085</b>	<b>27,832</b>

### Note 16 Contributed Capital

	Total 2000/01 \$	Total 1999/00 \$
Contributed Capital at the beginning of the reporting period	3,500,000	3,500,000
Contributed Capital at the Reporting Date	<b>3,500,000</b>	<b>3,500,000</b>

### Note 17 Equity

	Total 2000/01 \$	Total 1999/00 \$
Total Equity at the beginning of the reporting period	6,396,858	6,355,123
Total Changes in Equity Recognised in the Statement of Financial Performance	(41,892)	41,735
<b>Total Equity at the Reporting Date</b>	<b>6,354,966</b>	<b>6,396,858</b>



**Note 18** Reconciliation of Net Cash Used in Operating Activities To Operating Result

	Total 2000/01	Total 1999/00
Entity Surplus/(Deficit) for the Year	(41,892)	41,735
<b>NON-CASH MOVEMENTS</b>		
Depreciation	163,898	149,792
Increase/(Decrease) in Payables	(4,050)	95,370
Increase/(Decrease) in Employee Entitlements	70,911	52,450
(Profit)/Loss From Sale Of Property, Plant And Equipment	21,131	7,768
(Increase)/Decrease in Inventory	0	6,188
(Increase)/Decrease in Receivables	(15,080)	10,685
(Increase)/Decrease in Prepayments	(9,267)	0
Write down of properties & other assets	0	3,000
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>185,651</b>	<b>366,988</b>

**Note 19** Commitments

**Lease Commitments**

	Total 2000/01	Total 1999/00
Operating Lease	21,085	27,832

**Note 20** Superannuation

	Total 2000/01	Total 1999/00
The Queen Elizabeth Centre is a participating institution in the Health Super Fund.		
The Centre's total contributions during the year were:	232,278	181,515
Contributions outstanding in respect of the financial year were:	0	0

Contributions are calculated in accordance with the Trust Deed of Health Super Fund, employer contributions are calculated as a percentage of the employee's salary. Separate contributions are determined for Health Super Scheme and Health Super Contributory Benefits.

The rates for 1999/00 for all Health Super registered employers were:

Schemes	Contribution Rates	
	Superannuation	Guarantee 8%
Health Super Scheme	Employee	Employer
Health Super Contributory	3%	3%
	4%	4%
	6%	4%

As at 30 June 1999, Health Super Fund was fully funded. Health Super Fund has retained a fully funded status at 30 June 2001, and this was confirmed by the Fund's actuary in September 2000, following their review. Any unfunded superannuation liability in respect to members of State superannuation schemes is shown as a liability separately by the Department of Treasury and Finance.

**Note 21** Segment Reporting

	Segment Revenue 2000/01	Segment Expenditure 2000/01	Surplus/ (Deficit) 2000/01	Segment Assets 2000/01	Segment Liability 2000/01	Segment Equity 2000/01
<b>2001</b>	\$	\$	\$	\$	\$	\$
<b>Segment</b>						
Hospital	4,538,986	4,580,878	(41,892)	6,962,667	607,701	6,354,966
<b>Total</b>	<b>4,538,986</b>	<b>4,580,878</b>	<b>(41,892)</b>	<b>6,962,667</b>	<b>607,701</b>	<b>6,354,966</b>
<b>2000</b>						
<b>Segment</b>						
Hospital	3,951,852	3,910,117	41,735	6,937,698	540,840	6,396,858
<b>Total</b>	<b>3,951,852</b>	<b>3,910,117</b>	<b>41,735</b>	<b>6,937,698</b>	<b>540,840</b>	<b>6,396,858</b>

**Note 22** Responsible Person-Related Disclosures

2000/01 1999/00

(a) Responsible Minister – Hon. Christine Campbell

(b) Board Members

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

- Mr. Paul Trowbridge (President from 13 December 2000)
- Ms Vicki Fraser (Board Member)
- Mrs. Carmel Benjamin (Board Member)
- Ms. Linda Martin (Vice President from 13 December 2000)
- Mr. Bruce Morley (Treasurer from 13 December 2000)
- Dr. Campbell Paul (Vice President from 13 December 2000)
- Ms. Dale Fisher (Board Member from 1 November 2000)
- Mr. Fred Verschuren (Board Member)
- Dr. Gaye Ochiltree (Board Member)
- Ms. Elizabeth Johnson (Board Member)
- Ms. June McLoughlin (Board Member from 1 November 2000)

