



**NEW SOUTH WALES
OPTICAL DISPENSERS
LICENSING BOARD**

ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2005

OPTICAL DISPENSERS LICENSING BOARD

The Hon J Hatzistergos MLC
Minister for Health
Level 33
Governor Macquarie Tower
1 Farrer Place
SYDNEY NSW 2000

Dear Mr Hatzistergos

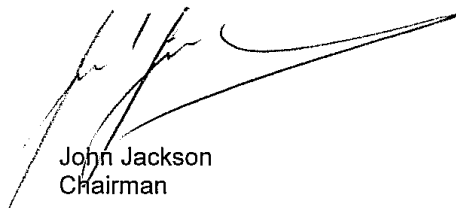
Pursuant to the provisions of the Annual Reports (Statutory Bodies) Act 1984, the Optical Dispensers Licensing Board of New South Wales has pleasure in submitting this, the nineteenth Annual Report of the Board, for the period 1 July 2004 to 30 June 2005, for presentation to Parliament.

The Board is pleased to report significant progress during the period under review in the many areas within the scope of its activities. Of particular note is the commencement of the Health Legislation Further Amendment Act 2004 that restricted the sale of plano or novelty contact lenses. The Board looks forward to its ongoing involvement with the development of policy and guidelines in relation to these items.


The President and Members of the Board are grateful for the contribution made by the Board's staff.

In conclusion, I would like to draw your attention to the service of the Board members and thank them for their co-operation during this past year.

Yours faithfully



John Jackson
Chairman



David Wilson
Board Member

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**ANNUAL REPORT FOR THE YEAR ENDED
30 JUNE 2005**

1. CHARTER

The Optical Dispensers Licensing Board of New South Wales is constituted pursuant to the Optical Dispensers Act, 1963 (the Act) to exercise the powers, authorities, duties and functions imposed by the Act.

2. AIMS AND OBJECTIVES

- to issue, suspend or cancel licences under the Act and to annul any such suspension or cancellation
- to recommend the acceptable training and examination qualifications for the licensing of optical dispensers
- to arrange for the conduct of such course of training and examinations
- to achieve compliance with the Act and Regulations, through appropriate prosecution, disciplinary and other action.

3. ACCESS

The Optical Dispensers Licensing Board may be contacted through its Secretary by mail, telephone, facsimile or email. Its office is located at:

Level 6
477 Pitt Street
SYDNEY 2000

Correspondence should be addressed:

P.O. Box K599
HAYMARKET NSW 1238

Telephone: (02) 9219 0211 Hours of Business: 8.30 am – 4.30pm
Facsimile: (02) 9211 9318 Monday to Friday

E-mail opticalreg@doh.health.nsw.gov.au
Website www.opticalreg.health.nsw.gov.au

4. MANAGEMENT and STRUCTURE

4.1 Membership

Membership of the Board is prescribed pursuant to Section 6 and consists of seven members, of whom one is:

- an officer of the Department of Health nominated by the Minister for Health;

Ms Rosemary Milkins

- an optical dispenser nominated by the Australian Association of Dispensing Opticians (now known as the Australasian Dispensing Opticians Association);

Mr David Wilson

- an optical dispenser nominated by the Guild of Dispensing Opticians (Australia) Ltd;

Mr John Jackson (President)

- an optical dispenser nominated by the Association of Spectacle Makers Ltd;

Mrs Elizabeth Roberts-Jones

- a registered medical practitioner practising as an Ophthalmologist nominated by the NSW Branch of the Australian Medical Association;

Dr Frances Booth (resigned as of April 2005)

- a registered optometrist nominated by the Board of Optometrical Registration;

Mr Albert Lee

- a person nominated by the Minister for Health;

Mr Bernard Sharpe

The Board was appointed by the Governor for a term of three years on 23 June 2004 for the period 16 May 2004 until 15 May 2007.

4.2 Attendance at Board Meetings

The Board met on 12 occasions on the third Wednesday of each month during the reporting period. Two meetings were held in July 2004 following appointment of Board members by the Governor on the 23 June 2005 with no meeting being held in January 2005.

Name	Attendance
Mr John Jackson	11
Mr Bernard Sharpe	10
Mrs Elizabeth Roberts-Jones	10
Mr David Wilson	9
Mr Albert Lee	10
Ms Rosemary Milkins	8
Dr Frances Booth (resigned April 2005)	6

4.3 Secretary/Assistant Secretary

Ms Mary Shanahan was the Secretary throughout the reporting period. She has been assisted by Ms Fay Murdoch.

4.4 Committees of the Board

Pursuant to s.20(d) of the Act the Board has both a power and duty to give approvals to persons to practise optical dispensing, for specified periods and subject to specified conditions.

