



ANNUAL REPORT

2020-21

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Overview

About AOAC

The Australian Osteopathic Accreditation Council (AOAC) is the external accreditation entity appointed by the Osteopathy Board of Australia for osteopathy under Australia's National Registration and Accreditation Scheme.

The Council helps protect the health and safety of the Australian community by establishing high-quality standards of osteopathic education, training and assessment.

AOAC is responsible for facilitating the development of content for accreditation standards in consultation with our stakeholders and representatives from the osteopathy profession.

AOAC is also responsible for determining whether programs of study for osteopaths seeking to practice in Australia meet the required accreditation standards.

AOAC's Qualifications and Skills Assessment Committee is responsible for assessing the skills of osteopaths who want to migrate to Australia under the General Skilled Migration program. This Committee also undertakes skills assessments on behalf of the Osteopathy Board of Australia for overseas qualified osteopaths seeking to gain their registration in Australia.

Annual reporting is an integral part of our corporate governance framework. It describes the achievements, performance, outlook, and financial position of AOAC for each financial year.

Aims of AOAC

The aims of AOAC are to:

- (a) develop, review and maintain accreditation standards and processes to assess osteopathy programs of study in Australia;
- (b) determine whether programs of study for osteopaths seeking to practice in Australia meet the required education standards;
- (c) assess for the purpose of granting accreditation to programs leading to the eligibility for registration as an osteopath in Australia;
- (d) advise and make recommendations to the osteopathic regulatory authorities relating to the accredited status to be granted to an osteopathy program of study;
- (e) advise and make recommendations to the osteopathy regulatory authorities (or successor body or bodies and other relevant interest groups on matters concerning the registration of osteopaths;
- (f) provide information and advice to government bodies relating to law and policy concerning the registration of osteopaths in Australia;
- (g) assess the suitability of overseas trained osteopaths to practice in Australia;

- (h) provide information and advice to government bodies concerning the adequacy of a person's skills in the field of osteopathy for the purposes of migration to Australia;
- (i) establish and maintain relationships with bodies or organisations having objects and functions in whole or in part similar to the objects and functions of AOAC; and
- (j) create a policy framework that helps ensure that 'equivalency' as encompassed in the Trans-Tasman Mutual Recognition Agreement is maintained.

AOAC Highlights 2020-21

During 2020-21 AOAC had many highlights including:

- Dr Gopi McLeod was appointed as the new Chair of the AOAC Board on 13 November 2020
- Tracy Denning was appointed as the new Deputy Chair of the AOAC Board on 13 November 2020
- Melanie Hunt was appointed as a Director of AOAC on 13 November 2020
- The review of the *Accreditation Standards for Osteopathic Courses in Australia 2016* was completed and the *Osteopathic Accreditation Standards 2021*
- Completion of 4 Competent Authority Pathway (CAP) assessments
- Completion of 2 domestic assessments
- Completion of the project to develop an alternative Standard Pathway Assessment process for overseas trained osteopaths
- Implementation of secure online platform for candidates to complete the written examination, online practical assessment, and open book examination
- Continued engagement with stakeholders and other health profession accreditation authorities through the Health Professions Accreditation Collaborative Forum
- Continued support of education providers during the COVID-19 pandemic.

Message from the Chair

We recognise the importance of supporting and communicating with our stakeholders and education providers during this time. Our education providers increased online delivery of their programs and delayed students undertaking clinical placements.

The Council continued to work closely with the Osteopathy Board of Australia.

We completed the review of the *Accreditation Standards for Osteopathic Courses in Australia 2016* and completed the development of the *Osteopathic Accreditation Standards 2021*. The review of the accreditation standards saw AOAC move to a five-standard framework. This aligns our standards with other accreditation authorities and reduces duplication within the standards, particularly around the accreditation for higher education providers by the Tertiary Education Quality and Standards Agency.

AOAC recognises the vital role our stakeholders have in contributing to the work of AOAC including input into the development of our accreditation standards. We thank everyone who has taken the time to contribute to the development of the accreditation standards.

The Qualifications and Skills Assessment Committee, led by Tracy Denning as the Committee Chair, completed the project to develop an alternate Standard Pathway Assessment (SPA) process. The alternative SPA process is more efficient for candidates to undertake and aligns with contemporary assessment practices. The new process has five stages with Stages 3 and 5 being completed online via a secure platform.

We continue to be ably supported in our administrative functions by the Australian Nursing and Midwifery Accreditation Council (ANMAC) led by Clinical Professor Fiona Stoker. The Council was pleased to re-engage wANMAC to provide executive and administrative services to AOAC until 2024.

We continue to engage with our stakeholders and communicate with our networks:

- joint Ahpra, National Boards and accreditation authorities meetings;
- Accreditation Liaison Group network activities and projects as we work towards meeting government objectives to improve efficiency and consistency in accreditation; and
- regular meetings with the Osteopathic Council of New Zealand and the General Osteopathic Council (GOsC) to enable sharing of best international osteopathic accreditation practice.

I thank all the Directors for providing high level leadership and thank them for the dedication they have shown in making AOAC the organisation it is today. I also thank the ANMAC staff and our committee members who undertake the valuable work that contributes to the quality and safety of care that the Australian community receives through the services osteopaths provide.

