



*The Beaufort Hospital*

## MISSION STATEMENT

The Beaufort & Skipton Health Service seeks to enhance the quality of life and health of community residents by coordinating health promotion, illness prevention, acute and extended care from a community based service that is compassionate, equitable, efficient, cost effective and consumer focused.

## OBJECTIVES

- To provide health care services capable of delivering a continuum of care to our community.
- To promote health education and illness prevention in our community.
- To provide our community with an appropriate range of emergency facilities, acute and residential services.
- To co-operate and co-ordinate with other health facilities that are accessible to our community in the best interests of our patients.
- To provide a safe and secure environment.
- To provide educational and training opportunities to our staff and students from external agencies.
- To continually improve the quality of our service.
- To respond to the health care needs of our community through the ongoing process of consultation and planning.

## HISTORY

The Beaufort and Skipton Health Service was formed on 1 October 1996 from the amalgamation of the Ripon Peace Memorial Hospital and the Skipton and District Memorial Hospital.

The original Skipton hospital opened back in 1924 as the four bed Skipton Soldier's Memorial Bush Nursing Hospital. Through the generosity of the community, the hospital was rebuilt on the present site and opened as the Skipton and District Memorial Hospital on 13 September 1963. In 1996, a four-bed nursing home and a ten-bed hostel "Brigadoon" were opened.

The Beaufort hospital dates to 1927, when a nine-bed Bush Nursing Hospital was opened on the site currently occupied by the hospital. Recorded major remodelling did not occur until 1961. A role conversion in 1993 resulted in major renovations, which converted the hospital into a 15-bed nursing home. A new ten acute-bed area was built adjoining the nursing home. In 1996, a twelve-bed hostel was added in Burton Street and a Primary Care Facility was added onto the hospital site.

Today, the registered bed configuration of the amalgamated service is as follows: Beaufort, 10 acute beds, 15 nursing home beds and 12 hostel beds; and Skipton, 10 acute beds, 4 nursing home beds and 10 hostel beds.

The Beaufort Primary Care Facility has provided the necessary infrastructure that has enabled the service to provide primary health and community support services. Primary health and community support programs are provided from the Primary Care Facility at Beaufort (opened in 1996) and the Community Health Centre at Skipton (opened in 2001).

In addition to bed-based services, the service provides General Practitioner clinics, primary care emergency service, and outpatients and home based services including District Nursing, bed based respite, Day Centre, day respite programs and Meals on Wheels. Community Health programs including Podiatry, Social Work, Counselling, Dietetics, Occupational Therapy, Community Health Nursing and Health Promotion are organised from our Community Health Centre. Partnership arrangements with the local Shires and private practitioners provide the following locally: Consulting Cardiologist, Pathology Collection, Child and Maternal Care, Podiatry and Youth Worker.

### Note:

Whilst our Annual Report is a legal document that contains our Audited Financial statements in accordance with the requirements of the Financial Management Act 1994, it is aimed at informing our community, our recipients of care, and their families and supporters of the activities of the Beaufort and Skipton Health Service.

## OFFICE BEARERS FOR THE YEAR ENDED 30 JUNE 2006

**President:** Mr Hilton J. Bourke  
**Senior Vice President:** Mr Ian J. Nash  
**Junior Vice President:** Mrs Helen J. Hovey  
**Treasurer:** Mr Geoff W. Notman  
**Immediate Past President:** Mr Lee T. Murnane  
**Board of Management:** Mr Ian M. Chandler  
 Ms Katherine Gillespie  
 Miss Alice I. Knight  
 Mrs Jocelyn E. Mitchell  
 Mrs Margaret A. Smith  
 Mr William L. (Bill) Weatherly

### Patient Care /Quality Assurance Committee

Mr I.M. Chandler (Chairperson), Mrs M.A. Smith, Mrs H.J. Hovey, Mr W.L. (Bill) Weatherly, Mr I.J. Nash, Mrs K. Gillespie, Mr P.M. Appledore, Mr S.J. Darbin, Mrs D.A. Gervasoni & Mrs B.M. Horsley.

### Physical Resources Committee

Mr I.J. Nash (Chairperson), Mr H.J. Bourke, Mr G.W. Notman, Mr L.T. Murnane, Mrs J.E. Mitchell, Miss A.I. Knight & Mr P.M. Appledore.

### Chief Executive Officer

Mr P.M. Appledore; BAppSc. Grad. Dip. Mgmt, MHA, AIMM, AHSFMA

### Deputy Chief Executive Officer

Mr S.J. Darbin, Grad. Dip Bus. Mgmt, MBA, AIMM

### Director of Nursing (Beaufort)

Mrs D.A. Gervasoni, RN Div 1, BAppSc.