The Board has delegated the power to grant *Approvals to Practise, Applications for a Licence and Applications for Restoration to the Register* to a Committee comprising the three (3) optical dispensers on the Board:

- Mr John Jackson
- Mr David Wilson
- Mrs Elizabeth Roberts-Jones

5. SUMMARY REVIEW OF OPERATIONS

5.1 Fees

No fee increases occurred during the reporting period.

The fees levied were as follows:

Registration (Licence)	\$90
Restoration	\$90
Renewal of Registration	\$70
Inspection of Register	\$10
Duplicate licence	\$20

5.2 Registration

The Board maintained a Register of Optical Dispensers as required by Section 21 of the Act.

Number of Licences approved	97
Mutual Recognition Applications	1
Restorations	32
Deceased optical dispensers	0
Unfinancial optical dispensers	84

Number of Optical Dispensers as at 30.6.05	1402
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Within the 97 licence approvals, 81 were granted based upon NSW qualifications (including 4 applicants who successfully completed the proficiency test at TAFE), 5 on interstate qualifications and 11 were based upon overseas qualifications.

The Board also approved the following:

Section 22A(1) Provisional Licence	0
Section 22B(1) Approval to Practise	146
Section 22B(1) Renewals- Approval to Practise	155

Applications for registration (licences) and approvals to practise under supervision, were reviewed prior to each Board meeting by a Sub-Committee of the Board. The applications are then presented to the full Board for its consideration.

5.3 Education and Training

In recognition of the changing competencies for optical dispensers, the Board continues to monitor the standard of courses offered through the Sydney Institute of Technology and the Open Training and Education Network (OTEN).

Trainee optical dispensers must gain 800 hours experience under supervision, prior to becoming licensed.

The Board continued to monitor its policy regarding the granting of Approvals to Practise:

- Approvals are granted on a yearly basis, with a requirement to renew all Approvals on or before 31 May each year, and
- require trainee optical dispensers to make satisfactory progress in their course(s) of study, by completing a minimum of four (4) modules per year, or satisfying other criteria which may be determined by the Board.

5.4 **Mutual Recognition**

The Board approved 1 application for licence pursuant to the Mutual Recognition Act 1992.

5.5 **Compliance**

The Board achieves compliance with the Act and Regulations through:

- random inspections throughout NSW by its authorised Inspector, checking compliance, disseminating information and issuing both warning and factual correspondence
- prosecution of persons operating in contravention of the Act
- the investigation of complaints of misconduct, habitual addictions/drunkenness, relevant criminal convictions and subsequent disciplinary proceedings and other actions considered to be inappropriate
- publication of information pamphlets and the posting of information and legislation links on its website

The Board considered two complaints during the reporting period including one complaint which was carried over from the last reporting period:

Complaint No 1 – This complaint involved a matter of fraud and resulted in an inquiry into the complaint before all members of the Board. The optical dispenser was asked to show cause why their name should not be removed from the Register. The Board accepted the explanation of the optical dispenser in relation to the complaint and determined to close the matter.

Complaint No 2 – An optical dispensing practice provided lenses to a customer which were incorrect. The practice replaced the lenses and apologised to the customer. Following corrective action by the practice, the Board determined to close the matter.

No prosecutions or disciplinary inquiries were commenced by the Board during the period.

5.6 **Overseas Applicants for Licence**

The Board has continued to utilise the facilities of the Sydney Institute of Technology in relation to proficiency testing of overseas qualified optical dispensers. The Board referred 4 applicants to the TAFE for a proficiency test.

The Board continued to apply its policy to organise and pay for the use of an interpreter to assist the applicant during the proficiency test.

Additionally, the Board received applications from eleven (11) overseas qualified applicants from the following countries:

Canada	3
Ireland	1
Japan	1
South Africa	2
United Kingdom	3
Venezuela	1

The Board publishes a brochure advising overseas applicants of the procedures for licence applications, including details concerning proficiency testing.

5.7 Promotion of the Board's Activities

The Board issues information bulletins periodically to registrants to inform them of changes to the Act and Regulations and other matters of importance to optical dispensers.

These information bulletins are accessible on the Board's website. There are also links to other sites such as the Health Care Complaints Commission and the Department of Health. The website address is www.opticalreg.health.nsw.gov.au.

The Optical Dispensers Licensing Board attends the annual graduation ceremony for optical dispensing students graduating from OTEN and the Sydney Institute each year.

Mr John Jackson, President, was invited to participate in the Health Technicians Industry Reference Group to review the Health Training Package. Participation requires a commitment for 12 months to attend meetings, undertake reading and review draft documents including national competency standards. The Industry Reference Group will continue to meet throughout 2005.