The Council is committed to providing high quality services and looks forward to another productive year of improvement and innovation.

Dr Gopi McLeod PhD
AOAC Board Chair

AOAC Board

The AOAC Board comprises a diverse group of individuals with varying expertise, enabling us to maximise robust expert and community input into our governance decisions. Seven Board meetings were held during 2020-21, as shown in Table 1.



Pictured (L-R): Dr Gopi McLeod, Tracy Denning, Brett Vaughan, Phillipa Leedham, Professor Wendy Cross and Ian Locke.

Directors of the Board during 2020-21

- Tracy Denning (Deputy Chairperson)
- Professor Wendy Cross
- Melanie Hunt (commenced first term as a Director of AOAC on 13 November 2020)
- Phillipa Leedham
- Ian Locke
- Brett Vaughan (ended second term as a Director of AOAC on 13 November 2020)

Table 1. Attendance of Directors at meetings during 2020-21

Name	10/07/20	16/10/20	13/11/20	29/01/21	26/03/21	10/06/21	25/06/21
Dr Gopi McLeod (Chairperson)	✓	✓	✓	✓	✓	✓	✓
Tracy Denning (Deputy Chairperson)	✓	✓	✓	✓	✓	✓	X
Professor Wendy Cross	✓	✓	✓	X	✓	X	X
Melanie Hunt	N	N	✓	✓	✓	✓	✓
Phillipa Leedham	✓	✓	✓	✓	✓	✓	✓
Ian Locke	X	✓	✓	✓	✓	✓	✓
Brett Vaughan	✓	✓	✓	N	N	N	N

✓ Present

X Absent

N Not a Board member at the time

Strategic Objectives of the Board

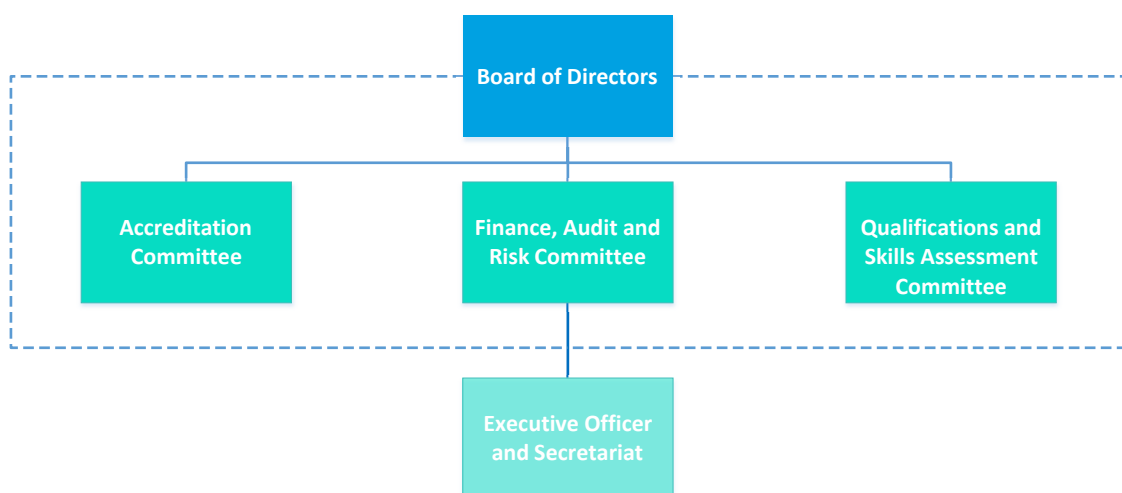
The AOAC Board's strategic objectives are to:

1. provide evidence-based standards, and qualification skills assessment;
2. improve Aboriginal and Torres Strait Islander health;
3. effective stakeholder engagement; and
4. ensure strong governance and compliance framework.

Board Committees

As part of our governance arrangements and accreditation responsibilities, the AOAC Board has established several committees, supported by an Executive Officer and Secretariat. These committees help us fulfil our strategic goals, meet our legal obligations and provide advice to the AOAC Board. The Board appoints a Chair and develops Terms of Reference for each committee. Each committee makes recommendations to the Board. The Board and committees are governed under AOAC's Constitution and Board Governance Charter.

Organisational Structure



June 2021

Accreditation Committee

Purpose

The purpose of the Accreditation Committee is to oversee the processes involved in granting accreditation to, and monitoring, programs that lead to the eligibility of people for registration as an osteopath in Australia.

Objectives

The role of the Accreditation Committee is to:

- (a) Advise and make recommendations to the AOAC Board relating to the accreditation status to be granted to an osteopathy program

- (b) Develop, review and maintain accreditation standards and procedures to assess osteopathy programs and make recommendations to the Board
- (c) Appoint accreditation assessment teams as required
- (d) Maintain a schedule of accreditation status
- (e) Monitor each accredited program and report to the Board, including review and follow up of Annual Reports and Periodic Reports from institutions
- (f) Recommend to the AOAC Board of Directors on the suitability of osteopathy programs undergoing accreditation and graduates being qualified for registration in Australia
- (g) Ensure ongoing review and development of the accreditation procedures to ensure they remain robust, defensible, and equitable and make recommendations to the Board as required
- (h) Ensure that 'equivalency' as per the Trans-Tasman Mutual Recognition Agreement is maintained
- (i) Manage the relevant appeals process.