### Director of Nursing (Skipton)

Mrs B.M. Horsley, RN Div 1, BAppSc.

### Director of Medical Services:

Dr C.B.E. Davis (Ed) RFD, MBBS, MBA (10/11/2005)  
 Dr Humsha Naidoo MBChB (South Africa) FRACMA (12/9/2005 to 9/2/2006)  
 Dr Eshwar Madas MBBS, MD, Dip HSM, MBS, AFCHS (27/3/2006 to present)

### Visiting Medical Officers:

Dr Mervyn Naidoo MBBS (resigned 11/4/2006)  
 Dr Rod Campain MBBS, FRACGP, Dip RACOG  
 Dr Robert Reed MBBS, FRACS  
 Dr Neil Livingston MBBS, DRCOG, DCH  
 Dr Carol Head MBBS, DRACOG, FRACGP, MPH  
 Dr Diana Jefferies MBBS, CSCT, DRANZOG, FACRRM

### Consultant Accountant:

Mr M. Rhook, MBA, B.Bus, CPA

### Auditors

Hains Norton Chartered Accountants

### Solicitors

P. Glare & Associates (Honorary)

### Lawyer

Lucy Hunter, Russell Kennedy Solicitors

### Bankers

Bendigo Bank

## PRESIDENT'S REPORT

On behalf of the Board of Management, it is with pleasure that I present the Beaufort & Skipton Health Service's 10th Annual Report; this report summarises the activities and achievements of the Beaufort and Skipton Health Service for the year ended 30th June 2006.

The highlight of the year has been the enormous progress that has been made towards our Skipton Hospital redevelopment. The first stage is nearing completion with the new challenge of relocating residents and staff expected sometime in November 2006. The second and third stages will then commence and we expect that this redevelopment will be fully completed in about September 2007.

Our main priority continues to be the delivery of quality of health care services whilst providing the appropriate mix of health services locally. The challenges continue to be attracting and retaining sufficient funding for this mix of services for today and in the future.

Once again, it is with pleasure that I report that we have posted an operating surplus of \$69,782 after allowing for capital income, abnormals and depreciation.

The contribution and commitment from all our staff and General Practitioners cannot be underestimated in this total achievement; due to everyone's enthusiasm and energy, combined with strong community support, the Beaufort & Skipton Health Service has been able to meet its challenges and can confidently look towards continuing to provide the range of Health Services necessary to meet the future needs of the community.

## Redevelopment

This has been the major strategic priority for the Health Service for a number of years and has involved an enormous amount of time from Board members and the Executive staff. When completed, the new 26 bed facility will comprise of 6 hospital beds, 11 nursing home beds and 9 hostel beds. It will also accommodate a new Medical Practice and provide vastly more space from which our Community Health Services will be able to operate.

We were very pleased when on 6th December 2005 Minister Gavin Jennings "turned the first sod" in a ceremony to mark the commencement of our building works; we acknowledge and are extremely grateful to the Bracks' Government for this commitment to the community served by the Beaufort & Skipton Health Service.

We wish to acknowledge the hard work of all persons involved in our Project Control Group (PCG), these include Board members, staff, Department of Human Services representatives, the architects Silver Thomas Handley, the quantity surveyor Page Kirkland Group and the builders W.M. Flynn. The Project Control Group is in charge of the project from design to construction, through to completion and has incorporated contemporary and innovative solutions for the complexities of our particular site and mix of rural health service.

Everyone has provided valuable input; we would like to commend the teamwork, everyone's propensity to listen to others and to see the organisation as a whole. The team has given this redevelopment every opportunity to make the best possible use of the funding available.

## Medical Practices

The Board is particularly proud that over the past several years we have been able to greatly expand and improve the communities' access to General Practitioners. Given the shortage of medical staff both in Australia and overseas, maintaining the number and quality of General Practitioners is, and will continue to be, a constant challenge for both the Board and Executive staff.

The expansion of our medical practices has become the talking point in our community and rural Victoria. In just a few years the community has gone from struggling to retain or attract private General Practitioners to having the Health Service providing six General Practitioners. In 2000 the Beaufort & Skipton Health Service placed an application with the Commonwealth for an exception under Section 19(2) of the Health Act that ultimately allowed the Health Service to collect Medicare payments which made it possible to actually employ doctors and manage the medical practices. It is now a model that other rural Health Services and the State Government are watching with great interest.

Our Medical Practices offer well qualified, family doctors and we are grateful to the community for their tremendous support and patronage that will help ensure the viability for medical services in Beaufort & Skipton for years to come.

