

ANNUAL REPORT

2020 - 21



Report of the Elmhurst Bush Nursing Centre 2020 / 2021

*In these troubled times, more than ever, we
appreciate this beautiful landscape that we
call home.*

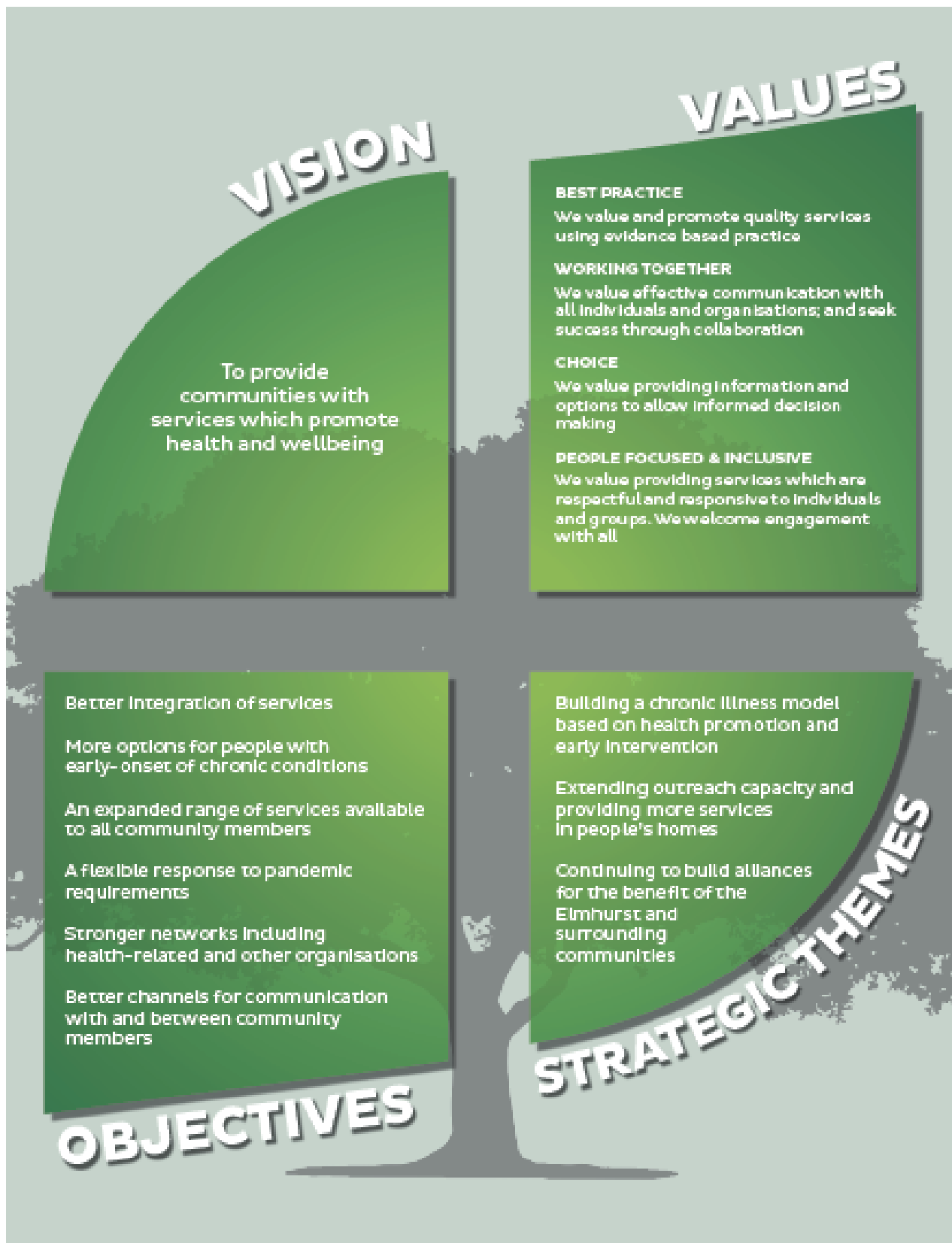


Thank you to
Mr. Daniel Buckingham for photo's provided

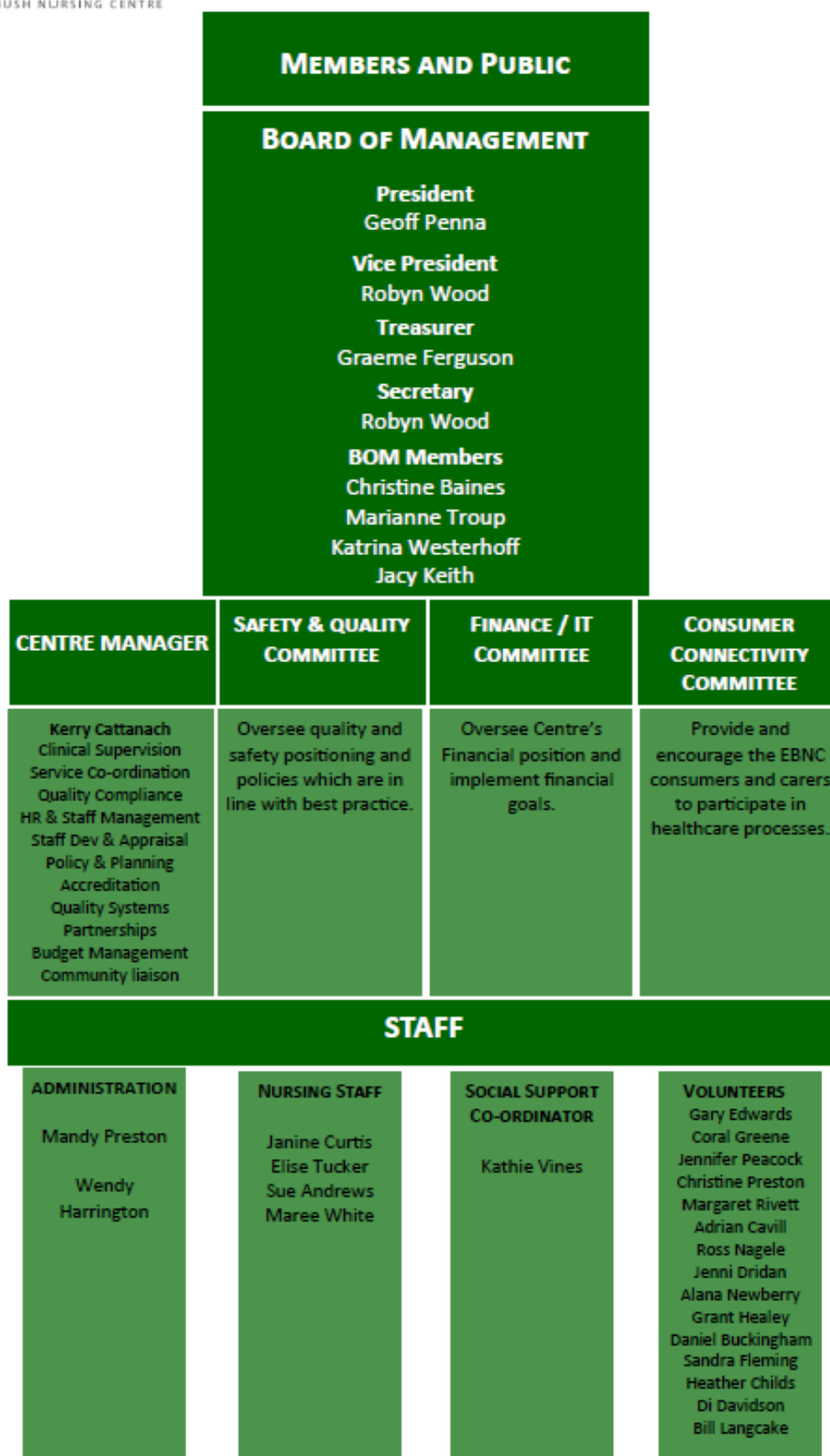
Contents



	04
Strategic plan 2020 - 2023	05
Organisational structure	06
EBNC This is where we live	07
Acknowledgment of country/life member	08
Our care at a glance	09 - 11
Presidents report	12
Board of Management	13 - 14
Centre managers report	15
Staff	16 - 17
Social Support Group	18 - 19
Clinical report	20
EBNC Community Consultative Committee	21 - 22
Survey results	23
Volunteers	24
Visiting health professionals	25
Services	26 / 27
2020 2021 recap	28
Key partners	29 / 39
Financial Statements	



ORGANISATIONAL STRUCTURE



Elmhurst Bush Nursing Centre

"This is where we live"

On the 13th November 1916 the Elmhurst Bush Nursing Centre became the eighteenth Bush Nursing Centre to be established by the Victorian Bush Nursing Association. In 2021 Elmhurst Bush Nursing Centre will celebrate one hundred and five years of continuous service to the community and remains one of only fifteen Centres remaining as a bush nursing Centre in Victoria; many of the original Centres having been either converted into hospitals or closed.