Membership as of 30 June 2021

- Professor Wendy Cross (Chairperson)
- Rachel Adkins
- Danielle Baxter
- Associate Professor Lainie Cameron
- Dr Gopi McLeod

The Accreditation Committee met three times in the reporting period, as shown in Table 2.

Table 2. Attendance of Committee members at meetings during 2020-21

Name	30/10/2020	5/03/2021	28/05/2021
Professor Wendy Cross (Chairperson)	✓	✓	✓
Rachel Adkins	X	✓	✓
Danielle Baxter	X	✓	✓
Associate Professor Lainie Cameron	✓	✓	✓
Dr Gopi McLeod	✓	X	X

✓ Present

X Absent

Finance, Audit and Risk Committee

Purpose

The purpose of the Finance, Audit and Risk (FAR) Committee is to assist the Board by overseeing the financial reporting, risk management and audit process of AOAC.

Objectives

The role of the FAR Committee is to:

- (a) monitoring monthly, quarterly and annual financial statements including monitoring the balance sheet, profit and loss statement, cash flow statement and any noted variances;
- (b) reviewing the annual capital and operating budgets;
- (c) providing oversight and review of the external audit process including assessing the terms of engagement and remuneration of the auditor; recommending to the Board the appointment of the auditor; considering the scope and quality of external audits; and review of audit reports;
- (d) reviewing the effectiveness of internal audits and internal control systems;
- (e) overseeing the risk management practices and review periodic review of key risks to AOAC;
- (f) periodically reviewing the risk management plan, insurances, delegations policy, procurement policy, business continuity plan of AOAC and other high level policies relevant to the purpose of the Committee;
- (g) reviewing the draft budget and recommending the draft budget to the Board;
- (h) attending to governance matters as directed by the Board; and
- (i) reviewing the contract and performance of the contractor providing executive and administrative services to AOAC and making recommendations to the Board in respect of the contract.

Membership as of 30 June 2021

- Ian Locke (Chairperson)
- Phillipa Leedham (Deputy Chairperson)
- Tracy Denning
- Melanie Hunt

The Finance, Audit and Risk Committee held four meetings in the reporting period, as shown in Table 3.

Table 3. Attendance of Committee members at meetings during 2010-21

Name	18/09/2020	22/01/2021	19/03/2021	28/05/2021
Ian Locke (Chairperson)	✓	✓	✓	✓
Phillipa Leedham (Deputy Chairperson)	✓	✓	✓	X
Tracy Denning	✓	✓	✓	✓
Dr Gopi McLeod	✓	N	N	N
Melanie Hunt	N	X	✓	✓

✓ Present

X Absent

N Not a Committee member at the time

Qualification and Skills Assessment Committee

Purpose

The purpose of the Qualification and Skills Assessment Committee (QSAC) is to oversee the assessment of the knowledge, clinical skills and professional attributes of overseas qualified osteopaths and other individuals referred to AOAC who are seeking registration as an osteopath in Australia.

Objectives

The role of the QSAC is to:

- (a) make determinations on the outcome of the assessment of applicants;
- (b) oversee the operation of the AOAC overseas assessment process as detailed in the AOAC Procedures Manual – *Assessment of Professional Qualification in Osteopathy for Registration and General Skilled Migration* and other assessment of competency to practice as an osteopath as referred to AOAC;
- (c) ensure ongoing review and development of the assessment process to ensure it remains robust, defensible and equitable;
- (d) ensure the 'equivalency' as per the Trans-Tasman Mutual Recognition Agreement is maintained;
- (e) make recommendations to the AOAC Board on processes and policies regarding the assessment of overseas trained osteopaths for registration in Australia and for general skilled migration to Australia;
- (f) make recommendations to the AOAC Board on processes and policies regarding the assessment of Australian trained osteopaths referred for assessment; and

- (g) review the schedule of fees for assessment processes annually and make recommendations to the AOAC Board for variations as appropriate.

Membership as of 30 June 2021

- Tracy Denning (Chairperson)
- Melanie Hunt
- Alison Sim
- Associate Professor Patrick McLaughlin
- Glenys Wilkinson

The Qualification and Skills Assessment Committee held six meetings in the reporting period, as shown in Table 4.

Table 4. Attendance of Committee members at meetings during 2020-21

Name	14/07/20	20/10/20	25/01/21	16/02/21	2/03/21	27/04/21
Tracy Denning (Chairperson)	✓	✓	✓	✓	✓	✓
Melanie Hunt	✓	✓	✓	✓	✓	✓
Alison Sim	✓	✓	✓	✓	✓	✓
Associate Professor Patrick McLaughlin	N	N	N	N	✓	X
Glenys Wilkinson	N	N	N	N	✓	✓
Dr Phil Austin	✓	✓	N	N	N	N
Narelle Hyde	X	✓	N	N	N	N

✓ Present

X Absent

N Not a Committee member at the time

Australian Osteopathic Accreditation Council Limited

ABN: 45 142 289 049

Financial Statements

For the Year Ended 30 June 2021

Australian Osteopathic Accreditation Council Limited

ABN: 45 142 289 049

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Australian Osteopathic Accreditation Council Limited

ABN: 45 142 289 049

Directors' Report For the Year Ended 30 June 2021

The directors present their report on Australian Osteopathic Accreditation Council Limited (AOAC) for the financial year ended 30 June 2021.