## Community Health

The continual expansion of community health services has resulted in a comprehensive range of services being offered. Our range of services has outgrown the present accommodation and staff are looking forward to the new facilities that the Skipton redevelopment will bring.

## Patient Services

The key focus for the Beaufort & Skipton Health Service has always been to provide high quality care to patients, residents and the community. The large numbers and sincerity of the "thank yous" we receive and the feed back from our patient satisfaction surveys about the standards of care across all areas is testament to the care provided across the entire organisation. This high standard of care and accolades could not be achieved without the commitment of all our staff. In particular Debbie Gervasoni, Belinda

Horsley, Stephen Darbin, Tracey Ho and Andi Furmage are congratulated on their leadership and the quality of services that their staff provide.

We are very privileged to enjoy a very supportive relationship with all staff through their application of knowledge, skills and continual striving to improve on what we offer and embracing customer service values. The success of the Beaufort & Skipton Health Service is clearly a result of their hard work.

## Work force

Workforce issues are the most significant concern that will confront rural health services in the future. Attracting and recruiting professional staff will be the highest priority for the Board in the future to ensure that the services we are introducing can be sustained.

The strategy will be to become a "magnet employer", the "employer of choice" by providing a very special health care facility through peer support, offering a tremendous amount of high quality staff education and training, continually developing staff to be dedicated to the needs of people in our care and creating opportunities for all staff to excel.

## Traineeships, Education and Training

The Health Service continues to be an important local employer, employing in excess of 180 people, or the equivalent of 85 full time staff members in nursing, hostel, community health, administration, hotel services and medical areas. The Board and the Executive provide opportunities for staff education and training in all areas of our work and we strongly encourage all of our staff to take the opportunity to develop and expand their skills.

The organisation has continued its strong commitment to providing employment and training opportunities for young people, particularly those from this region. Over past years we provided training and education with numerous traineeships in the fields of nursing, hospitality, administration and horticulture.

## Quality

The Board of Management and all staff are committed to quality improvement and we acknowledge the excellent culture of the Health Service where staff are always actively seeking new ways to improve the quality of care that we provide. The Patient Care/Quality Assurance Committee which is a sub-committee of the Board oversees these programs and is continually receiving reports on a vast range of quality activities that are numerous, innovative and all clearly designed to improve the care we provide.

## Establishment of the Grampians Health Alliance

The Health Service remains fully accredited under Australian Council of Healthcare Standards (EQUIP), Accreditation the Commonwealth Aged Care Standards Accreditations and the Australian General Practices Accreditation Limited (AGPAL). Establishment of the Grampians Health Alliance During the year the Beaufort & Skipton Health Service was invited to form part of a voluntary alliance of neighbouring Health Services. The established Grampians Health Alliance also includes Stawell Regional Health, East Grampians Health Service (Ararat), and East Wimmera Health Service (St Arnaud). Bi-monthly meetings include CEOs and Board members from the Alliance agencies and a Department (DHS) representative where solutions to common issues, sharing of professional staff and joint ventures (eg purchasing) are discussed and taken back to the respective Boards for consideration.

## Financial

Financial planning to ensure the long term viability of the Health Service and the pleasing financial results have been achieved by staff commitment and practical recognition by the Department of Human Services of the cost associated with operating a multi faceted health service.

The Health Service is in a strong financial position at a time when many other small rural hospitals are struggling to stay in a financially healthy position. The Board is committed to maintaining our strong financial base.

## Volunteers

The Health Service continues to enjoy a tremendous amount of support and assistance from the community. With this support we are able to provide many services, such as our volunteer transport program, meals on wheels and activities for residents and we are grateful to all those volunteers who assist us. We also sincerely recognise the efforts of the community, all the service clubs, clergy and all volunteers that too often are not specifically acknowledged. Many of these people are silent supporters offering that little extra generosity common in small rural communities.

## Contributions

Groups and individuals continue to support the Health Service with our fundraising appeals. We are most grateful to the public who have supported the Health Service in this respect.

This year our Annual Appeal raised \$6,928 with the money committed to purchasing vaccine refrigerators for both campuses. The Woody's Murray to Moyne 520Km cycling relay in its tenth year is an excellent fundraiser. This year it raised \$8,083 that will purchase palliative care mattresses. The Ladies Auxiliary in Beaufort put in a big effort with their stalls, raffles and other activities to raise money for the Health Service. They have contributed many comforts and items of equipment over the past year and we are very grateful for their efforts.

This year we have established a Skipton Redevelopment Fund Raising Committee which is working extremely hard towards raising a considerable amount of money to ensure that the Skipton redevelopment can achieve all our objectives.