5.8 Publications

The Board publishes the following documents:

- A Summary of the Optical Dispensers Act 1963
- Requirements for Licence
- Requirements for Licence – Overseas Applicants
- Optical Dispensing Log Book

These documents are also posted on the Board's website.

5.9 Records of Optical Dispensers speaking a Community Language

During the period the Board resolved to commence recording particulars of registrants who speak a non-English language in its register of licences.

Applications for registration now include a questionnaire regarding second language skills and this practice will continue into the next period.

Such records create better access to the health system for ethnic groups and the Board welcomes enquiries by consumers of health services.

5.10 Overseas Travel

No overseas travel has been undertaken on behalf of the Board during the reporting period.

5.11 Legal Change

The *Health Legislation Further Amendment Act 2004* was passed by the New South Wales Parliament on 30 November 2004 and commenced on the 1 January 2005. The passing of this legislation by the Parliament restricts the sale of plano or novelty contact lenses to licensed optical dispensers and optometrists. The legislation also requires that purchasers of novelty contact lenses are to be provided with information in relation to the use and care of the lenses. NSW Health is currently forming a working party to develop policy and guidelines in relation to the development of consumer information relating to sale of novelty contact lenses.

The Board also considered the obligations an optical dispenser may have in relation to mandatory reporting requirements of children at risk of harm under section 27 of the *Children and Young Person's (Care and Protection Act) 1998*. Legal advice provided to the Board on this matter indicated that since optical dispensers' clients include children and the functions of optical dispensers constitute healthcare, optical dispensers fall within the definition of "mandatory reporter" for the purposes of this Act.

Further to this requirement, the Board has sought to have training in relation to mandatory reporting incorporated in to the national competencies for optical dispensers in the Certificate IV course for optical dispensing.

5.12 Freedom of Information Act, 1989

No FOI requests were made in the reporting period.

6. ADMINISTRATION

6.1 Management and Structure

The Health Administration Corporation manages the accounts and employs the staff required to administer the Health Professionals Registration Boards established by the following Acts:

- Chiropractors Act 2001
- Dental Technicians Registration Act 1975
- Nurses and Midwives Act 1991
- Optical Dispensers Act 1963
- Optometrists Act 2002
- Osteopaths Act 2001
- Physiotherapists Act 2001
- Podiatrists Act 1989
- Psychologists Act 2001

The Boards as statutory bodies deal with professional issues under their respective Acts. The functions of the Boards include the determination of health professional standards, qualifications and experience required for registration and the maintenance of professional and ethical standards through the administration of disciplinary provisions.

The Boards are self-funding and performed within their commitment of service. Registration notices were issued expeditiously and routine renewals were processed within five (5) days of receipt.

In accordance with legislation, the Boards' accounts were paid by the Health Administration Corporation from fees received and transmitted to the Corporation. Within the Boards' accumulated funds recognition has been given for future expenditure for the election of Board members (where required) litigation and disciplinary costs.

The total administrative expenditure for all the above Boards in 2004/2005 was \$7,443,721 compared with \$6,430,981 in 2003/2004.