Directors

The names of the directors in office at any time during, or since the end of the year are:

Names

Dr Gopi McLeod

Dr Brett Vaughan

Tracy Denning

Ian Locke

Professor Wendy Cross

Pip Leedham

Melanie Hunt

Term ended: 13 November 2020

Appointed: 13 November 2020

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

Information on directors

Dr Gopi McLeod

Qualifications and experience

Chairperson from 13 November 2020

Gopi is an experienced clinical educator and practitioner with extensive knowledge of health practitioner education, regulation and accreditation. Her PhD investigated the role of critical reflective thinking in health professions education with a focus on promoting patient safety. Gopi has a master's degree in Musculoskeletal Management and undergraduate degrees in Teaching and Osteopathy. Gopi has received numerous awards for her outstanding contribution to student learning, most notably a National Australian (OLT) Award for University Teaching. She was previously a senior lecturer at Southern Cross University where she is now an Adjunct Professional Fellow. Gopi is also a Clinical Advisor with the Australian Health Practitioner Regulatory Agency and an Adjunct Visiting Fellow (Research) at the University of Technology Sydney.

Dr Brett Vaughan

Qualifications and experience

Chairperson until 13 November 2020

Brett graduated from the osteopathy program at Victoria University in 2002. He is currently a lecturer in clinical education in the Department of Medical Education at the University of Melbourne, Visiting Fellow at University of Technology Sydney and Professional Fellow at Southern Cross University, in addition to practising as an osteopath. He was previously a lecturer in the osteopathy program at Victoria University. His current professional associations include being a member of the Accreditation Committee of the Nursing and Midwifery Board of Australia, Examination Committee for the Chinese Medicine Board of Australia and an Associate Fellow of the Australian and New Zealand Association of Health Professional Educators. His professional interests include clinical education, professional development, health professions education assessment and evaluation, and musculoskeletal rehabilitation. Brett is currently enrolled in a PhD exploring the quality of clinical teaching in osteopathy.

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Directors' Report For the Year Ended 30 June 2021

Information on directors (continued)

Tracy Denning

Qualifications and experience

Deputy Chairperson from 13 November 2020

Tracy Denning joined the AOAC Board of Directors in September 2018. Tracy currently works as a Senior Lecturer in Anatomy at the Royal Melbourne Institute of Technology (RMIT) and has been involved in a broad range of health professional programs over the last ten years. She is a registered osteopath with seven years of private practice experience. Prior to commencing her appointment with RMIT, Tracy held a Lecturer appointment at Victoria University (VU) and from late 2013 led the development of the first integrated osteopathy program in Australia. The new program was developed in 2014-15 and implemented in 2016. Tracy is passionate about quality education in osteopathy and health professional education. She has experience in developing and implementing simulated based education (SBE) activities into osteopathy education and in other health disciplines. Her particular interest in SBE is Simulated Patients (SPs), where actors, students or volunteers are trained to portray the role of a patient presenting to the student with pre-determined condition/s that meet specified learning outcomes for the students.

Ian Locke

Qualifications and experience

Ian brings skills from an extensive career in commerce and corporate governance gained primarily in sectors of agriculture, food and beverage, allied health, sports, peak-industry bodies and senior management roles with major public and private organisations in Australia and overseas. This experience includes memberships of boards, expert panels, and advisory groups in Australia where his knowledge and understanding of board effectiveness, strategy and risk, finance, and corporate governance makes valuable contributions to organisations. Ian was a board-appointed director of Osteopathy Australia Ltd for 6-years. Ian holds several master's Degrees in Business and Administration and is a Graduate of the Australian Institute of Company Directors. As a director, he maintains a specific focus on financial audit, corporate ethics, governance, COVID transition and succession planning.

Professor Wendy Cross

Qualifications and experience

Professor Wendy Cross is the Dean of the School of Health, Federation University, Australia. In 2017, she was appointed as a National Mental Health Commissioner in Australia for a two-year term. Wendy has 40 years' experience as clinician, academic and applied researcher (and Principal Investigator) with a focus on mental health, health services evaluation and workforce. She has developed clinical best practices and workplace training extensively focused on public health services.

She has received more than \$3M in research grants, has more than 120 publications across all domains, has supervised multiple research candidates to successful completions and is regularly sought after for thesis examination. She reviews for a variety of health related peer-reviewed journals.

Wendy is a long-standing academic and has held senior appointments within Australia and holds a number of honorary professorial appointments. Currently she is a TEQSA expert; a member of the NSW Health Ethics Advisory Panel; Director of the Australian Nursing and Midwifery Accreditation Council (ANMAC); Director of the Australian Osteopathic Accreditation Council (AOAC). She has held numerous board director positions including community health services and a Victorian Institute of TAFE.