The Health Service's Board of Management and the Beaufort & Skipton Health Service Foundation Limited members work closely together and I would like to thank Foundation members for their continuing efforts on behalf of the Health Service.

## Acknowledgements

We are very privileged to enjoy an extremely supportive relationship with the Department of Human Services, particularly the staff of the Ballarat Regional Office and we acknowledge their contribution to our continued expansion and in particular towards our Skipton redevelopment project.

Our staff could not achieve the high standard of care without support and commitment from many people. The Board would like to also acknowledge the Corangamite and Pyrenees Shires, Victoria Police, CFA and Rural Ambulance Victoria.

## Conclusion

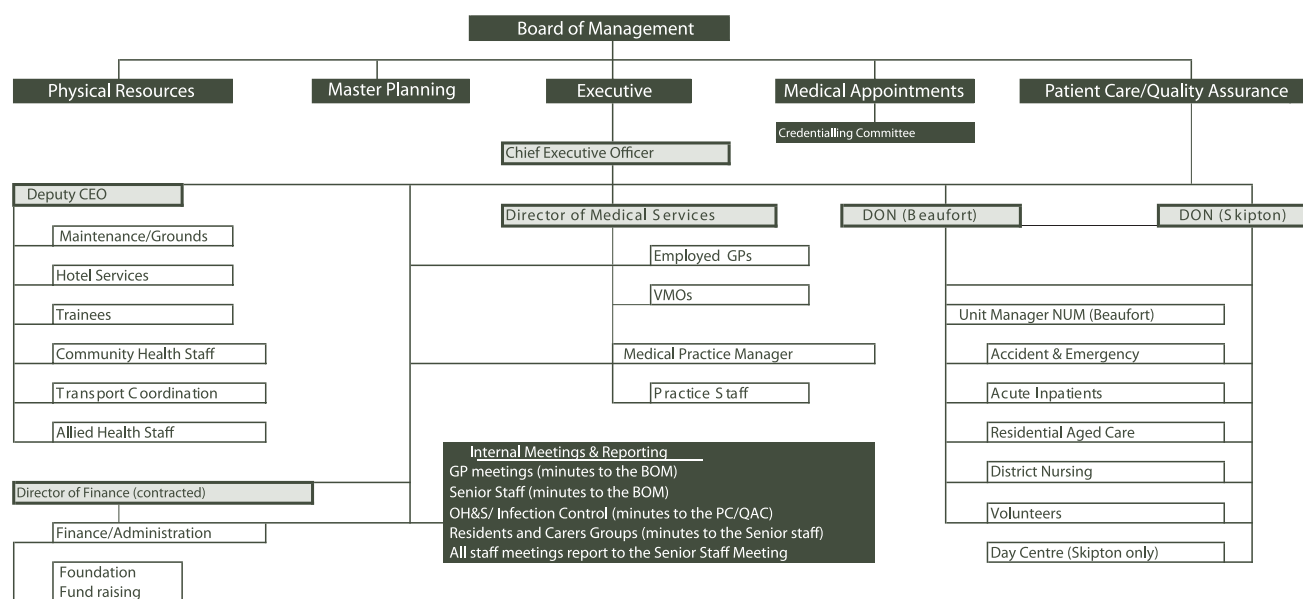
It is fantastic to have such a vibrant and functional Health Service and I wish to acknowledge the work and support of all the staff of the Health Service. Their care and professionalism ensures that our Health Service is a centre of excellence in rural health care. This would not be possible without the constructive leadership of our Chief Executive Officer and the Executive management team and I wish to publicly acknowledge their untiring efforts before the Board and community.

I would like to take this opportunity to thank the members of the Board for their support and encouragement through my term as President. All of our Board members serve in a voluntary capacity and I would like to express my thanks to them for their support and for their contribution in maintaining and strengthening the Health Service. I am grateful for their efforts, co-operation and good will.



**Hilton Bourke**  
President

## ORGANISATIONAL STRUCTURE



## HUMAN RESOURCES

### WELCOME

A welcome to all of the following persons:



### Wendy Hedges

Wendy commenced part-time with the Health Service in March of 2006 as a Welfare Worker/Counsellor at the Skipton Hospital. Wendy has a vast range of experience in counselling, previously working at the Sacred Heart Mission

in St Kilda and other various public sector health related departments/facilities.



### Tracey Ho

Tracey commenced as Practice Manager at the Health Service in April 2006, relieving for Andi Furmage who is on maternity leave. Tracey has worked extensively in the health field, most recently at the Western

Health, Day Procedure Unit. Tracey brings with her significant management experience.