The Centre is located at Elmhurst which is nestled at the foot of the Pyrenees Ranges in the south-west of Victoria; a farming community that predominantly specialises in wool, sheep, cattle and viticulture. It now services a rural community of approximately 1,200 people who live in or around the townships of Warrak, Amphitheatre, Landsborough and Crowlands.

Elmhurst Bush Nursing Centre delivers a community based health service which provides a broad range of healthcare services to these Communities. The Centre is financed by the Department of Health and by or Annual Membership.



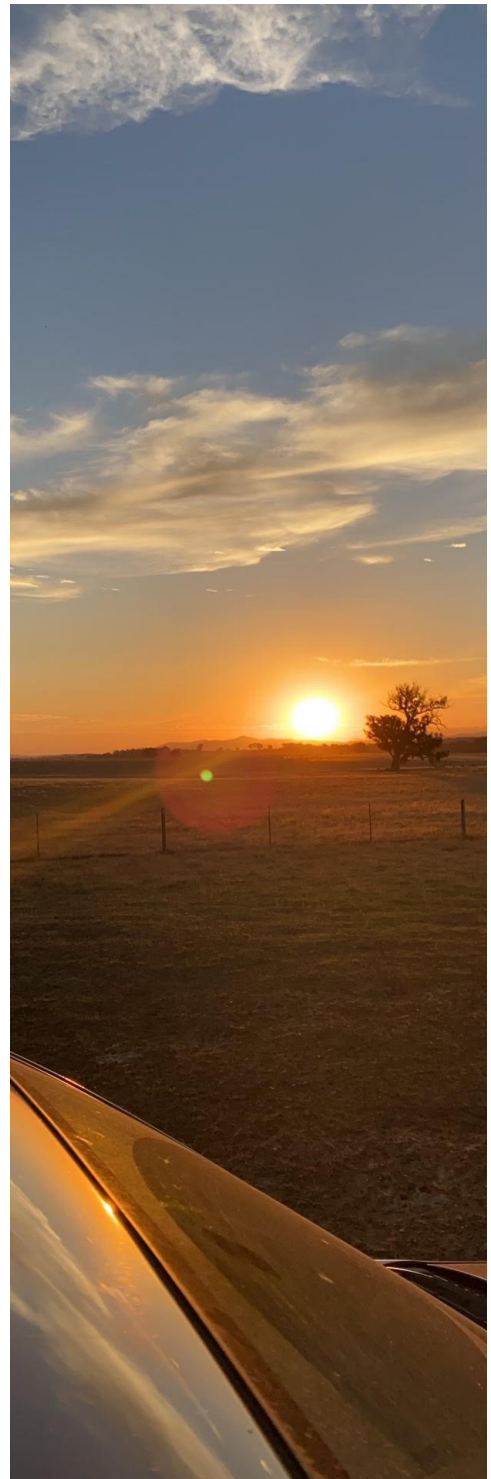


Elmhurst Bush Nursing Centre respectfully acknowledges the Djab Wurrong people as the traditional owners of this land, on which we work and live and recognize the continuing connection to land, water and community.

We pay our respects to Elders past, present and emerging.

Life member

Mr. John Cocking

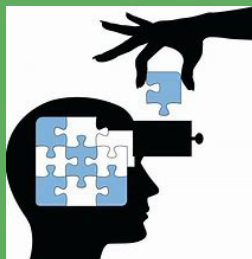


Our care at a glance



Health promotion

264



Staff study days

264



Active members

264



Vital sign checks

264



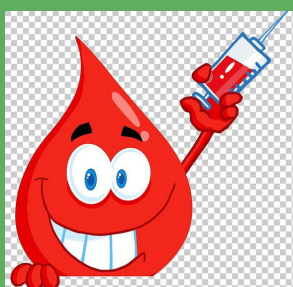
GP consultations

264



Wound management

264



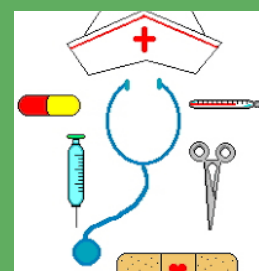
Pathology collection

264



Nurse led
immunisations

264



Clinical
presentations

264



Presidents Report

*On behalf of the
Board of
Management it
gives me
pleasure to
present the
104th report of
the Elmhurst
Bush Nursing
Centre.*

Our Centre is one of just 15 Bush Nursing Centre's across Victoria.