Wendy is the immediate past President of the Australian College of Mental Health Nurses; Fellow of the Australian College of Nursing; immediate past Chair of the Council of Deans of Nursing and Midwifery (Australia & New Zealand).

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Directors' Report For the Year Ended 30 June 2021

Information on directors (continued)

Pip Leedham

Qualifications and experience

Pip is an experienced health service executive who has held policy development, purchasing and operational management roles. She has keen interest in translational research and health system reform particularly in the broader primary health arena and its interface with the acute and aged care sectors. Prior to ceasing full-time employment with the Department of Health and Human Services she was a deputy secretary. Pip is currently a member of the University of Tasmania Council, Menzies Institute of Medical Research Board and Vice President of Tennis Tasmania. She is a former member of the Tasmanian Institute of Sport Board, National Council of the Australian Hospitals and Healthcare Association and Department of Health Audit Committee. Pip has a Bachelor of Economics, Master of Business Administration and a graduate of the Australian Institute of Company Directors.

Melanie Hunt

Qualifications and experience

Melanie has been a registered Osteopath for over 20 years with extensive experience in Osteopathic clinical practice, education, training, accreditation, and assessment. She currently practices part-time as an osteopath and is an Approved Panel Member for AHPRA. Melanie is a member of the Qualifications and Skills Assessment Committee (QSAC) of AOAC and was actively involved in the recent review and redevelopment of the Standard Pathway Assessment for overseas-trained osteopaths. She was a Professional Reference Group (PRG) member for the 2020-2021 Review of Accreditation Standards for Osteopathy Programs in Australia.

Melanie worked in the Osteopathy program at Victoria University (VU) from 2010 until 2020 as a lecturer, tutor, and clinical educator. While there she was involved in curriculum development for the Case-Based, Problem Based and Technology Enhanced Learning components of the VU integrated program. She was also engaged by private practice in clinical education and development roles supporting osteopathic graduates and other allied health professionals.

Principal activities and significant changes in nature of activities

The principal activities of Australian Osteopathic Accreditation Council Limited during the financial year were:

- Assess programs of study and the education providers that provide the programs of study, to determine whether the program meet approved accreditation standards.
- Assess authorities in other countries who conduct examination for osteopathy registration or accredit programs of study relevant to registration as an osteopath, to decide whether persons who successfully complete the examinations or programs of study conducted or accredited by the authorities have the knowledge, clinical skills and attributes necessary to practice osteopathy in Australia.
- Oversee the assessment of the knowledge, clinical skills and professional attributes of overseas qualified health practitioners who are seeking registration as an osteopath in Australia and whose qualifications are not approved by osteopathy qualifications.
- Advise and make recommendations in relation to:
 - i. Matters concerning accreditation or accreditation standards for osteopathic programs of study
 - ii. Matters concerning the regulation, including general and specialist registration of osteopaths

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Directors' Report

For the Year Ended 30 June 2021

Principal activities and significant changes in nature of activities (continued)

iii. Matters concerning the assessment of overseas qualified osteopaths and

iv. Matters concerning the recognition and assessment of overseas qualifications of osteopaths.

- Cooperate with state, national and international associations, authorities and organisations in a manner consistent with the attainment of these purposes.

No significant changes in nature of the Company's activity occurred during the financial year.

Short term objectives

The Company's short term objectives are to:

- Ensure continued alignment of its accreditation and assessment functions with other accreditation authorities;
- Maintain a stable governance structure with access to sufficient support services;
- Fulfil the requirements of the 2019-2024 Accreditation Agreement between the Australian Health Practitioner Regulation Agency (Ahpra) and AOAC; and
- Manage the impact on accreditation standards with education providers during the COVID-19 Pandemic.

Long term objectives

The Company's long term objectives are to:

- Consolidate and maintain its position as a leader in osteopathy accreditation and assessment standards;
- Advocate for quality and safety in osteopathy education;
- Promote and support embedding cultural safety in the National Registration and Accreditation Scheme;
- Support and encourage the exchange of expertise and information relating to osteopathy accreditation and assessment both nationally and internationally; and
- Remain adaptable and responsive to the regulatory environment relating to osteopathy accreditation and assessment.

Strategy for achieving the objectives

To achieve these objectives, AOAC adopted the following strategies:

- Ensured ongoing review of governance and operational processes to ensure these continued to reflect current best practice.
- Secure the provision of administrative and executive services to AOAC by Australian Nursing and Midwifery Accreditation Council Limited (ACN 143 879 396).

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Directors' Report

For the Year Ended 30 June 2021

Strategy for achieving the objectives (continued)

- Developed and implemented a comprehensive appointment policy to attract quality applications to vacancies on the Board of Directors and its Committees; and
- Formalised links with relevant accreditation and assessment bodies nationally and internationally and participate actively in the quality improvement of accreditation and assessment processes.

Key performance indicators

AOAC is required to meet the reporting requirements set out in the 2019-2024 Accreditation Agreement between Ahpra and AOAC. AOAC measures its performance by striving to meet all the KPIs within the biannual KPI report to the Osteopathy Board of Australia.