### Other new staff members include:

Bernadette Sanford  
Sylvia Eastick  
Sean Rayner  
Ann Rose  
Lauren Smythwick  
Gemma Molley  
Vicki Marshall  
Laureena Sargant  
Esther Yeoman  
Nola Phelan  
Jackilyn Evans  
Wendy Kennedy

Pamela Whiting  
Michelle McKenna  
Gail Pattison  
Janet Sherritt  
Leslie Butler  
Ashlee Mayall  
Sarah McKenna  
Allison Coad  
Barbara Uebergang  
Billie Anstis  
Margaret Tiley

### Other staff members leaving include:

Judith Lacy  
Pauline Nickels  
Leonie Jorgen  
Elaine Wheaton  
Sam Ruddle  
Linda Buckley  
Sally Dobbie

Annette Jenkins  
Alison Rodwell  
Bernadette Sanford  
Karen Shiells  
Michelle Barnes  
Rebecca Biggin  
Ann Rose

### FAREWELL

Goodbye and good luck to the following persons:



### Dr Mervyn Naidoo

Dr Naidoo played an integral role in the community, as a General Practitioner at the Health Service for the past six years. Dr Naidoo has relocated to Western Australia to be closer to family. Good luck in the future and thank you for your wonderful service.

### Dr Ed Davis

Dr Davis has been the Director of Medical Services for the Health Service since 2001 and his guidance and expertise has been greatly appreciated by the Board and Management, particularly in the establishment of the Medical Practices.



### Mary Cranage

Mary left the Health Service to take up a position at Ballarat Health Services. Mary was the Nurse Unit Manager at Beaufort and we wish her well in her new role.



### Rosemary Dwyer

Our former Nurse Unit Manager at Beaufort, Rosemary left the Health Service to take up a management role at Kelaston Home. We wish Rosie all the best.

Jodielee Dwyer  
Catherine Reid  
Lynette Bunting  
Virginia Farley  
Lynette Heenan  
Betty Cooper  
Joanne Dunne

Julie Lodge  
Bronwyn Prato  
Elayne Pery  
Krystyna Antosiewicz  
Scott Walker  
Sheryl Herbert



Exercise CAN be fun

## QUALITY OF CARE REPORT INTRODUCTION

Quality improvement plays an integral role in the day to day operations of the Health Service. All staff are responsible for ensuring that quality remains at the forefront of their roles, as we continue in the quest for continuous improvement. Over the past five or six years we have seen a major shift in focus with regard to quality improvement, with the bar continually being lifted.

Our Health Service presently goes through seven (7) accreditation processes. Each of the hostels and nursing homes is accredited separately through the Aged Care Agency, the organisation as a whole goes through the Australian Council on Healthcare Standards EQulP accreditation and our two medical practices are each accredited through the Australian Agency of General Practice Limited (AGPAL). While onerous on staff, these processes have ensured that quality improvement is considered in everything we do. It should be noted that we have received the maximum accreditation period in all of these processes. A credit to all staff of the Health Service.

We believe we have a robust Quality Improvement program which audits, evaluates and makes changes where required to all departments within the Health Service. The quality culture has been embraced by all staff and it is our belief that we are well placed to ensure that we remain "in front of the pack" with regard to quality.

### KEY PERFORMANCE INDICATORS

An important aspect in any quality improvement program is disclosure, or ensuring that all problems/issues/indicators are reported to the appropriate persons or committee. It's not until problems are recognised that anyone can truly go forward and fix these problems. Our Health Service has tried to develop a culture whereby staff are encouraged to bring problems forward to management. We have developed a set of Key Performance Indicators that assist us in identifying issues, while allowing us to understand trends in specific areas. As such, the following indicators are reported and evaluated through Board levels on a regular basis:

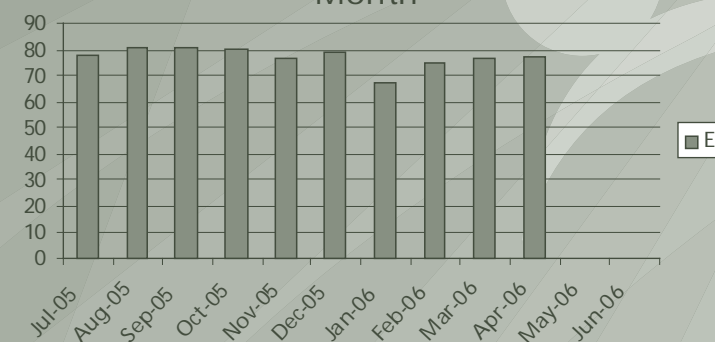
- Patient Falls
- Pressure wounds
- Weight change in residents
- Polypharmacy (where residents are using greater than 9 medications)
- Medication Management
- Depression
- Complaints management
- Financial data (solvency, liquidity, surplus/deficit data)
- Bed day data
- Linen Costs
- Utilities usage
- Staffing levels
- Sick Leave
- Work cover hours
- Staff turnover
- IT issues
- Incident numbers
- Staff immunisation and Flu vaccination
- Urinary Tract Infections
- Other Patient Infections
- Infectious Waste levels
- Cleaning standards
- Patient/Client/Staff satisfaction surveys