Covid-19 restrictions

I certainly do not wish to dwell on the restrictive demands that have been levied at our Centre and individuals, but it is prudent that the dedication and professional experience of our staff be recognized.

Centre Manager Kerry Cattnach's coordination ensured that sufficient staff were rostered to meet demands, and to monitor anyone who would normally work in multiple nursing environments.

It was pleasing to see that people visiting the Centre were wearing the appropriate masks, sanitized hands and happy to have their temperatures recorded. The outcome is that to date we have remained virus free.

Funding Opportunities

For maintaining the successful operation of our Centre any opportunity to gain additional funding to enable new programs, purchase of vital clinical equipment or extra facilities has been sought by our Business Manager Mandy Preston.

An application submitted to RHIFS4 funding was successful, allowing us to be a COVID19 safe facility through an automatic door and other security upgrades. We were successful in RHIFS5 funding this year and look forward to the construction of an outdoor paved and covered area at the rear of the Activities Room. Raised garden beds, seating, barbecue area, rainwater tank and new fencing will provide an environment where groups can gather in a relaxed, spacious and informal way, providing more COVID friendly facilities.

Bendigo Community Bank - Avoca & St. Arnaud

Part of the Bendigo Community Bank's charter is to financially support community groups.

Over the last couple of years all the Centre's banking requirements have been transferred to Bendigo Community Bank.

The opportunity was taken to apply for a Community Grant towards the purchase of a new vehicle suitable for staff to use as Remote Area Nursing in support of Ambulance Victoria.

The contribution to the Centre was \$12,500.00. The RAN car has been fitted out with radio communication and equipment as a first-responder car when a "000" call has been made for support in our catchment area.

Bendigo Community Bank are to be applauded for their support in this vital aspect of our service to people in need.

Appropriately, the Board has approved vehicle signage that reflects the joint business venture between Bendigo Community Bank and our Bush Nursing Centre.

Community Consultative Committee

This Committee is comprised of nominated members from the areas serviced by the Centre. We have representatives from Landsborough, Crowlands, Warrak, Amphitheatre and Elmhurst.

Recommendations that are later discussed at Board level include anything from Centre signage, provision of facilities, review promotional material and through to fundraising suggestions.

Volunteers

Just like almost every organisation

we too rely on volunteers who generously give of their time to assist in the operations of our Centre.

Currently we have ten volunteer drivers who are prepared to take clients to appointments in Ararat, Avoca, Stawell and Ballarat. This is seen as a vital link in the provision of patient services. Collated data indicates a significant increase in the number of bookings for this service.

Likewise, we have many others who readily assist in the kitchen with Kathie Vines, our Social Support Group coordinator, as they prepare meals that are then available to support those who are less able to undertake meal preparation for themselves. The meals have been particularly appreciated during periods of COVID restrictions.

The Board

Always seeking competent and experienced people to join the Board of Management, during this past year Mrs Jacy Keith was welcomed.

Many years ago, Jacy was a nurse at our Centre and has now offered her services to the Board.

Because of Covid restrictions all Board members have been offered face-to-face attendance at meetings or to join in via zoom technology.

This process has permitted the continuance of regular Board meetings, in a personal safe environment.

The diligent and co-operative manner of all members has allowed for progressive and worthwhile deliberation of a vast array of matters.

Board members, all serving in a voluntary capacity, are well-aware of the immense responsibility that they hold on behalf of all members of the Centre and the wider community that we commissioned to serve.

In an ever-changing environment, important ongoing governance training was offered throughout the year to keep members abreast of legal requirements and corporate strategies.



Geoff Penna - President
Graeme Ferguson - Treasurer

The healthy financial status of the Centre can be mainly attributed to the oversight of treasurer Graeme Ferguson and Business Manager Mandy Preston. We rely on them to present the Board with detailed balance sheets that reflect the current financial status and the monitoring of budget goals.

The ongoing support of the financial membership ensures the significance of the medical services that are provided.

Over the past year memberships for single, couples and family groups have risen to 435.

The Centre regularly receives telephone calls, letters and cards that convey grateful appreciation for acts of professionalism or just a general welfare enquiry. These comments offer clarity that we must be offering a great service – but we do acknowledge that progress should always be our focus.

For the opportunity to serve the residents of our district all Board members are challenged to ensure the Centre's mission statement is more than words on paper.

I offer my grateful appreciation for the support I have been afforded by the Board of Management, Centre staff and the community.

Geoffrey D. Penna
Justice of the Peace
Chair, Board of Management.



Left to right:- Geoff Penna - EBNC President; Paul Burns - Kings Cars Ararat; Holly Beavis - Bendigo Bank Avoca; Graeme Ferguson - EBNC Treasurer; Kerry Cattnach - EBNC Centre Manager

Board of Management

Role of the Board of Management

The Board of Management provides leadership to develop a culture of safety and quality improvement, and monitors to satisfy itself that this culture exists within the organisation. It provides leadership to ensure partnering with appropriate stakeholders, clients, carers, consumers and communities and sets priorities and strategic directions for safe and high-quality clinical care, and ensures that these are communicated effectively to the workforce and the community. It adopts Victorian Clinical Governance Framework and endorses the organisation's clinical governance framework, ensures that roles and responsibilities are clearly defined for the Board of Management, Centre Manager, clinicians and the workforce. It also reviews and monitors the action taken as a result of analysis of clinical incidents and reviews, reports and monitors the organisation's progress on safety and quality performance.



Mr. Geoffrey Penna
President

Appointed to BOM 2017.
Member of Quality and
Safety and Community
Consultative Committees.



Mrs. Marianne Troup
Board of Management.

Appointed to BOM
2020.
Member of Quality and
Safety Committee.



Dr. Robyn Wood
Vice President /
Secretary

Appointed to BOM 2015.
Member of Finance
Committee.



Mrs. Kartrina
Westerhoff Board of
Management.

Appointed to BOM
2020.
Member of Finance
Committee.



Mr. Graeme Ferguson
Treasurer

Appointed to BOM 2014.
Member of Finance
Committee.



Mrs. Jacy Keith
Board of Management.

Appointed to BOM 2021.
Member of Community
Consultative Committee.



Ms. Christine Baines
Board of Management

Appointed to BOM 2015.
Member of Quality and
Safety and Community
Consultative Committee's.