Meetings of directors

During the financial year, 7 meetings of directors were held. Attendances by each director during the year were as follows:

	Directors' Meetings	
	Number eligible to attend	Number attended
Dr Gopi McLeod	7	7
Brett Vaughan	3	3
Tracy Denning	7	6
Ian Locke	7	6
Professor Wendy Cross	7	4
Pip Leedham	7	7
Melanie Hunt	5	5

Signed in accordance with a resolution of the Board of Directors:

Director: 
Dr Gopi McLeod
Board Chair

Director: 
Ian Locke
Finance Audit and Risk Committee Chair

Dated this 1 day of October 2021

**Auditor's Independence Declaration
Under Subdivision 60 – 40 of the Australian Charities and Not-for-profits
Commission Act 2012**

To the Members of Australian Osteopathic Accreditation Council Limited

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2021 there have been no contraventions of the auditor independence requirements as set out in any applicable code of professional conduct in relation to the audit.



Nexia Duesburys (Audit)
Canberra, 1 October 2021



G J Murphy
Partner

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Nexia Duesburys (Audit) (ABN 21 841 510 270) is a firm of Chartered Accountants. It is affiliated with, but independent from Nexia Australia Pty Ltd. Nexia Australia Pty Ltd is a member of Nexia International, a leading, global network of independent accounting and consulting firms. For more information www.nexia.com.au/legal. Neither Nexia International nor Nexia Australia Pty Ltd provide services to clients.

Liability limited by a scheme approved under Professional Standards Legislation.

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Statement of Comprehensive Income For the Year Ended 30 June 2021

	Note	2021 \$	2020 \$
Revenue			
Funding income AHPRA		219,266	185,555
Accreditation fees		6,000	6,000
Competency assessments - overseas		11,401	13,421
Competency assessments - domestic		-	1,100
Interest income		54	190
Other income		1,154	180
		<u>237,875</u>	<u>206,446</u>
Expenditure			
Accreditation expenses		960	960
Administrative expenses		125,417	193,682
Governance costs		25,369	21,403
Project expenses		31,554	21,088
Overseas assessments		4,165	5,764
Stakeholder engagement		7,489	13,117
		<u>194,954</u>	<u>256,014</u>
Surplus/(Deficit) before income tax		42,921	(49,568)
Income tax expense	1(a)	-	-
Total comprehensive income/(loss) for the year		<u>42,921</u>	<u>(49,568)</u>

The accompanying notes form part of these financial statements.

Australian Osteopathic Accreditation Council Limited

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Statement of Financial Position As At 30 June 2021

	Note	2021 \$	2020 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	169,468	194,210
Trade and other receivables	3	18,800	2,171
Other assets	4	6,126	5,015
TOTAL CURRENT ASSETS		194,394	201,396
TOTAL ASSETS		194,394	201,396
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	5	32,451	82,374
TOTAL CURRENT LIABILITIES		32,451	82,374
TOTAL LIABILITIES		32,451	82,374
NET ASSETS		161,943	119,022
EQUITY			
Retained surplus		161,943	119,022
TOTAL EQUITY		161,943	119,022

The accompanying notes form part of these financial statements.

Australian Osteopathic Accreditation Council Limited

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Statement of Changes in Equity For the Year Ended 30 June 2021

2021

	Retained surplus	Total
	\$	\$
Balance at 1 July 2020	119,022	119,022
Surplus for the year	42,921	42,921
Balance at 30 June 2021	161,943	161,943

2020

	Retained surplus	Total
	\$	\$
Balance at 1 July 2019	168,590	168,590
Surplus/(Deficit) for the year	(49,568)	(49,568)
Balance at 30 June 2020	119,022	119,022

The accompanying notes form part of these financial statements.

Australian Osteopathic Accreditation Council Limited

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Statement of Cash Flows For the Year Ended 30 June 2021

	2021	2020
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	242,569	225,470
Payments to suppliers and employees	(267,365)	(210,829)
Interest received	54	190
Net cash provided by/(used in) operating activities	(24,742)	14,831
CASH FLOWS FROM INVESTING ACTIVITIES:		
Net cash provided by/(used in) investing activities	-	-
CASH FLOWS FROM FINANCING ACTIVITIES:		
Net cash provided by/(used in) financing activities	-	-
Net increase/(decrease) in cash and cash equivalents held	(24,742)	14,831
Cash and cash equivalents at beginning of year	194,210	179,379
Cash and cash equivalents at end of financial year	2 169,468	194,210

The accompanying notes form part of these financial statements.

Australian Osteopathic Accreditation Council Limited

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Notes to the Financial Statements For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies

Basis for Preparation

The financial statements of the Australian Osteopathic Accreditation Council Limited (the Company) are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards (Reduced Disclosure Requirements of the Australian Accounting Standards Board) and the Australian Charities and Not-for-profits Commission Act 2012.

The Company is a not-for-profit public company limited by guarantee, incorporated in the Australian Capital Territory under the Corporations Act 2001 and domiciled in Australia. The financial statements cover the Company as an individual entity. The financial statements are presented in Australian currency which is the Company's functional and presentation currency.

A number of new or revised Australian Accounting Standards are effective for the first time in the current financial year. These standards have had no material impact on the Company.