Cleaning Audit Results 2004 to 2006

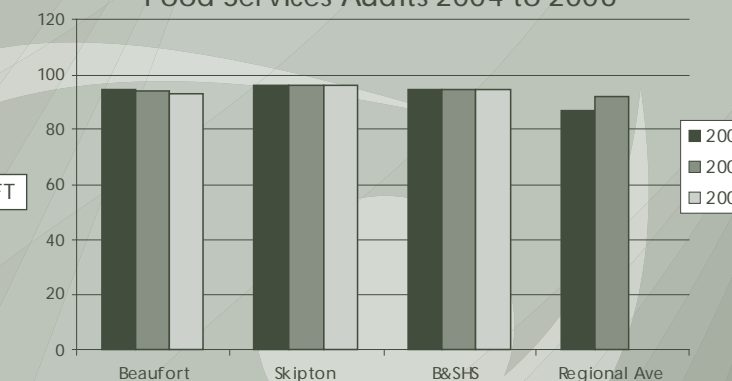


Cleaning audits completed yearly by an independent auditor through all areas of the facility. Scores are calculated as per a state-wide developed rating system.

Effective Full Time (EFT) Staff Paid for Month



Food Services Audits 2004 to 2006



Food Services audits evaluate all that processes and protocols are followed in the preparation of meals. Scores are calculated as per a state-wide developed rating system.



**Front row L to R**  
**Ms. Kathy Huett**  
 CEO – Edenhope & District Hospital  
**Ms. Meredith Finnigan**  
 DON – Edenhope & District Hospital  
**Dr. Paul Hemming**  
 RACGP- Representative  
**Dr. Phillip Hall**  
 RANZCOG Representative

**Back row L to R**  
**Robert J Carberry**  
 Member of Board (Edenhope)  
**Dr. Eshwar Madas**  
 Regional DMS (Chair)  
**Dr. Barry Alexander**  
 Sub-regional VMO Representative

## OTHER QUALITY INITIATIVES

### REDEVELOPMENT OF THE SKIPTON HOSPITAL

The major strategic objective of the Health Service over the past few years has been to progress the redevelopment of the Skipton Hospital. As such it was pleasing to finally commence construction of our new purpose built facility.

In January 2004, Silver Thomas Handley Architects and Page Kirkland Quantity Surveyors were commissioned to complete the various planning stages of the project from stage of the redevelopment. In December 2005, W.M. Flynn commenced construction of the building.

This is an extremely exciting time in the history of Beaufort and Skipton Health Service. The redevelopment will provide wonderful new facilities for patients, residents, clients and staff of the Health Service. The new facility will include 6 acute beds, 11 nursing home beds, 9 hostel beds, a

new medical practice, a community health facility and upgraded domestic services facilities. It is anticipated the redevelopment will be completed by September 2007 and the community, staff, residents and patients are looking forward to moving into their new premises.

### 2005 QUALITY FORUM

In April 1999 and in March 2002, the Beaufort & Skipton Health Service organised Quality Management Forums for community members, clients, staff, management and board members with the aim of identifying key issues and priorities in our continuing quest to deliver the best quality of service to our clients.

These Quality Management Forums were so successful the Health Service held a third Quality Forum on 9th August 2005. This most recent Quality Forum focused more attention on community consultation and on our community health services. We made an effort to invite a high number of community members. By focusing on the community we hope to provide the Health Service with a fresh perspective and voice for its Quality Care Forum.

This forum gave participants the opportunity to reassess the objectives and aims of the organisation, provide examples of areas for improvement and suggest solutions to these. Participants were made aware that this was their opportunity to raise issues and that these concerns, regardless of size, would be taken on board and assessed.

A final report was developed which provides a detailed analysis of what was discussed at the session, lists some achievements to date, prioritises issues borne from the session and suggests any follow up action required. The results of the Quality Forum 2005 will continue to form many of the strategic directions of the organisation over the next two years.

Acknowledgement should go to Hilton Bourke for facilitating the 2005 Quality Management Forum.