2020 Annual General
Meeting -

Held via ZOOM video conferencing

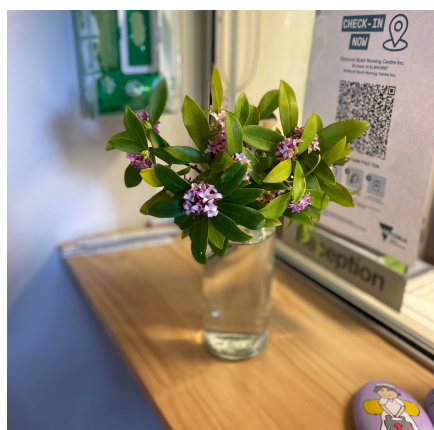


Centre Manager's Report

The past 12 months have shown how resilient our community is on the back of the Pandemic, its lockdowns and all the challenges thrown at us.

The Staff have been able to support you all through this with the leadership of Geoff Penna as our President along with the Board of Management. I would like to thank Jacy Keith for her nomination to join the Board and that was accepted after an interview process. Welcome Jacy.

Thank you to the Elmhurst and district Community for the support they have given us over the past year. Our volunteers have been there when we have asked and we have had nothing but good feedback in our surveys.



We have been able to return this through the vaccination program. With the support of EGHS we have been able to provide our community with both Pfizer and AstraZeneca vaccinations.

This has been embraced by most of the community who have had at least one vaccination. I would like to thank Mandy for the extra time that has been spent by her organizing and liaising with EGHS staff and the community to make this happen.

I would like to acknowledge all the staff's dedication and resilience who have been working tirelessly over the past 12 months under the umbrella of a State of Emergency due to the Pandemic.

Thank you Kathie for organizing the meals when required to ensure the SSG

participants were fed and the program continued.

We are pleased to have the continued support of Ararat Medical Centre's Medical Staff and Nurses who are there to answer our questions or accept our referrals when required. Thank you to Dr Pretorius and Dr Connellan for attending the clinics here or via telehealth as required.

We were able to upgrade our security both cyber and for safety thanks to a RIFS 4 Grant from DHS.

It provided us with new computers and an upgrade to our entrance with an automatic door secure waiting area and our security cameras. This was timely as there were a few Health Organizations who were compromised and were unable to access their computer systems for a while.

With another year past we have seen people in the community leave for other pastures and new members coming to our area that are all welcome and we will continue in our role to provide the Best Practice and Quality of Care to all. We acknowledge the losses to our community that we were unable to have the sendoff or goodbyes they deserve, but are remembered in all our hearts.

Kerry Cattanach
Centre Manager



Staff and volunteers participating in annual fire training provided by Dayle and Michael from East Grampians Health Services.

Staff



Kerry Cattnach
Centre
Manager



Sue Andrews
Clinical Nurse
Co-ordinator



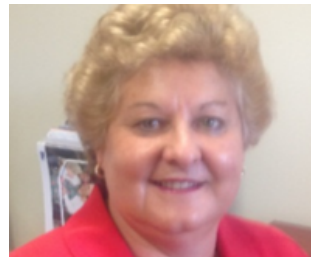
Janine Curtis
Registered Nurse



Elise Tucker
Registered Nurse



Maree White
Registered Nurse



Kathie Vines
Social Support
Group
Co-ordinator



Mandy Preston
Business Manager

**"Alone we can
do so little;
together we
can do so
much"**

HELEN KELLER



Wendy Harrington
Administration





Social Support Group

The last 12 months has seen our group face challenges and restrictions in being able to attend our social days.

For a small country town, being a part of a group is vital to mental wellbeing and we all need companionship. As Victoria was in lockdown for much of last year, I was still attending the Centre doing fortnightly meals for our Social Support Group members, who were delighted with this service.

able to have Centre days as well as a couple of outings when we were allowed to congregate together again.

Lots of Laughter and talking on the bus during the outings and everyone comes home excited and weary, but already with ideas for the next trip away. This year, we have experimented with some different craft ideas and projects and everyone goes home with their (sometimes) completed item.

Hopefully 2022 will see us all being able to once again plan and participate in holidays, celebrate birthdays and share in grandchildren's Debutante balls, school activities and events.



"I know there is the likelihood of more restrictions on social gatherings to come, but our Social Support Group members are all supportive of one another and everyone will make the best of the situation."

This meant they were all still an integral part of our group and looked forward to the meal delivery with great anticipation.

Since January this year, we have managed to navigate our way around State and Regional lockdowns and restrictions and have been

At the time of this report there is only 7 more fortnights until our end of year breakup!! Our group has increased in numbers on our SSG days, and as I explained to some who asked what I do at the Elmhurst Bush Nursing Centre, I told them my time with the clients is like a playdate with friends!

I will as always. be on the look out for new, exciting and interesting ideas for our Social Support Group members for the coming year.

Kathie Vines
Social Support Group
Co-ordinator



Clinical Report

Like most people I had hoped that life as we knew it pre COVID 19 pandemic would have returned to somewhat normal, and that the challenges of the previous year had lessened. This not being the case, however, has not deterred our community from making the best of things, supporting one another, and showing the utmost resilience in what have been very trying times for everyone. Elmhurst Bush Nursing Centre staff and volunteers, alongside our many partners and supporters, have shown adaptability, initiative and accountability, which along with compassion and a sense of humour, has ensured that our community remains strong and well supported in trying times.

Although many of the regular activities and programs at the centre have been interrupted and challenged on many occasions,

there has been a quick uptake of these events when it has been safe to do so.

Staff, clients and volunteers have proven to be versatile and adaptable, returning to exercise classes when able, and enjoying companionship and a lovely meal at the planned activity group when safe to do so. The regime of temperature checking, QR code check in and answering COVID safe questions has become a part of our lives and no different at the centre, where these procedures have been accepted in a pragmatic way by all who visit.



*With a sense of
Deja Vue, I would
again comment
on what a
challenging year
it has been for
all!*

Vaccinations have again been a very large component of the service provided by the centre and its partners over the past year. With all our nurses at the centre now immunise trained vaccination against influenza has again been a service which has been taken up by many community members. Vaccination against COVID 19 has also been eagerly received by many in our community, with several very successful vaccination clinics being held at the centre over the last few months. Our excellent partnership with the staff at the East Grampians Health Service in Ararat has enabled these clinics to run smoothly, and to provide vital services locally and with minimal inconvenience to our community.

District nursing visits, in centre visits for nursing care and advice, and phone calls to clients to check on their welfare remain an integral part of the service that is provided. Emergency care, wound management, pathology collection, nail care and blood pressure checks are but a few of the myriad of nursing interventions available at the centre that ensure that excellent health care is available locally and conveniently. Our successful partnerships with many local health providers including the Ararat Medical Centre and other local GP's; Ambulance Victoria; Grampians PCP; service package providers for clients with My Aged Care Packages; East Grampians Health Service and their allied health staff, and many more, have been integral in this time of lockdowns and restrictions in enabling our community to receive the health care that they require. The advocacy that we can provide is an integral part of any health service and is only strengthened by the sound relationships that have been formed over many years.