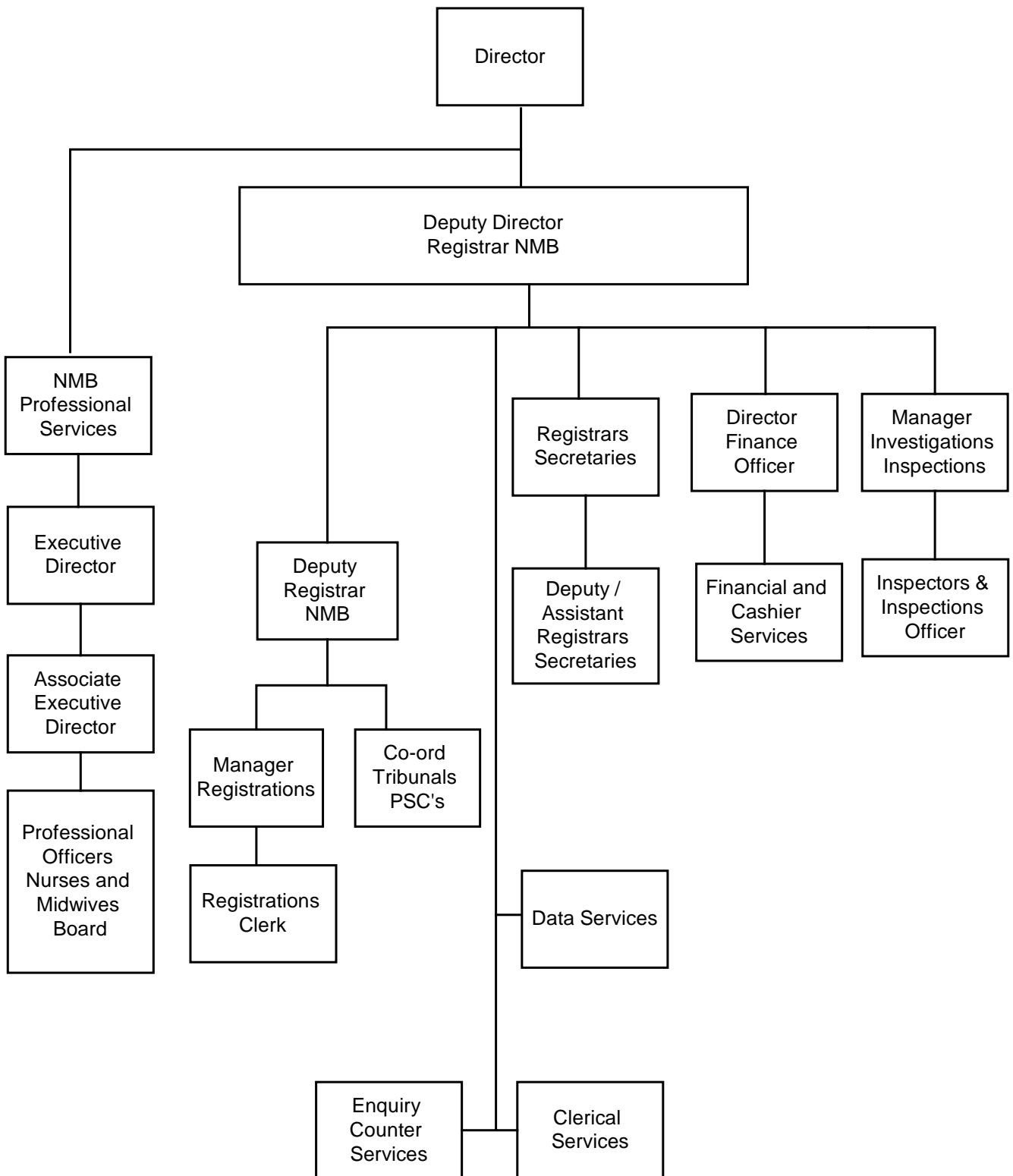
During the year the Department of Commerce was engaged to provide consultancy services in relation to the relocation of the Boards' offices. The total cost of this consultancy of \$212,028 was met by the Boards.

Staff of the Health Professionals Registration Boards filled the equivalent of 55 full time positions (including one executive officer position at level 2). For the preceding two (2) years the staff establishment was the equivalent of 53 and 52 full-time positions respectively.

Staff, as employees of the Corporation, derive the benefits of the personnel policies of the Department of Health including occupational practices and are subject to the Department's Code of Conduct.

The Boards are managed by Mr J Tzannes, Director and Mr R Dwyer, Deputy Director, for the Corporation.

6.2 Organisational Chart



6.3 **NSW Department of Health – Code of Conduct**

The Board's staff adheres to the Department of Health Code of Conduct which remains unchanged from previous reporting periods.

6.4 **Ethnic Affairs Priorities Statement**

The Optical Dispensers Licensing Board is one of nine registration boards administered by the Health Professionals Registration Boards (HPRB) on behalf of the Health Administration Corporation. The Board in conjunction with the HPRB maintains a number of initiatives to support our culturally diverse population under the key areas of social justice and economic and cultural opportunities.

These initiatives include to:

- (i) promote the recognition and registration of overseas trained health professionals
- (ii) assist overseas trained applicants to register in NSW
- (iii) maintain a range of bilingual health professionals/staff employed by HPRB
- (iv) ensure ethnic media is used in any community information circulated by the Board
- (v) ensure the Board receives advice on matters within its jurisdiction relating to people of culturally diverse backgrounds
- (vi) promote a culturally diverse workforce
- (vii) ensure the Board is aware of the Government's commitment to implementing the principles of multiculturalism as set out in section 3 of the Community Relations Commission and Principles of Multiculturalism Act 2000

Overseas Training - Recognition of Qualifications

To apply for a licence to practise in New South Wales as an optical dispenser, an applicant must provide evidence of a qualification from their country of origin and may be required to undertake a proficiency test to satisfy practical training requirements. Throughout the reporting period, proficiency tests (theory and practical) were conducted by the Sydney Institute of Technology.

The Board also continues to be involved in the national competency based assessment system in consultation with the other Australian and New Zealand registration bodies, and relevant stakeholders.

