

Year In Review

2007 - 2008



GP

down south

general practice network

VISION

To provide best possible health outcomes for all people in our region by working with General Practice and Primary Health Providers.

MISSION

To improve the quality, efficiency and effectiveness of primary health care delivery to the community through;

- Building on our capacity as the only accredited regional organisation with access to all primary health care teams.
- Supporting General Practice teams to improve clinical outcomes, business viability and workforce support.
- Engaging the membership to better understand the health care needs of the community.
- Representing the needs of General Practice and the health care needs of the community to government and other relevant stakeholders.

VALUES

We believe that:

- All members of the community have the right to equality of opportunity when seeking access to high quality health care.
- General Practitioners are central to the provision of high quality health care.
- The views of our members, staff, colleagues and consumers must be valued.
- The conduct of all of our business activities must be characterised by excellence, integrity, openness and responsible compassionate leadership.

MEMBERS OF THE BOARD

Dr Mostyn Hamdorf	Chair	Mr John Cowdell	Board Member
Dr Gavin Riches	Deputy Chair	Dr Ingrid Hanemaaijer	Board Member
Mr John Ireland	Company Secretary	Dr Rupert Backhouse	Board Member
Dr Pat Wallace	Board Member	Dr Sarah Youngson	Board Member

STAFF

Judy Fraser	Chief Executive Officer
Yvonne Robinson	Deputy CEO
Peter Marshall	Finance & Administration Manager
Marj Sawyer	Accounts & Payroll Officer
Janet Hobba	Program Manager – <i>commenced 07/07</i>
Amanda Poller	GP Support Coordinator/Program Manager
Reva Evans	GP Support Coordinator – <i>ceased 04/08</i>
Karen Hansen	GP Support Coordinator
Sharlene Hindmarsh	GP Support Coordinator
Denise Puddick	GP Support Coordinator – <i>commenced 08/07</i>
Troy Shier	WHIP Practice Manager – <i>commenced 02/08</i>
Jill Fowler	Family and Domestic Violence Project Officer & Quality Manager – <i>commenced 07/07</i>
Sharon O'Neill	Quality Officer/Administration Coordinator
Gill Bowles	Administration Officer
Cindy McNear	Administration Officer – <i>ceased 04/08</i>
Michelle McShane	Administration Officer – <i>commenced 09/07, ceased 04/08</i>
Anne Walsh	Administration Officer – <i>commenced 01/08</i>
Rebecca Preston	Trainee Administration Officer – <i>commenced 01/08</i>
Jackie Bowser	Program Support & Administration Officer – <i>commenced 01/08</i>
Taryn Hyder	NPS Facilitator
Susan Gardiner	Rural and Remote Mental Health Worker – <i>commenced 08/07</i>
Kerry Jensen	Psychologist – <i>commenced 04/08</i>
Brian Toigo	Senior Aboriginal Health Worker
Pam Bolitho	Aboriginal Health Worker – <i>commenced 07/07</i>
Annette Lawrence	Aboriginal Health Worker
Jenny Wallam	Aboriginal Health Worker
Dianne Yappo	Aboriginal Health Program Administration Officer
Annette Butcher	Diabetes Educator
Cheryl Darnell	Diabetes Educator
Rachel Holding	Diabetes Educator
Liz Lucey	Diabetes Educator – <i>ceased 06/08</i>
Maree Nannen	Diabetes Educator
Sally O'Rourke	Diabetes Educator
Jill Thomas	Diabetes Educator – <i>ceased 12/07</i>
Stephanie Daniels	Nursing in General Practice Project Officer – <i>ceased 10/07</i>

OVERVIEW

Welcome to our brief review for 2007/08. Our full report, as submitted on 30th September 2008 to the Department of Health & Ageing, is available on our website.

2007/08 has been a year of challenges and achievements for GP down south. The Board and Management team have undertaken a review of its strategic objectives and organisational structure to ensure it continues to deliver its objectives in 2008/09 and beyond.

A review of GP down south's service delivery model has commenced, involving all staff, to ensure the Division is well placed to deliver the objectives set out in the 2008/09 Annual Plan. A key challenge has been, and will continue to be, the need to balance the delivery of program objectives with the need to maintain close working relationships and support mechanisms for the benefit of our General Practices.

GP down south values its staff and places high priority on retention of staff through family friendly employment policies and by providing individual and team development opportunities.

Dr Mostyn Hamdorf
Chair

Judy Fraser
CEO

HIGHLIGHTS, CHALLENGES AND THE FUTURE

Highlights

Governance

- Achievement of accreditation under ISO.
- Implementation of an extensive intranet based Quality Management System, with training and involvement of all staff.
- Development of a Strategic Plan for the next 3-5 years.
- Ongoing collaboration with area health services to influence local primary care policy and service delivery.
- Implementation of a risk management system and contract compliance matrix.
- Ongoing involvement with local consumer groups to inform program planning and service delivery.

Prevention and Early Intervention

- Maintenance of the percentage of children fully immunised (87.8% in August 2007 and 87.6% in May 2008).
- The Manjimup and Collie Aboriginal Health Services are well established and increasing access of the ATSI community to Aboriginal Health Checks and Lifescipts. to identify people at risk of chronic disease and promote healthy lifestyle choices.
- Establishment of the Waankininey Health in Peel (WHIP) project to increase access of the Peel ATSI community to General Practitioner services.