(c) Accountable Officer – Ms. Pam Stilling (Chief Executive Officer)

The remuneration of the Accountable Officer is reported under "Executive Officer Remuneration"

(d) Remuneration of Responsible persons

Total remuneration received or due or receivable by Responsible Persons Nil Nil

(e) Retirement Benefits of Responsible Persons

Retirement benefits paid in connection with the retirement of a Responsible person were: Nil Nil

(f) Other transactions of Responsible Persons and their Related Parties

Related party transactions Nil Nil

(g) Other Receivables from and Payables to Responsible Persons and their related Parties

Aggregate amounts payable at balance date Nil Nil

(h) Amount attributable to Other Transactions With Responsible Persons and their related parties

Transactions with Responsible Persons and their related parties Nil Nil

(i) Executive Officer Remuneration:

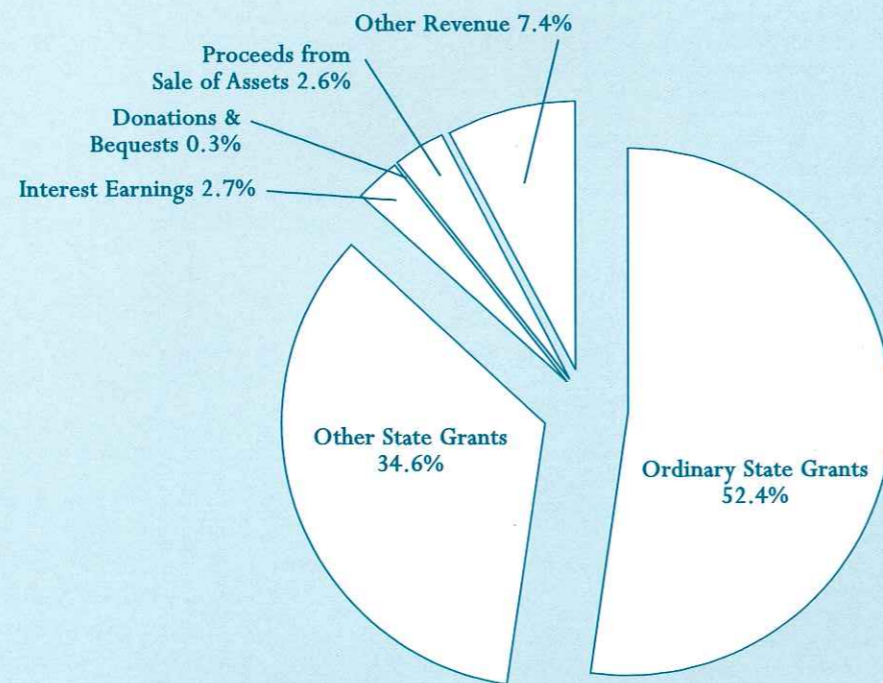
The number of Executive Officers whose total remuneration for the year within each successive \$10,000 commencing at \$100,000.