In addition, under the provisions of the Mutual Recognition (NSW) Act 1992 and the Trans Tasman Mutual Recognition (NSW) Act 1996, overseas trained health professionals with current registration in another Australian state or territory or in New Zealand are able to apply for registration in NSW based on their registration status and good standing.

6.5 NSW Government Action Plan for Women

The principle of equality of access and rights of participation are the cornerstones of the NSW Government's philosophy in relation to women. In keeping with this principle, the Government has sought to ensure that the promotion of the position of women in all aspects of society is central to the core business of all government agencies through its Action Plan for Women.

The key objectives of the Government's Action Plan are to eradicate violence against women, to improve the health and quality of life of women and to provide a responsive environment for women to participate fully in the economic, social and educational life of society. One of the initiatives developed to promote the involvement of women is achieved by ensuring that membership of statutory boards and bodies reflects the broader community and that in filling vacancies consideration is given, inter-alia, to the nomination of female representatives. It is the Government's intention to progressively increase the number of women on statutory boards to 50% board representation.

In relation to the registration boards administered by the Health Professionals Registration Boards (HPRB), nominations to Boards are made by the Minister as well as nominating bodies or via mechanisms stipulated in the legislation. Where vacancies occur or when membership nominations for a new Board are requested, the nominating bodies are advised of the Government's policy in relation to female representation.

Of the seven (7) members, the Optical Dispensers Registration Board currently has two (2) female members.

While the Board and the HPRB are not responsible for the promotion of access to the profession for women, from its registration records the Board is in a position to indicate that at the time of this report, the female registrants numbered 749, being 53% of the total number of registrants, as compared with 726 (51.8% of total registrants) at the end of the financial year 2003-2004. It should be noted that these figures vary during the reporting period in line with the changing status of registrants during renewal periods.

During the year the Board determined to adopt a policy of not charging a fee for applications for changes of name. This decision will largely assist female practitioners who choose to change their name.

6.6 Waste Reduction and Purchasing Policy

The NSW Government's Waste Reduction and Purchasing Policy (WRAPP) requires all government agencies to implement plans to reduce waste and increase the purchase of recycled content materials. Agencies are also required to report on the progress and achievements in regard to WRAPP plans in their Annual Reports.

Throughout the reporting period, the Health Professionals Registration Boards (HPRB) continued to work towards improvements in reducing waste, recycling of paper products, consumables and office equipment and the extent of purchases of consumables containing recycled content. The strategies that were put in place in previous years were maintained and environmentally sound solutions were applied to changing circumstances. In managing changing circumstances, the HPRB faced a significant challenge in the relocation of its offices during the year.

The relocation to new premises in December 2004 presented the HPRB with several waste management and re-use issues. Primarily, the relocation generated a significant cull of the material stored by the various Boards resulting in the disposal to recycling schemes of larger volumes of paper, including sensitive material for secure recycling, and other office materials, such as cardboard folders. In addition, rather than enlarging the volume of material sent to recycling, the HPRB updated quantities of letterheads bearing the superseded address for re-use.

With regard to office equipment, HPRB ensured that, where possible, its equipment was retained and re-used with appropriate modifications. An example of the effective re-use of out-dated equipment has been the reallocation of several computers to other functional uses that require lesser standards of functionality, such as use as 'dumb terminals' for specific single applications. In other circumstances where equipment was not suited to the use of copy paper with a higher proportions of recycled content, the HPRB has been able to maintain usage of white copy paper with a 50% recycled content.

During the reporting period, HPRB:

- Purchased all A4 copy paper with 50% recycled content;
- Recycled approximately 90-95% of total paper waste;
- Recycled 100% of paper/cardboard packaging at its previous location and at the new premises separated and directed packaging material to the building's centralised disposal systems for recycling
- Sent 90% of toner cartridges for recycling.
- Provided an increased number of recycled paper "wheelie" bins throughout the office.
- Provided additional desk-side recycling bins to encourage diversion of paper from the waste stream and promote active recycling.

The following waste avoidance strategies remained in place throughout the year:

- Scrap recycled paper is diverted for use as message pads and for note taking;
- Use of email to communicate within HPRB and with Board members and other personnel;
- Allocation of paper recycling containers at all workstations to divert paper from waste bins and landfill;

- Referral of clients to Board websites as the preferable alternative to supplying hard copy information packages; and
- Use of double sided printing where possible.
- Where office equipment must be replaced, HPRB sends non-operational computer processing units, monitors and ancillary parts for recycling in accordance with NSW Government's Reconnect.nsw Computer Program requirements. During the year, HPRB reused components and parts in-house to maintain or extend the life span of current equipment so that no computers (CPUs) or monitors were sent for recycling.