Our community volunteer drivers have been a tremendous asset to our community with travel restrictions decreasing the

opportunity for many family members and friends to assist.

This service has shown substantial growth over the past 2 years and is highly valued by those who rely on it. Thank you to the drivers who so willingly give up their time to assist others, it is greatly appreciated.

Thank you to all our volunteers, without you all the Elmhurst Bush Nursing Centre would not be able to run the programs or have the services that it does.

All the nursing staff have been fortunate to be able to return to the Victorian Emergency Management Facility in Mount Macedon this year to successfully complete their Remote Area Nurse training. It was a great opportunity to network and refresh our skills, learning from extremely knowledgeable and enthusiastic facilitators. We greatly appreciate this valuable opportunity.



During this past year we have been saddened by the passing away of some of our members. We would like to send our best wishes to the bereaved families and encourage them to seek support from us if they need. To those who have moved away, we wish you all the best and hope that you will drop by for a chat if you are ever back this way.



COVID19 vaccination clinics - thank you to East Grampians Health Services

It has been a challenging year for everyone. Hopefully by working together and supporting one another we will soon see a gradual and safe return to a more normal life, one where we are able to socialise more freely with our families and friends. Won't it be great!

Janine Curtis
Registered Nurse Division 1

EBNC Community Consultative Committee

" Implementing strategies to assist the Elmhurst Bush Nursing Centre in continually providing greater service delivery to its members and our communities."

The EBNC Consumer Consultative Committee was created, by the Board of Management, in acknowledgement of the valued partnership Elmhurst Bush Nursing Centre has with consumers and community. EBNC are extremely fortunate to have membership on this Committee from the Communities of Elmhurst, Amphitheatre, Crowlands, Landsborough and Warrak.

Despite once again having the restrictions of the COVID19 pandemic, the EBNC Consumer Consultative Committee have continued to provide valued assistance and support to our Centre.

Although not meeting as regularly as hoped through the year, the Committee is still actively involved in all aspects of the current building project, assisting with planning, sourcing contractors and general much needed advice.

The personal alarms and key lock boxes have been an extremely successful project for EBNC instigated and promoted by the Consumer Consultative Committee. This project to date has seen the distribution of approximately 20 personal alarms within our Community, providing a sense of security for consumers and families alike. Approximately 15 key lock boxes have also been distributed within our Community, this fantastic initiative enables quick entry by emergency services in times of need. We thank Victoria Police and Ambulance Victoria for partnering with our Centre to deliver this service. A big thank you also to Leading Senior Constable Grant Healey for the installation of all of these boxes.

The Community Consultative Committee also review documents for adoption by the Board, to provide valuable feedback to the Staff and Board.

We sincerely thank all the members of our Community Consultative Committee for making themselves available to support our Centre and very much look forward to their input during 2022.



Jenni Dridan
Amphitheatre

Grant Healey
Elmhurst

Alana Newberry
Crowlands

Gary Edwards
Landsborough

Daniel Buckingham
Warrak

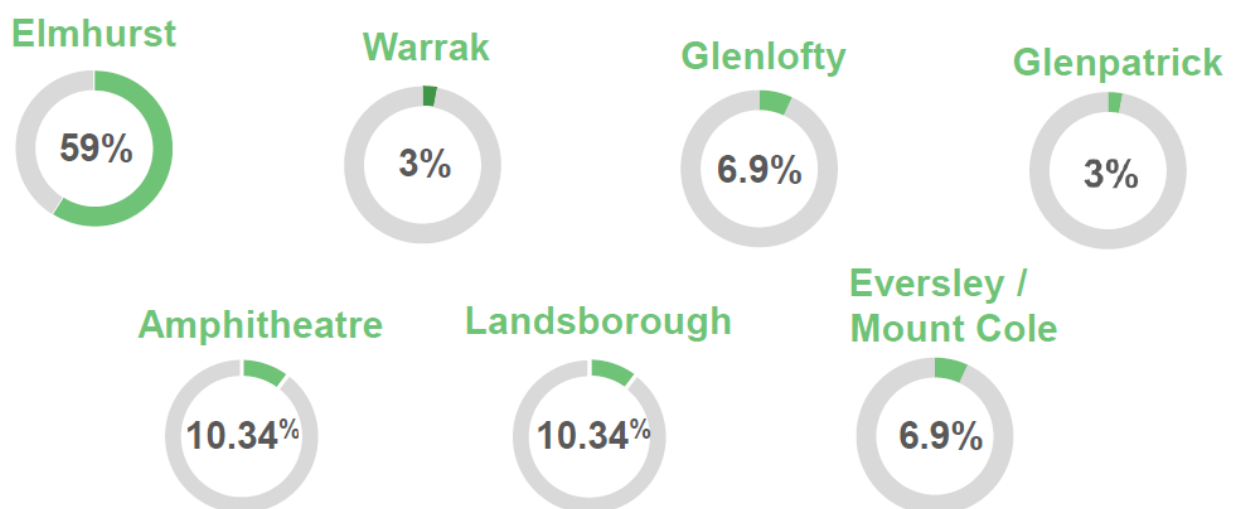
What we have heard from our Community in 2020 - 2021

150 Surveys distributed

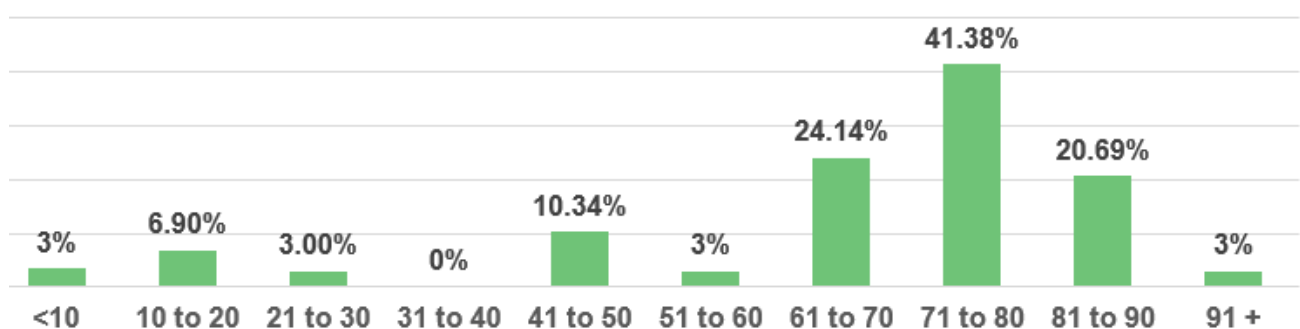
29 survey completed and received

Our Community members were asked?

Please indicate where you are from?



What age group are you and others at your household in?