The financial statements have been prepared on an accruals basis and are based on historical costs modified by the revaluation of selected non-current assets, financial assets and financial liabilities for which the fair value basis of accounting has been applied.

Accounting policies

The following is a summary of the material accounting policies adopted by the Company in the preparation of the financial statements. Unless otherwise stated, the accounting policies adopted are consistent with those of the previous year.

(a) Income tax

The Company is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

(b) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing and financing activities, which is recoverable from or payable to the ATO, are presented as operating cash flows included in receipts from customers or payments to suppliers.

(c) Financial instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Company becomes a party to the contractual provisions to the instrument. For financial assets, this is the date that the Company commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments (except for trade receivables) are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately. In most circumstances trade receivables are initially measured at the transaction price.

Notes to the Financial Statements For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies (continued)

(c) Financial instruments (continued)

Classification and subsequent measurement

Financial instruments are subsequently measured at either fair value or amortised cost using the effective interest rate method. The subsequent measurement depends on the classification of the financial instrument as described below.

Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties in an arm's length transaction. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

The effective interest method is used to allocate interest income or interest expense over the relevant period.

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Financial assets that meet the following conditions are subsequently measured at amortised cost:

- the financial asset is held within a business model whose objective is to hold financial assets in order to collect contractual cash flows; and
- the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Financial assets that meet the following conditions are subsequently measured at fair value through other comprehensive income (FVTOCI):

- the financial asset is held within a business model whose objective is achieved by both collecting contractual cash flows and selling the financial assets; and
- the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

By default, all other financial assets are subsequently measured at fair value through profit or loss (FVTPL).

Despite the above, the Company may make the following irrevocable election/designation at initial recognition of a financial asset:

- the Company may irrevocably elect to present subsequent changes in fair value of an equity instrument in other comprehensive income if certain criteria are met; and
- the Company may irrevocably designate a financial asset that meets the amortised cost or FVTOCI criteria as measured at FVTPL if doing so eliminates or significantly reduces an accounting mismatch.

Financial liabilities

All financial liabilities are subsequently measured at amortised cost using the effective interest method or at FVTPL.

Notes to the Financial Statements For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies (continued)

(c) Financial instruments (continued)

Impairment of financial assets

The Company recognises a loss allowance for expected credit losses on financial assets that are measured at amortised cost or at FVTOCI. No impairment loss is recognised for investments in equity instruments. The amount of expected credit losses is updated at each reporting date to reflect changes in credit risk since initial recognition of the respective financial asset.

The Company recognises lifetime expected credit losses for trade receivables. The expected credit losses on these financial assets are estimated based on the Company's historical credit loss experience adjusted for factors that are specific to the debtors, general economic conditions and an assessment of both the current as well as the future direction of conditions at the reporting date, including time value of money where appropriate.

(d) Revenue and other income

Revenue is measured at the amount which the Company expects to receive in consideration for satisfying performance obligations to a customer. A performance obligation is the distinct good or service defined within the contract with a customer. The transaction price is allocated to one or more performance obligations contained within the contract, with revenue being recognised as or when the performance obligation is satisfied.

Timing of Revenue Recognition

Revenue is recognised either at a point in time or over time, when (or as) the Company satisfies performance obligations by transferring the promised goods or services to its customers.

If the Company satisfies a performance obligation before it receives the consideration, the Company recognises either a contract asset or a receivable in its statement of financial position, depending on whether something other than the passage of time is required before the consideration is due.

The following specific recognition criteria must also be met before revenue is recognised:

- Revenue from accreditation services is recognised over the period that the accreditation process is performed. A portion of the accreditation fees are received at the time of application with the remainder being invoiced after the completion of a site visit.
- Revenue from assessment fees is recognised over the period that the assessment process is performed. Assessment fees are paid up front and are non-refundable.
- Interest revenue is recognised using the effective interest method.
- Grant funding that contains specific conditions on the use of those funds is recognised as income as and when the entity satisfies its performance obligations stated within the funding agreement. A contract liability is recognised for unspent grant funds for which a refund obligation exists in relation to the funding period. General grants that do not impose specific performance obligations on the entity are recognised as income when the entity obtains control of those funds, which is usually on receipt.

(e) Comparative figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

Australian Osteopathic Accreditation Council Limited

ABN: 45 142 289 049

Notes to the Financial Statements For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies (continued)

(f) Economic dependence

Australian Osteopathic Accreditation Council Limited (AOAC) has been appointed as the accreditation authority for osteopathic education programs until 30 June 2024. AOAC is dependent on the Osteopathy Board of Australia (OBA)/ Australian Health Practitioner Regulation Agency (AHPRA) for the majority of its revenue used to operate the business and funding for the financial year ending 30 June 2022 has been approved.

Critical Accounting Estimates and Judgments

The directors evaluate estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Company.

The directors do not believe that there were any key estimates or key judgments used in the development of the financial statements that give rise to a significant risk of material adjustment in the future.