Over the past year, the HPRB has maintained its focus on the critical assessment of waste management issues associated with the Boards' operational responsibilities and monitoring of its facilities, product and usage patterns, to enable strategic updates to the Boards' WRAPP plan.

7. FINANCE and BUDGET

7.1 FORMAT

In order to comply with statutory and audit requirements the Board's fees received and transmitted to the Health Administrative Corporation are shown as entries in the Statement of Income and Expenditure. The income and expenditure for administrative purposes appear in the accounts of the Department of Health for the Health Administration Corporation. Details of the administrative operations are also contained in the notes to the audited accounts set out in the annual report.

7.2 PERFORMANCE

The accounts in respect of the Board's administrative operating expenditure for the year show \$102,701. This is less than the budgeted operating expenditure of \$108,666 as contained in last year's annual report.

7.3 BUDGET

The Budget in respect of the administrative operation for the period 1 July 2005 to 30 June 2006 is as follows:-

	\$
INCOME	
Fees	102,128
Interest	28,005
Total	<u>130,133</u>
EXPENDITURE	
Salaries & Associated Staff Costs	72,534
Building Expenses	6,634
Subsistence & Transport	1,918
Members Fees	18,000
Fees for Service	5,200
Post & Communications	3,298
Printing & Stationery	3,378
Plant & Equipment	299
Education & Research	-
Miscellaneous	2,452
Depreciation	2,605
Total	<u>116,318</u>
Operations Surplus	<u>13,815</u>

7.4 EXPENSES

The 2005/2006 year's budget includes salary oncost charges which reflect deferred liability provisions for superannuation.

7.5 PAYMENTS PERFORMANCE

The payments in respect of the Boards' administration expenditure is included in the accounts of the Health Administration Corporation. A selected sample for each quarter of the year provided the following information-

Quarter	Accounts paid on time		Less Than 30 days overdue (%)	Between 30 to 60 days overdue (%)	More than 90 days overdue (%)
	Target %	Actual %			
September	100.00	86.13	13.5	0.37	-
December	100.00	99.04	0.79	0.17	-
March	100.00	43.97	41.15	14.88	-
June	100.00	44.64	50.19	5.17	-

No interest was paid on late payments.

7.6 INVESTMENT PERFORMANCE

The Board through a Special Interest Arrangement with the Commonwealth Bank of Australia earned an average of 4.83%p.a. on its daily bank balances. In addition an average rate of interest of 5.36%p.a. was earned on investments held in Negotiable Certificates of Deposit.

7.7 INSURANCE AND RISK MANAGEMENT

Insurance activities were undertaken by the Department of Health Insurance cover, as follows:

- < Industrial Special Risks Policy to cover all buildings, plant and contents;
- < Comprehensive Motor Vehicle Insurance Policy;
- < Public/Liability Insurance Policy;
- < Personal Accident Policy.

Risk Management were as follows:-

- < Regular preventive maintenance programs on all plant and equipment;
- < Security alarm system for premises occupied by the Board;
- < Security entry system for access to the Board's building during office hours;
- < Disaster Recovery Plan for the computer system;
Off site back-up of computer data.

7.8 ANNUAL REPORT COSTS

This year the Board has planned to publish 200 copies of the Annual Report at an approximate cost of \$2.19 per copy (includes GST)



GPO BOX 12
Sydney NSW 2001

INDEPENDENT AUDIT REPORT
Optical Dispensers Registration Board

To Members of the New South Wales Parliament

Audit Opinion

In my opinion, the financial report of the Optical Dispensers Registration Board

- (a) presents fairly the Optical Dispensers Registration Board's financial position as at 30 June 2005 and its financial performance and cash flows for the year ended on that date, in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia, and
- (b) complies with section 41B of the *Public Finance and Audit Act 1983* (the Act).

My opinion should be read in conjunction with the rest of this report.

The Board's Role

The financial report is the responsibility of the Board of the Optical Dispensers Registration Board. It consists of the statement of financial position, the statement of financial performance, the statement of cash flows and the accompanying notes.

The Auditor's Role and the Audit Scope

As required by the Act, I carried out an independent audit to enable me to express an opinion on the financial report. My audit provides *reasonable assurance* to Members of the New South Wales Parliament that the financial report is free of *material* misstatement.

My audit accorded with Australian Auditing and Assurance Standards and statutory requirements, and I:

- evaluated the accounting policies and significant accounting estimates used by the Board in preparing the financial report, and
- examined a sample of the evidence that supports the amounts and other disclosures in the financial report.