\$100,000-\$110,000 1 Nil

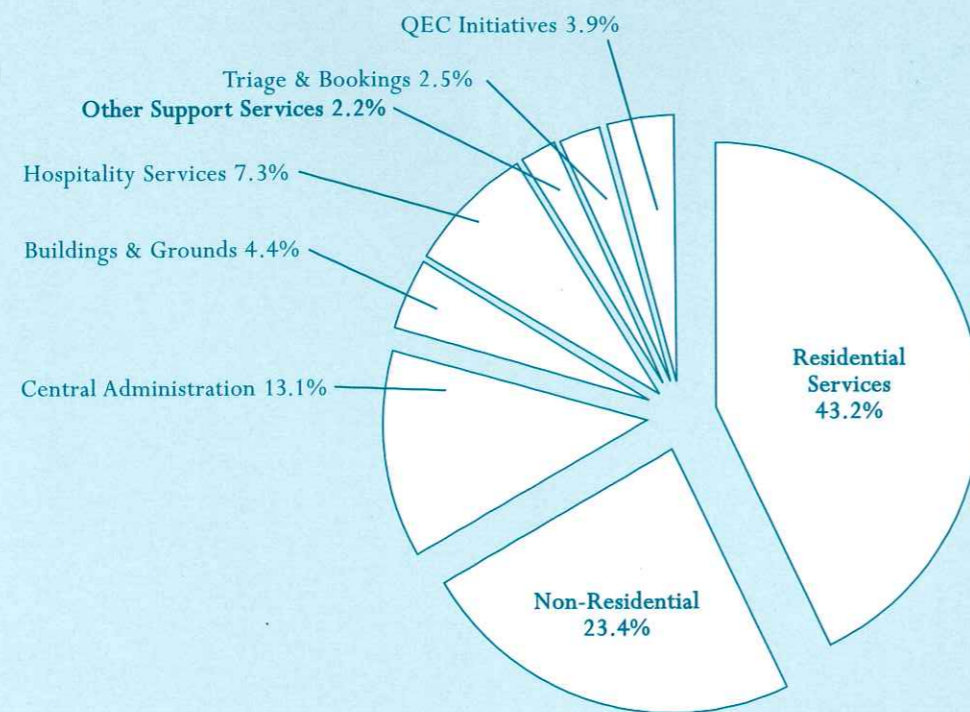
Total remuneration for the reporting period for Executive Officers included above, amounted to: 106,588 Nil



## Our Sources of Revenue for 2000/01



## Expenditure by Operational Unit for 2000/01



## Certification

In our opinion the Report of Operations and the Financial Statements of The Queen Elizabeth Centre comprising a Statement of Financial Performance, Statement of Financial Position, 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 Report Provisions.

In our opinion the Financial Statements present fairly the financial transactions for the year ended 30 June 2001 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.

PRESIDENT  
Paul Trowbridge

CHIEF EXECUTIVE OFFICER  
Pam Stilling

Dated *12* day of *September* 2001. (Noble Park)





AUDITOR GENERAL  
VICTORIA

AUDITOR-GENERAL'S REPORT

To the Members of the Parliament of Victoria, the responsible Ministers and the Members of the Board of Management of The Queen Elizabeth Centre

Audit Scope

The accompanying financial report of The Queen Elizabeth Centre for the financial year ended 30 June 2001, comprising statement of financial performance, statement of financial position, statement of cash flows and notes to the financial statements, has been audited. The Members of the Board of Management are responsible for the preparation and presentation of the financial report and the information it contains. An independent audit of the financial report has been carried out in order to express an opinion on it to the Members of the Parliament of Victoria, the responsible Ministers and the Members of the Board of Management 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 report is 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 report, 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 report is presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and complies with the requirements of the *Financial Management Act 1994*, so as to present a view which is consistent with my understanding of The Queen Elizabeth Centre's financial position, the results of its operations and its cash flows.

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

Qualification

The Queen Elizabeth Centre did not include the assets, liabilities, revenues and expenses of the Queen Elizabeth Centre Foundation in its financial statements for the financial year ended 30 June 2001 nor for the financial year ended 30 June 2000. While the Foundation operates independently under the authority of a Trust Deed, the Foundation should have been consolidated within the Centre's financial report in accordance with Australian Accounting Standard AAS 24 *Consolidated Financial Reports*, as the Centre enjoys the majority of the benefits provided by the Foundation and is ultimately exposed to the majority of risks of the Foundation. I am unable to quantify the effect of this departure on the Centre's financial report as I have not acted as auditor of the Foundation and its financial report was not available at the date of preparation of this report.

Qualified Audit Opinion

In my opinion, except for the matter referred to above, the financial report presents fairly the financial position of The Queen Elizabeth Centre as at 30 June 2001 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 complies with the requirements of the *Financial Management Act 1994*.