### SATISFACTION SURVEYS

Both client and staff satisfaction surveys are conducted across all areas and services of the organisation. The results of these surveys also assist in ensuring that our services are continually improving. Some of the significant improvements or better results from these surveys for 2005/2006 include:

#### Staff Surveys

- My organisation always tries to improve performance  
83% Satisfaction
- My organisation is committed to OH&S  
82% Satisfaction
- Staff are encouraged to report incidents or hazards  
85% Satisfaction
- My manager takes action to ensure employees' health and safety  
82% Satisfaction

#### Patient Surveys

- Staff communication with patients  
100% Satisfaction
- Patient explanation of treatment  
100% Satisfaction
- Cleanliness of environment  
100% Satisfaction
- Helpfulness of staff  
100% Satisfaction
- Attitudes of staff  
100% Satisfaction

### CREDENTIALS AND PRIVILEGING - REGIONAL DIRECTOR OF MEDICAL SERVICES

In order to minimise clinical risk and provide good professional staff it is vital that our medical officers (and professional staff) have their qualifications checked, have the essential skills and necessary back up services to undertake each particular medical procedure. This credentialing and privileging process of all medical staff is considered an essential component of good clinical governance in health care organisations.

To ensure that consistent and robust credentialing and privileging processes operate across the Grampians Region, a Regional Director of Medical Services position was created in 2005. This in part was to ensure procedures for the overall management of medical staff were in place at the seven (7) smallest regional health services. This arrangement was under the auspices of Victorian Department of Human Services and supported by the Ballarat Health Service.

A specialist committee comprising of medical staff undertakes the credentialing and privileging processes with a representative from the appropriate medical colleges in attendance to provide independent expert advice. The credentialing and privileging committee checks and advises the Boards of Management as to whether an applicant is suitably qualified for the position.

A credentialing and privileging meeting will be convened twice a year and the process is ongoing and all General Practitioners/ VMOs will be re-credentialled every 3 years. It was with much sadness that this joint venture with the small rural Health Service resulted in the resignation of Dr Ed Davis who had served the Beaufort & Skipton Health Service as the consultant Director of Medical Services since late 2001. Dr Davis provided guidance and assistance to the Health Service during the more difficult times when the Health Service was striving to establish its Medical Practices and the organisation remains extremely grateful to Dr Davis for his expertise and assistance over the many years.



*New paving for the Beaufort Hostel*

## FALLS PREVENTION

Falls prevention is vitally important both within the Health Service setting and within the community. All falls are investigated and preventative measures put in place to prevent falls and reduce injury. To this end, along with our policy of minimal restraint, the use of specialised equipment such as wandering alerts, concave mattresses and high low beds are utilised. These assist to reduce falls but allow freedom of movement. Specialists such as our physiotherapist, doctor, geriatrician, dietician and occupational therapists are also referred to, as the reasons why a person falls can be complex and varied.

## GRAMPIANS REGION QUALITY AND CLINICAL RISK MANAGER'S GROUP (GQCRMG)

This group has resulted in the Health Service participating in aiming to provide strategies and outcomes which will help address the issues and concerns relating to quality and safety of the Health Services. Representatives from both campuses participate.

## PRESSURE ULCER POINT PREVALENCE SURVEY (PUPPS)

This Victorian Quality Council Initiative continues to concentrate on pressure ulcer point monitoring and the third survey of state-wide pressure ulcer point prevalence has been undertaken at both campuses recently. The aim of this is to provide information on the type and severity of pressure ulcers in Victorian Health Services. The Health Service also conducts monthly monitoring of pressure points, the results of which are reported to the Department of Human Services, through the mandatory quality indicators for aged care.

Beaufort & Skipton Health Service also have specialist wound management staff available on both campuses, to continue to monitor and treat the incidence of pressure areas and wounds. Audits on equipment have been conducted and additional pressure reducing equipment purchased. "Murray to Moyne" funding has also enabled the Health Service to purchase 'state of the art' palliative care mattresses which are alternating pressure relief air overlays with an electric pump.

## NO-LIFT PROGRAM

This program continues to expand and has resulted in a more coordinated approach to this program with ongoing assessments, monitoring and evaluation of suitable equipment. Staff are assessed annually for their No-Lift Competency.

The No Lift Coordinators at each site continue to keep up to date with new trends and strategies via regional meetings and No Lift Expo's in Melbourne. A more recent initiative in this area is looking at the problems associated with Bariatric (extreme obesity) patients, and a regional approach is being developed for the rural health services.

## CORONIAL INQUESTS

The Patient Care/Quality Assurance Committee reviews all relevant nation-wide coroners' cases. These cases assist us in understanding potential issues that may arise in any health care facility and ensures that our regulatory requirements are met.