An audit does *not* guarantee that every amount and disclosure in the financial report is error free. The terms 'reasonable assurance' and 'material' recognise that an audit does not examine all evidence and transactions. However, the audit procedures used should identify errors or omissions significant enough to adversely affect decisions made by users of the financial report or indicate that Board had not fulfilled their reporting obligations.

My opinion does *not* provide assurance:

- about the future viability of the Optical Dispensers Registration Board
- that it has carried out its activities effectively, efficiently and economically, or
- about the effectiveness of its internal controls.

Audit Independence

The Audit Office complies with all applicable independence requirements of Australian professional ethical pronouncements. The Act further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General, and
- mandating the Auditor-General as auditor of public sector agencies but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Audit Office are not compromised in their role by the possibility of losing clients or income.

P. K. Brown

P K Brown FCPA
Director, Financial Audit Services

SYDNEY
20 October 2005


**OPTICAL DISPENSERS LICENSING BOARD
YEAR ENDED 30 JUNE 2005**


STATEMENT BY MEMBERS OF THE BOARD

Pursuant to the Public Finance and Audit Act, 1983, and in accordance with the resolution of the members of the Optical Dispensers Licensing Board, we declare on behalf of the Board that in our opinion:-

- 1 The accompanying financial statements exhibit a true and fair view of the financial position of the fees received on behalf of the Health Administration Corporation as at 30 June 2005 and transactions for the year then ended.
2. The statements have been prepared in accordance with the provisions of Australian Accounting Standards, Urgent Issues Group Consensus views, other authoritative pronouncements for the Australian Accounting Standards Board, the Public Finance and Audit Act, 1983, the Public Finance and Audit (General) Regulation, 2000, and the Treasurer's Directions.

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


Date 19/10/05


Date 19-10-05

OPTICAL DISPENSERS LICENSING BOARD

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2005

Current Assets	<u>Notes</u>	2005 \$	2004 \$
Accrued expenses to be paid by Health Administration Corporation	1.4 & 4	6,729	11,036
Total Assets		<u>6,729</u>	<u>11,036</u>
Current Liabilities			
Accrued expenses	1.4 & 4	6,729	11,036
Total Liabilities		<u>6,729</u>	<u>11,036</u>
Accumulated Funds		-	-
Total Equity		<u>-</u>	<u>-</u>

The statement of financial position should be read in conjunction with the accompanying notes.

OPTICAL DISPENSERS LICENSING BOARD

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2005

	Notes	2005 \$	2004 \$
Income			
Value of services provided and costs met by Health Administration Corporation	3	102,701	85,914
		<u>102,701</u>	<u>85,914</u>
Expenditure			
Expenses from ordinary activities	3	102,701	85,914
		<u>102,701</u>	<u>85,914</u>
Surplus/(Deficit) for the year from ordinary activities		-	-
Total changes in equity other than those resulting from transactions with owners as owners		<u>-</u>	<u>-</u>

The statement of financial performance should be read in conjunction with the accompanying notes.

OPTICAL DISPENSERS LICENSING BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

1. ACCOUNTING POLICIES

- 1.1 The Optical Dispensers Licensing Board performs the duties and functions contained in the Optical Dispensers Licensing Act 1963 and its financial affairs are administered by the Health Administration Corporation.
- 1.2 The Board's financial report is a general purpose financial report which has been prepared in accordance with Accounting Standards, Urgent Issues Group Consensus views, other authoritative pronouncements of the Australian Accounting Standards Board, Public Finance and Audit Act, 1983, and the Treasurer's Directions. An accrual basis of accounting has been adopted. The statement of financial position has been prepared on an historical cost basis and does not take into account changing money values.
- 1.3 The assets held by the Board represent a commitment by Health Administration Corporation to pay expenses on behalf of the Board and the liability represents expenses incurred but not yet paid by Health Administration Corporation. Both assets and liabilities relating to the Optical Dispensers Licensing Board are recorded in the financial statements of the Department of Health (Health Administration Corporation).
- 1.4 All income and expenditure of the Board's operations, including those transactions accounted for through the Health Administration Corporation (HAC) (See Note 3), are prepared on an accrual basis.

The expenses paid by HAC on behalf of the Board, are not included in the Statement of Cashflows as they are not a cashflow of the Board.

2. TRANSMISSION OF FEES

The Optical Dispensers Licensing Board is required by statute to collect fees from its registrants and transmit the monies to the Health Administration Corporation. The Corporation may pay out from such monies the amounts required to meet the costs incurred in the administration or execution of the Act establishing the Board. An amount of \$102,129 (\$105,996 in 2003/2004) was transmitted in the 2004/05 Financial Year.