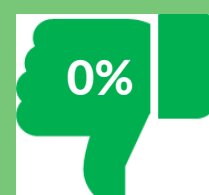
Number of people that used each service offered by EBNC

19 Nurse on duty	4 Emergency Nursing	4 District Nursing
	14 Pathology collection	1 Maternal & child health
5 Podiatrist	2 Diabetic educator	1 Dietician
1 Women's Health Nurse	?	6 Social Support Group
18 Doctors Visits	23 Immunisation Clinic	6 Exercise equipment
5 Transport Service	1 Mental Health Support	
3 INR Service	5 Physiotherapy	3 Post Hospital Discharge
?	1 Health promotion	2 Telehealth facility
9 Strength Training	7 Library	2 other health practitioners
1 Equipment hire	8 Photocopy	2 Computer / free internet
1 Fax machine	2 Massage	
3 Prescription Service	4 Craft Group	19 Centre Nail Care

Do you have any suggestions for other social groups / activities?

- Mens Health Night
- Winery tour open to the whole community via chartered bus on a weekend
- Astronomy Night
- Ballarat group to come and facilitate
- Garden Club

Do you feel valued and respected when you attend the Centre?



Do you have suggestions for other medical / Allied Services?

- Yes, take a leaf out of Elmhurst book - excellent service.
- Vision and hearing

Do you feel you participated in your healthcare?



Thank you to our wonderful Volunteers

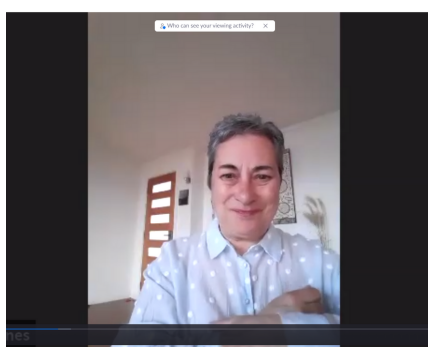
"One of the greatest gifts you can give is your time"

Those very special people our Volunteers.

Elmhurst Bush Nursing Centre is extremely fortunate to have a very dedicated group of volunteers that provide excellent support to the Centre and to our Community.

Volunteers provide support for our Social Support Group, transportation of clients, general pick up delivery duties and many other services to support this Centre. Many of our programs and services offered would not be possible without their generous contributions.

We take this opportunity to also recognise the huge voluntary contribution made by our Board of Management. We thank them for their dedication and commitment to ensure the safe and efficient running of this Centre. Many, many hours are contributed by the Board to this Centre and for that we are truly grateful.



A message from our consumer

I most sincerely appreciate the care and punctuality given to me by the volunteer drivers from the Elmhurst Bush Nursing Centre.

A service such as this one enables me to continue to live in the home and the community that I hold so dear.

**- Ken Hudson
Elmhurst**

Visiting health professionals

East Grampians Health Services

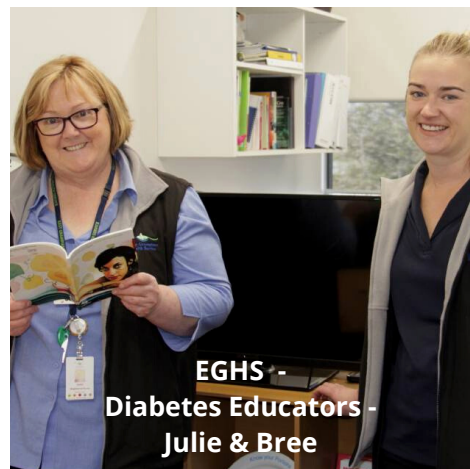
Physiotherapist
Strength Training Classes
Dietician
Podiatrist
Diabetes Educator
Occupational Therapist
Speech Pathologist
Social Worker

Ararat Rural City Council

Library Service
Maternal and Child Health Nurse
Home & Community Care Support

Ararat Medical Centre

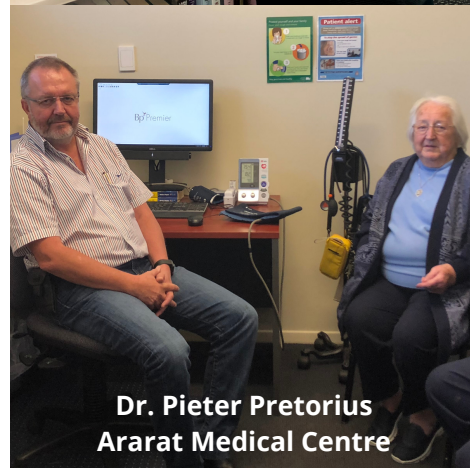
Dr. Pieter Pretorius
Dr. Michael Connellan



EGHS -
Diabetes Educators -
Julie & Bree



Ararat Rural City Council
Mobil Librarian -
Sarah Keith



Dr. Pieter Pretorius
Ararat Medical Centre



EGHS physiotherapist - Arnold
EGHS Strength Training - Kim



EGHS podiatrist - Ankush

Services

Clinical Services

- Nurse on Duty
- Emergency Nursing
- District Nursing Service
- Pathology Collection
- Immunisation Clinics
- Post Hospital Discharge care
- Health promotion and well being education
- Foot Care

Visiting health professionals

- Doctor's visit
- Maternal & Child Health Nurse
- Podiatrist
- Diabetes Educator
- Dietician
- Women's Health Nurse
- Physiotherapy
- Strength Training Classes
- Library
- Other Health Practitioners
- Massage

Community Support

- Social Support Group
- Exercise equipment
- Transport service
- Room Hire
- Equipment Hire
- Photocopying
- Computer / Free internet
- Fax machine
- Script service
- Craft Group



2020 / 2021 the years that

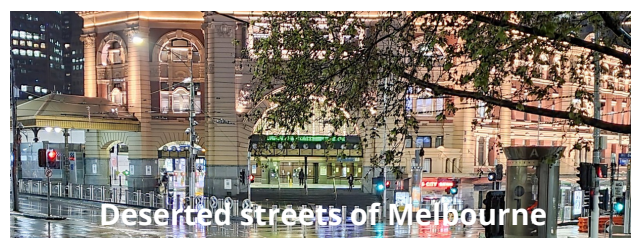
July 2020 sees the border between New South Wales and Victoria closed for the first time since the 1918-19 Spanish flu pandemic, after an increase in COVID19 cases in Melbourne; Melbourne City enter stage three restrictions and facemasks become mandatory there also.

August 2020 - Victoria is declared a state of disaster and stage four restrictions are put in place. Victoria records its highest daily total to date of new cases - 725.

September 2020 - The Australian economy goes into recession for the first time in nearly thirty years.