2 Cash and Cash Equivalents

	2021	2020
	\$	\$
Cash at bank and in hand	169,468	194,210

3 Trade and other receivables

	2021	2020
	\$	\$
Trade and other receivables	18,800	2,171

4 Other Assets

	2021	2020
	\$	\$
Prepayments	6,126	5,015

Notes to the Financial Statements

For the Year Ended 30 June 2021

5 Trade and Other Payables

	2021	2020
	\$	\$
Trade payables	20,807	703
Sundry payables and accrued expenses*	6,674	79,035
GST payable	2,220	136
Amounts received in advance	2,750	2,500
	32,451	82,374

*In 2020, the directors estimated an amount of \$73,000 for unpaid superannuation including interest, fees and penalties that may apply. An amount of \$72,809 was paid during the 2021 financial year.

6 Key Management Personnel Remuneration

The Directors of the Company and the Executive Officer are considered to be key management personnel of the Company.

Compensation

Compensation paid to key management personnel includes sitting fees paid to directors for attendance at board meetings and involvement with accreditation and assessment activities and consulting service fees paid to directors for work on specific projects.

The amounts disclosed do not include the reimbursement of expenses paid to directors. The reimbursement of expenses is not considered to be compensation.

The aggregate compensation is set out below:

	2021	2020
	\$	\$
Director compensation	28,806	24,392

7 Related Parties

(a) Key management personnel compensation

Disclosures relating to key management personnel compensation are set out in Note 6.

(b) Transactions with members of the Company

All transactions with related parties were carried out on an "arm's length" basis. Members that serve in the capacity of director were paid professional fees to attend meetings as indicated below. Payments made to members of the Company, which are also included in Note 6 above, during the year are as follows:

	2021	2020
	\$	\$
Gopi McLeod	3,081	3,828
Wendy Cross	2,651	3,228
Phillipa Leedham	4,647	4,860
Brett Vaughan	2,085	4,450
Ian Locke	4,390	1,238
Melanie Hunt	5,490	-
Tracy Denning	6,462	6,788

Australian Osteopathic Accreditation Council Limited

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Notes to the Financial Statements For the Year Ended 30 June 2021

7 Related Parties (continued)

(c) Transactions with director-related entities

No directors or executive has entered into a material contract with the Company (other than the provision of sitting fees noted in 7(b) above) since the end of the previous financial year and there were no material contracts involving directors' interests in existence at year-end.

8 Contingencies

In the opinion of the directors, the Company did not have any contingencies at 30 June 2021 (30 June 2020: Nil).

9 Events after the end of the Reporting Period

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Company, the results of those operations or the state of affairs of the Company in future financial years.

10 Members' Guarantee

The Company is incorporated under the Corporations Act 2001 and is a company limited by guarantee. If the Company is wound up, the constitution states that each member is required to contribute a maximum of \$20 each towards meeting any outstandings and obligations of the Company. At 30 June 2021, the number of members was 11 (2020: 10).

11 Statutory Information

The registered office and principal place of business of the Company is:

Australian Osteopathic Accreditation Council Limited
Level 1, 15 Lancaster Place
Majura Park
Canberra Airport ACT 2609

Australian Osteopathic Accreditation Council Limited

ABN: 45 142 289 049

Directors' Declaration

The directors of Australian Osteopathic Accreditation Council Limited (the Company) declare that:

1. The financial statements and notes are in accordance with the Australian Charities and Not-for-profits Commission Act 2012 and;
 - (a) comply with Australian Accounting Standards - Reduced Disclosure Requirements, and other mandatory professional reporting requirements; and
 - (b) give a true and fair view of the financial position as at 30 June 2021 and of the performance for the year ended on that date of the Company.
2. In the directors' opinion, there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors.

Director
Dr Gopi McLeod
Board Chair

Director
Ian Locke
Finance Audit and Risk Committee Chair

Dated 1 October 2021

Independent Auditor's Report to the Members of Australian Osteopathic Accreditation Council Limited

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Australian Osteopathic Accreditation Council Limited (the Company), which comprise the statement of financial position as at 30 June 2021, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the directors' declaration.

In our opinion, the accompanying financial statements of the Company are in accordance with the Australian Charities and Not-for-profits Commission Act 2012, including:

- (i) giving a true and fair view of the Company's financial position as at 30 June 2021 and of its financial performance for the year then ended; and
- (ii) complying with Australian Accounting Standards – Reduced Disclosure Requirements and Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.

Basis for opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the financial statements section of our report. We are independent of the Company in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (including Independence Standards) (the Code) that are relevant to our audit of the financial statements in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other information

The directors are responsible for the other information. The other information comprises the information included in the Company's directors' report for the year ended 30 June 2021, but does not include the financial statements and the auditor's report thereon.

Our opinion on the financial statements does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information we are required to report that fact. We have nothing to report in this regard.

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Directors' responsibilities for the financial statements

The directors of the Company are responsible for the preparation of the financial statements that give a true and fair view in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the Australian Charities and Not-for-profits Commission Act 2012 and for such internal control as the directors determine is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

A further description of our responsibilities for the audit of the financial statements is located at The Australian Auditing and Assurance Standards Board website at: http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf. This description forms part of our auditor's report.



Nexia Duesburys (Audit)
Canberra, 1 October 2021



G J Murphy
Partner