OPTICAL DISPENSERS LICENSING BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

3. EXPENDITURE ACCOUNTED FOR THROUGH THE HEALTH ADMINISTRATION CORPORATION

Expenditure in respect of the Board's operations form part of the accounts of the Department of Health for the Health Administration Corporation. The Health Administration Corporation has determined which costs are allocated to the Boards and the basis of allocation. The costs may not include all costs associated with running the Boards.

Details of transactions accounted for through the Health Administration Corporation are as follows: -

	2005 \$	2004 \$
Expenditure		
Salaries & Associated Staff Costs	63,477	61,980
Building Expenses	6,155	3,370
Subsistence & Transport	1,474	1,115
Members Fees	16,533	7,156
Fees for Service	3,527	896
Post & Communications	3,085	3,721
Printing & Stationery	3,302	4,121
Plant & Equipment	1,230	515
Miscellaneous	2,519	1,707
Audit Fees (allocation)	1,399	1,333
Total	<u>102,701</u>	<u>85,914</u>

As at 30 June 2005 the Health Administration Corporation recorded cash and investments of \$591,518 (\$577,859 in 2003/2004), held in relation to this Board.

OPTICAL DISPENSERS LICENSING BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

4. FINANCIAL INSTRUMENTS

Financial instruments give rise to positions that are a financial asset of either the Board or its counterpart and a financial liability (or equity instrument) of the other party. The financial asset of the Board is a receivable of \$6,729 (\$11,036 in 2003/2004). The financial liability represents accrued expenses of \$6,729 (\$11,036 in 2003/2004).

There is no interest rate risk on the above items.

5. CONSULTANCY CHARGES

The Health Administration Corporation arranged for consultancy services on behalf of the boards it administered during the year. The Optical Dispensers Licensing Board's share of these consultancy costs was \$2,467 (\$nil in 2003/2004).

6. SUBSEQUENT EVENTS

None to report.

7. IMPACT OF ADOPTING AUSTRALIAN EQUIVALENTS TO INTERNATIONAL FINANCIAL REPORTING STANDARDS (AEIFRS)

Shown below is the Standard Department of Health table for setting out the best estimates as at the date of preparing the 30 June 2005 financial report of the estimated financial impacts of AEIFRS on the Health Professionals Registration Board's (HPRB) equity and profit/loss. The HPRB does not anticipate any material impacts on its cash flows. The actual effects of the transition may differ from the estimated figures below because of pending changes to the AEIFRS, including the urgent issues group (UIG) interpretations and/or emerging accepted practice in their interpretation and application. The HPRB's accounting policies may also be affected by a proposed standard to harmonise accounting standards with Government Finance Statistics (GFS). However, the impact is uncertain because it depends on when this standard is finalised and whether it can be adopted in 2005-06. HPRB has reviewed the requirements and has assessed that there is no effect on the Board's accounts.

OPTICAL DISPENSERS LICENSING BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

7. IMPACT OF ADOPTING AUSTRALIAN EQUIVALENTS TO INTERNATIONAL FINANCIAL REPORTING STANDARDS (AEIFRS) cont

Reconciliation of equity existing Standards (AGAAP) to equity under AEIFRS:

	2005** \$	2004* \$
Total equity under AGAAP	-	-
Adjustments to accumulated funds	-	-
Effect of valuing assets individually rather than by class	-	-
Recognition of major inspection costs	-	-
Recognition of restoration costs	-	-
Write back asset revaluation reserve for investment properties	-	-
Derecognition of intangible assets	-	-
Effect of discounting long-term annual leave	-	-
Adjustments to other reserves	-	-
Effect of valuing assets individually rather than by class	-	-
Write back asset revaluation reserve for investment properties	-	-
Write back asset revaluation reserve for intangibles	-	-
Total equity under AEIFRS	-	-

*= adjustments as at the date of transition

**= cumulative adjustments as at the date of transition plus the year ended 30 June 2005

	\$
Result from Operating Activities	
Year ended 30 June 2005	
Result from Operating Activities	-
Grants (AASB 120)	-
Restoration costs	-
Investment properties	-
Long-term annual leave	-
Assets held for sale	-
Results from Operating Activities	-

OPTICAL DISPENSERS LICENSING BOARD

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR
THE YEAR ENDED 30 JUNE 2005

8. CASH FLOW

No transactions occurred.

9. CONTINGENT LIABILITIES

None to report.

10. COMMITMENTS

Rental Charges	\$
Less than 1 year	6,614
Between 1 and 5 years	26,051
Later than 5 years	-
Total	<u><u>32,665</u></u>

The above charges reflect input tax which is recoverable.

End of Audited Financial Statements

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