December 2020 - The 2020 Sydney to Hobart yacht race is cancelled for the first time in its history due to COVID19.

December 2020 Elmhurst Primary School closes it's doors for the last time after 152 years of providing education to the Elmhurst Community. The closing was marked with a final ringing of the bell with students past and present in attendance.

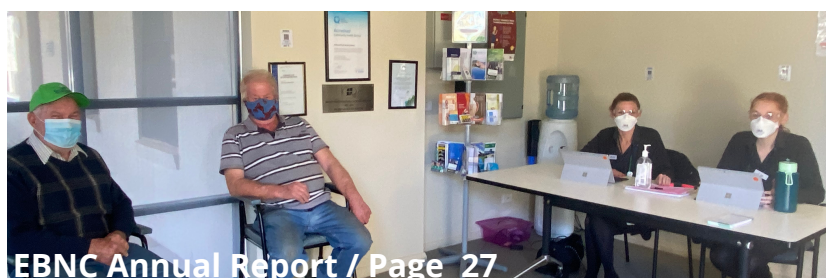


January 2021 the words of Australian national anthem "Advance Australia Fair" are changed to "for we are one and free".

February 2021 142,000 doses of Pfizer-BioNTech COVID19 vaccine arrive in Australia, first doses are administered by end of this month.

2020 / 2021 at EBNC we.....

- Provided delicious home cooked meals to the more vulnerable members of our Community. Social Support Group Co-ordinator Kathie Vines provided meals on a fortnightly basis to some very fortunate members of our Community.
- Provided transportation to those in the Community that would normally take public transport, to help decrease the risk of exposure to the COVID-19 virus,
- Provided support for members of the Community to complete the process of ordering groceries online.
- Modified the entrance to the Centre to contactless / self opening sliding door to reduce contamination risk at the Centre.
- Provided deliveries of food, pharmacy and all essential items to our Community. EBNC were able to ensure that our Community had access to everything needed on a weekly basis.
- Provided telephone support for the vulnerable / isolated members of the Community.
- Provided support and guidance for COVID19.
- Provided the venue for East Grampians Health Services to vaccinate our Community members with our assistance.



Key partners



Elmhurst Bush Nursing Centre

Financial Statements

2020 - 2021

Auditor for the 2020 / 2021 financial year was
Mrs. Sandra Campbell of RSM Ballarat.

ELMHURST BUSH NURSING CENTRE INCORPORATED
INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021 \$	2020 \$
Revenues from Ordinary Activities	2	567,045	489,738
Expenses from Ordinary Activities	3	(527,820)	(550,695)
Net Profit/(Loss) from Ordinary Activities		<u>39,225</u>	<u>(60,957)</u>
Other Comprehensive Income			
Net gain on Revaluation of Land and Buildings		-	127,000
Total Comprehensive Profit (Loss) Attributable to the association		<u><u>39,225</u></u>	<u><u>66,043</u></u>

-

ELMHURST BUSH NURSING CENTRE INCORPORATED

BALANCE SHEET AS AT 30 JUNE 2021

	Note	2021 \$	2020 \$
CURRENT ASSETS			
Cash and cash equivalents	4	158,101	157,874
Receivables	5	2,476	676
Investments	6	56,236	-
Total Current Assets		<u>216,813</u>	<u>158,550</u>
NON-CURRENT ASSETS			
Property, Plant and Equipment	7	977,224	950,655
Total Non-Current Assets		<u>977,224</u>	<u>950,655</u>
Total Assets		<u>1,194,037</u>	<u>1,109,205</u>
CURRENT LIABILITIES			
Grants in Advance	8	11,000	-
Tax Liabilities	9	17,335	12,242
Short Term Provision	10	128,901	101,930
Accruals	11	4,770	4,471
Total Current Liabilities		<u>162,006</u>	<u>118,643</u>
NON CURRENT LIABILITIES			
Long Term Provision	10	4,717	2,473
Total Non Current Liabilities		<u>4,717</u>	<u>2,473</u>
Total Liabilities		<u>166,723</u>	<u>121,116</u>
Net Assets		<u>1,027,314</u>	<u>988,089</u>
MEMBERS' FUNDS			
Retained Profits	12	1,027,314	988,089
Total Members' Funds		<u>1,027,314</u>	<u>988,089</u>

ELMHURST BUSH NURSING CENTRE INCORPORATED
STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2021

	2021 \$	2020 \$
Total Equity at the Beginning of the year	988,089	922,046
Profit /(loss) – movements for the year	39,225	66,043
Total Equity at the End of the Year	<u>1,027,314</u>	<u>988,089</u>

The accompanying notes form part of this financial report

ELMHURST BUSH NURSING CENTRE INCORPORATED
STATEMENT OF CASHFLOWS
FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021 \$	2020 \$
Cashflows from Operating activities			
Receipts from Customers		575,934	489,437
Payments to Suppliers and Employees		(454,728)	(475,440)
Interest Received		311	977
Cash flows provided by operating activities	13	<u>121,517</u>	<u>14,974</u>
Cashflows from Investing activities			
Payments for Property, Plant & Equipment		(75,554)	(38,919)
Proceeds from sale of asset		10,500	-
		<u>(65,054)</u>	<u>(38,919)</u>
Cashflows from Financing activities			
Payments for term deposit		(56,236)	-
		<u>(56,236)</u>	<u>-</u>
Net Increase in Cash Held		<u>227</u>	<u>(23,945)</u>
Cash held at the beginning of the year		157,874	181,819
Cash held at the end of the year		<u>158,101</u>	<u>157,874</u>

ELMHURST BUSH NURSING CENTRE INCORPORATED3
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

Note 1 Summary of Significant Accounting Policies

a) Basis of Presentation

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 (Victoria). The Board of Management has determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of this financial report.

b) Income Tax

The Association has a tax exempt status.

c) Property, plant and equipment

Office Equipment is carried at cost less, where applicable, any accumulated depreciation.

The carrying amount of fixed assets is reviewed annually by members of the Board of Management to ensure it is not in excess of the recoverable amount of these assets.

The recoverable amount is assessed on the basis of expected net cash flows which will be received from the asset's employment and subsequent disposal. The expected net cash flows have not been discounted to their present values in determining the recoverable amounts.

Land and Buildings were re-valued last financial year during the year in line with the Capital Improved Value as indicated on the rates notice provided by Ararat Rural City.

The depreciation amount of all fixed assets are depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

The average depreciation rate is 20% for office equipment.

d) Revenue

Revenue is accounted for on an accrual basis when it is earned.

e) For the purposes of the statement of cash flows, cash includes cash on hand and in banks and term deposit investments.