Peel Practice Nurse receiving Family Planning WA sponsorship for Pap Smear Providers course

Access

- The residential aged care program achieved improved information to General Practices regarding Residential Aged Care Facilities (RACFs), initiatives to improve oral health of residents and increased access to podiatry services to RACFs. GP down south was disappointed by the cessation of this program and will participate in the new Aged Care Access Initiative for the benefit of RACF residents.
- The total number of sessions provided under the MAHS program has increased significantly in the reporting period from 1239 in 2006/07 to 2240 in 2007/08.

Chronic Disease Management (CDM)

- The Division has participated in a range of programs and initiatives to improve services for people with chronic disease including implementation of the Canning Data Extraction Tool, promotion of CDM item numbers to Practices, participation in the Australian Primary Care Collaboratives, delivery of diabetes education services and promotion of Nurse led clinics for diabetes.
- Participation in the Rural and Remote Mental Health program has increased access to mental health services. Referral processes have been simplified through use of a single referral form.

General Practice and Workforce Support

- Continuing Professional Development (CPD) for GPs and their staff remains a priority for GP down south. A range of CPD activities have been organised by the Division to address needs identified by GPs and program objectives. During 2007/08, GP down south achieved accredited provider status with the RACGP.
- Practice Nurse and Practice Manager networks are held regularly and are well attended. The Division has supported General Practices to recruit Practice Nurses. In 2007/08 we have increased to number of Practices employing a Practice Nurse by 6% (68% to 74%).



South West GPs and Practice Staff participating in CPR Training

Quality Use of Medicines

- The NPS program on early use of insulin was delivered with 67 GPs participating (target 43 GPs).

Consumer Focus

- Division staff continue to represent GP down south on community groups addressing local health issues e.g. Vasse Human Services Committee and six District Health Advisory Committees.



Peel GP Registrars attending a WAGPET Education Session

Challenges

GP down south estimates the additional costs of accreditation for this year to be in excess of \$70,000. This includes:

- IT development of Quality Management System (QMS).
- Development of policy documents, work plans and forms to comply with the QMS.
- Appointment of part-time Quality and Risk Manager and Quality Officer.
- Staff training and orientation in use of the QMS and professional development for Quality and Risk Manager and Quality Officer.
- Internal audits and payment to external auditors.

- It needs to be noted that these compliance imperatives have an eventual impact on the ability of the organisation to maintain service delivery levels and standards.

The Future

GP down south is looking forward to implementation of the new Service Delivery Model mentioned previously in the overview. It is anticipated that the new model will result in significant improvements in our ability to engage with our Practice membership.

FINANCIAL OVERVIEW

The Division's financial statements, including the Balance Sheet and Statement of Income & Expenditure are embodied in this "Year in Review" for 2007/08.

Whilst these audited financial statements reflect a small deficit of \$8,477 for the financial year the Company remains in a sound financial position with Retained Earnings and Equity totaling \$504,811. The deficit resulted primarily from a reduction in Commonwealth funding of 2.1% in real terms.

With the demand on Division's services increasing and Commonwealth funding shrinking, we have budgeted for a modest deficit this year as we intend using some of our accumulated funds to meet the costs of some new and innovative services which have been identified through our recent Strategic Planning process.

John Ireland
Company Secretary

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF PEEL SOUTH WEST DIVISION OF GENERAL PRACTICE LTD

Scope

We have audited the accompanying financial report of Peel South West Division of General Practice Ltd., which comprises the balance sheet as at 30 June 2008, and the income statement, statement of changes in equity and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes as set out on pages 2 to 20 of the Audited Financial Statement.

Auditor's Opinion

In our opinion the financial report of Peel South West Division of General Practice Ltd is in accordance with the *Corporations Act 2001*, including:

- i. giving a true and fair view of the company's financial position as at 30 June 2008 and of its performance for the year ended on that date; and
- ii. complying with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Corporations Regulations 2001.

Christopher McLaughlin
Director

Anderson, Munroe & Wyllie Chartered Accountants

BALANCE SHEET AS AT 30 JUNE 2008

	2008	2007
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	935,281	1,039,187
Trade and other receivables	27,800	30,743
Other current assets	21,438	21,769
TOTAL CURRENT ASSETS	984,519	1,091,699
NON-CURRENT ASSETS		
Property, plant and equipment	251,189	161,818
TOTAL NON-CURRENT ASSETS	251,189	161,818
TOTAL ASSETS	1,235,708	1,253,517
CURRENT LIABILITIES		
Trade and other payables	153,239	177,872
Short term provisions	144,873	96,530
Unexpended grants	361,152	409,225
TOTAL CURRENT LIABILITIES	659,264	683,627
NON-CURRENT LIABILITIES		
Long term provisions	71,633	43,871
Unexpended grants	-	12,731
TOTAL NON-CURRENT LIABILITIES	71,633	56,602
TOTAL LIABILITIES	730,897	740,229
NET ASSETS	504,811	513,288
EQUITY		
Retained Earnings	504,811	513,288
TOTAL EQUITY	504,811	513,288

STATEMENT OF INCOME AND EXPENDITURE

	2008	2007
	\$	\$
OPERATING REVENUE		
Revenue from government and other grants	2,414,334	1,861,932
Other revenue	185,570	162,123
TOTAL OPERATING REVENUE	2,599,904	2,024,055
OPERATING EXPENSES		
Employee benefits expense	1,294,869	708,586
Depreciation	85,398	84,076
Repairs, maintenance and vehicle running expense	73,119	42,725
Rental expense	99,303	59,831
Consultants and contractors	681,472	613,284
Administration expenses	120,171	78,006
Seminar and event expense	53,314	49,549
Other expenses	200,735	252,296
TOTAL OPERATING EXPENSES	2,608,381	1,888,353
Profit before income tax	(8,477)	135,702
Income tax expense	-	-
Profit after income tax	(8,477)	135,702