MELBOURNE  
27/9/2001

  
J.W. CAMERON  
Auditor-General

Victorian Auditor-General's Office Level 34, 140 William Street, Melbourne Victoria 3000  
Telephone (03) 8601 7000 Facsimile (03) 8601 7010 Email comments@audit.vic.gov.au Website www.audit.vic.gov.au

# Compliance Index

Compliance Index disclosure requirements

The Annual Report of the entity is prepared in accordance with the *Financial Management Act 1994* and the Directions of the Minister for Finance. This index has been prepared to facilitate identification of compliance with statutory disclosure and other requirements.

Clause	Disclosure	Page
<b>Report</b>		
<u>Charter &amp; purpose</u>		
9.1.3 (i) (a)	Manner of establishment and Relevant Minister	2
9.1.3 (i) (b)	Objectives, functions, powers and duties	2
9.1.3 (i) (c)	Services provided and persons or sections of community served	2
<u>Management &amp; structure</u>		
9.1.3 (i) (d) (i)	Names of governing board members, audit committee & chief executive officer	5
9.1.3 (i) (d) (ii)	Names of senior office holders and brief description of each office	5
9.1.3 (i) (d) (iii)	Chart setting out organisational structure	6
9.1.3 (i) (e)	Workforce data and application of merit & equity principals	17
9.1.3 (i) (f)	Application and operation of FOI Act 1982	19
<u>Financial and other information</u>		
9.1.3 (ii) (a)	Summary of financial results with previous four year comparatives	20
9.1.3 (ii) (h)	Extent of compliance with Building Act 1993	19
9.1.3 (ii) (i)	Statement that information listed in Part 9.1.3 (iv) is available on request	19
9.1.3 (ii) (k)	Statement on implementation and compliance with National Competition Policy	19
<b>Financial Statements</b>		
<u>Preparation</u>		
9.2.2 (ii) (a)	Statement of preparation on an accrual basis	25
9.2.2 (ii) (b)	Statement of compliance with Australian Accounting Standards and associated pronouncements	25
9.2.2 (ii) (c)	Statement of compliance with accounting policies issued by the Minister for Finance	25
<u>Statement of financial operations</u>		
9.2.2 (i) (a)	A statement of financial operations for the year	22
9.2.3 (ii) (a)	Operation revenue by class	26
9.2.3 (ii) (c)	Other material revenue by class including sale of non-goods assets and contributions of assets	26
9.2.3 (ii) (e)	Depreciation, amortisation or diminution in value	28
9.2.3 (ii) (i)	Auditor-General's fees	28
<u>Statement of financial position</u>		
9.2.2 (i) (b)	A statement of financial position for the year	23
<b>Assets</b>		
9.2.3 (iii) (a) (i)	Cash at bank or in hand	29
9.2.3 (iii) (a) (iii)	Receivables, including trade debtors, loans and other debtors	30
9.2.3 (iii) (a) (iv)	Other assets, including prepayments	29
9.2.3 (iii) (a) (v)	Investments by class	30
9.2.3 (iii) (a) (vi)	Property, plant & equipment	30
<b>Liabilities</b>		
9.2.3 (iii) (b) (iii)	Trade and other creditors	31
9.2.3 (iii) (b) (v)	Provisions, including employee entitlements	31
<b>Equity</b>		
9.2.3 (iii) (d)	Reserves, and transfers to and from reserves (shown separately)	29
<u>Statement of cash flows</u>		
9.2.2 (i) (c)	A statement of cash flows for the year	24
<u>Notes to the financial statements</u>		
9.2.3 (iv) (e)	Commitments for expenditure	32
9.2.3 (iv) (d)	Government grants received or receivable and source	26
9.2.3 (iv) (e)	Employee superannuation funds	32
9.2.7	Motor vehicle lease commitments	31, 32



*The Queen Elizabeth Centre*

53 Thomas Street, Noble Park, Victoria 3174

TELEPHONE 03 9549 2777 FACSIMILE 03 9549 2779

EMAIL [theqec@qec.org.au](mailto:theqec@qec.org.au)