ELMHURST BUSH NURSING CENTRE INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Note 2 Revenue		
Operating Activities		
Operating Grant	451,967	433,296
Fees and Subscriptions	6,430	5,530
Other Income	57,560	38,226
	<u>515,957</u>	<u>477,052</u>
Non-Operating Revenue		
Grants Received inc Donations	47,198	3,502
Other income including rent, interest and fundraising	3,890	9,184
	<u>51,088</u>	<u>12,686</u>
Total Revenue	<u>567,045</u>	<u>489,738</u>
Note 3 Profit from Ordinary Activities		
Expenses include:		
Depreciation	47,181	39,968
Salary & Wage Expenditure	340,851	349,673
Note 4 Cash Assets		
WPC-General Account	14,336	70,115
BB-General Account	1,196	4,319
BB- Gift Account	2,678	2,676
WPC-High Yield Investment Account	1	3,017
BB-High Yield Investment Account	139,890	77,747
	<u>158,101</u>	<u>157,874</u>
Note 5 Receivables		
Trade Debtors	2,476	676
	<u>2,476</u>	<u>676</u>
Note 6 Investments		
BB-Term Deposit – Cash Reserve Account	56,236	-
	<u>56,236</u>	<u>-</u>

ELMHURST BUSH NURSING CENTRE INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Note 7 Property Plant and Equipment		
Land and Buildings at Valuation	1,088,321	1,071,450
Less Accumulated Depreciation	<u>(200,529)</u>	<u>(174,484)</u>
	<u>887,792</u>	<u>896,966</u>
 Plant and Equipment	 232,065	 206,308
Less Accumulated Depreciation	<u>(181,254)</u>	<u>(168,612)</u>
	<u>50,811</u>	<u>37,696</u>
 Motor Vehicles	 59,523	 55,366
Less Accumulated Depreciation	<u>(20,902)</u>	<u>(39,373)</u>
	<u>38,621</u>	<u>15,993</u>
 Total Property Plant & Equipment	 <u>977,224</u>	 <u>950,655</u>
 Movements in carrying value		
Balance at beginning of year	960,655	824,704
Additions (net of proceeds from sale)	63,750	38,919
Depreciation expenses	(47,181)	(39,968)
Increase in value of land and buildings	-	127,000
 Closing balance at end of year	 <u>977,224</u>	 <u>950,655</u>
 Note 8 Grants in Advance		
Capital Grant	11,000	-
	<u>11,000</u>	<u>-</u>

ELMHURST BUSH NURSING CENTRE INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Note 9 Tax Liabilities		
Tax Payable	8,932	6,106
PAYG	8,402	6,136
	<u>17,334</u>	<u>12,242</u>
Note 10 Provisions		
Current		
Provision for Annual Leave	63,151	49,935
Provision for Long Service Leave	65,750	51,995
	<u>128,901</u>	<u>101,930</u>
Non Current		
Provision for Long Service Leave	<u>4,717</u>	<u>2,473</u>
Note 11 Accruals		
Superannuation /Payroll Accrual	4,770	4,471
	<u>4,770</u>	<u>4,471</u>
Note 12 Retained Profits		
Retained profits at the beginning of the financial year	988,089	922,046
Net Profit / (loss) attributable to the association	39,225	66,043
Retained profits at the end of the financial year	<u>1,027,314</u>	<u>988,089</u>
Note 13 Cash Flow Information		
Reconciliation of net cash provided by operating activities to		
Operating surplus (deficit)	39,225	66,043
Non cash flows in profit from ordinary activities		
Depreciation	47,181	39,968
Increase in value of land and buildings	-	(127,000)
Profit and loss on sale of fixed asset	(8,696)	-
Changes in assets and liabilities		
(Increase)/Decrease in Receivables	(1,800)	(676)
(Decrease)/Increase in Tax Liabilities	5,093	(14,364)
(Decrease)/Increase in Grants in Advance	11,000	(500)
(Decrease)/Increase in Accruals	299	(2,258)
(Decrease)/Increase in Employee Entitlements	29,215	53,761
Net cash provided by (used in) operating activities	<u>121,517</u>	<u>14,974</u>

**ELMHURST BUSH NURSING CENTRE INCORPORATED
DETAILED INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021**

	2021	2020
	\$	\$
INCOME		
DHS Maintenance Grant	451,968	433,296
Subscriptions	6,430	5,530
Clinic Fees	1,371	2,218
Sundry Income inc insurance recoveries	3,503	3,073
Capital Grant	22,642	3,502
Donations	24,555	4,687
Interest Received	310	977
Rent Received	3,579	3,520
Medical Supplies	2,093	41
Profit /Loss on Disposal of Fixed aassets	8,696	-
Government assistance	41,898	32,894
	<u>567,045</u>	<u>489,739</u>
EXPENDITURE		
Salary Costs		
-Nursing Wages	249,299	259,907
-Domestic, PAG and Admin Wages	62,103	65,917
-Workcover Levy	4,944	6,556
-Superannuation Expenses	24,505	23,849
Staff and Board Development		
- Education	813	2,127

ELMHURST BUSH NURSING CENTRE INCORPORATED
DETAILED INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Patient Expenses		
- Medical Supplies	15,271	6,286
- Maintenance Contracts and Repairs	2,004	3,545
- Clinical Waste Removal	682	633
- Catering PAG Programs	3,172	2,862
Administration		
- Accreditation Expenses	-	5,187
- Audit/Accounting Fees	2,340	2,340
- Advertising	693	955
- Consulting	3,273	2,800
- Insurance	2,731	2,731
- Payroll Preparation	2,865	1,868
- Postage	130	122
- Printing and Stationery	6,067	8,642
- Sundry Expenses	2,211	2,411
- Telephone Accounts	2,113	2,340
Information Technology		
- Computer Consulting Fees	6,123	4,204
- Licences and Maintenance	20,677	16,286
Licences and Affiliations		
- Licences and Permits	492	492
- Industrial Relations and Levy	4,565	7,588
Buildings and Maintenance		
- Building and Grounds	9,806	5,966
- Gardening	1,159	1,190
- Cleaning Material and P/Clothing	5,817	5,937
- Housekeeping	1,353	1,408
- Plant and Equipment	1,284	127
- Electricity and Gas	5,035	4,629
- Water	617	518
- Rates and Taxes	1,341	1,668
- Personal Alarms	4,039	1,946
- Security	618	645

ELMHURST BUSH NURSING CENTRE INCORPORATED
DETAILED INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
- Motor Vehicle Running Costs	3,267	3,283
Non- Operating Expenses		
- Depreciation Expense	47,181	39,968
- Provision for Annual Leave	13,215	21,552
- Provision for Long Service Leave	15,996	32,210
	527,820	550,695
NET PROFIT (LOSS) FOR YEAR	39,225	(60,957)