## INFECTION CONTROL

Infection Control Practitioner, Christine Tauschke manages five key areas of infection control, which include:

- Surveillance,
- Auditing,
- Education, training and staff resources,
- Staff Health and Orientation Program, and
- Infection Control Practitioner Training

## Surveillance

The Infection Control Program continued to utilise VICNISS – Victorian Hospital Acquired Infection Surveillance System "Type 2" Surveillance Program, for Hospitals under 100 beds. This allows us to benchmark our infection control data with that of other health services. The following are reported:

- All multi-resistant organisms continuous monthly reporting.
- All laboratory confirmed blood stream infections.
- Surgical infections to be reported as a secondary site.
- Biannual audit Health Care Workers and Measles Vaccination.

Locally, surveillance reporting is undertaken and all infections and suspected infections at acute, aged care and hostel at both campuses are monitored and reported through OH&S and Infection Control Committee.

A review has been conducted of the auditing system for all infections. This information has been collected on a monthly basis. This review now incorporates all public hospitals and allows for statewide benchmarking to occur.

## Auditing

A national Infection Control Consultancy Service provides audit tools to undertake a systematic approach to auditing. Performance indicators were used to evaluate and improve Infection Control. Areas of audit completed by July 2004 include:

- Clinical units
- Food services
- Maintenance service
- Clinical waste

Reports for clinical units and food services have been received and are benchmarked against the other 12 participating members of a regional infection control committee. As well, data can be seen from 31 other hospitals undertaking the auditing program.



Melbourne Cup Day celebrations

## Education, Training and Staff Resources

The annual program of staff in-service Infection Control included topics of:

- staff health and hand hygiene;
- management of blood and body fluid spills;
- standard and additional precautions;
- key diseases of relevance, including managing MRSA;

## Staff Health and Orientation Program

New staff members continue to be offered an orientation package, which includes a session with the Infection Control practitioner. Topics of staff immunisation are discussed, and each staff member is confidentially reviewed. The Hepatitis B vaccination continues to be voluntarily offered. The Infection Control Monitor maintains these records and has been re-programmed this year.

## RISK MANAGEMENT & OCCUPATIONAL HEALTH & SAFETY

To ensure that the Health Service operates in a manner that minimises risk to the health and safety of staff, patients, residents and consumers, we have developed a comprehensive range of policies and procedures. We also use a Department of Human Services framework known as Five Star Risk Assessment to assist us in determining levels of risk under OH&S throughout all facets of the organisation.

The OH&S Committee meets monthly and assists in ensuring safe practice throughout the organisation. Staff are actively requested to report problems or incidents through the OH&S Committee. The organisation also continues to ensure safety procedures are carried out through conducting regular audits through the quality activities program. The Essential Service Information System and general maintenance program continues to ensure the provision of safe buildings and equipment in an ongoing, systematic manner.

A Risk Management Framework has been developed and major risks across the Health Service have been identified, this forms a major component of the OH&S program.

We pride ourselves on being able to provide a safe and friendly environment for staff, residents, patients and clients of the Health Service.

## TRAINING AND EDUCATION

Education is always a priority at the Beaufort & Skipton Health Service. Staff need to feel confident and competent in their abilities to provide the best possible care, at all times, and especially in times where the medical practitioner is not available.

Inherent within this, is that the provision of confident, competent staff is vitally important to maintain the community trust and expectations. This financial year 131 training sessions were held with 856 attendances. This demonstrates not only the Board and Executive's commitment to education and training, but also the staff in attending training sessions. It is this interest and dedication to professional obligations by our staff in order to maintain current up-to-date knowledge, which is acknowledged and applauded. The staff themselves appreciate the pro active stance taken by the Board of Management to promote education.

This year as a quality initiative, the time between shifts within nursing has been better utilised with the organisation of education sessions for this hour. These sessions have incorporated outside lecturers, for example, from the prothesis clinic (Ballarat Health Services) and our own specialists, for example, wound management.

The formal approach to education and training within our Health Service is through a two pronged approach. The regional approach is through the "Highway Model" where funding is applied for as a joint venture with Health Services in the Grampians region. These Health Services meet and decide what educational sessions are to be conducted and where determined by a generic training needs analysis. This approach utilises funds more wisely, as many of the needs identified by staff are common across the region. The other approach involves the Health Service personally submitting an evaluation and plan for the next twelve months. This individual plan incorporates other lecture topics that may not have been common to the other Health Services in the region. This two pronged approach allows for maximum

usage of the funding we receive through Nurse Policy Branch of the Department of Human Services.

Our training program continues with trainee Division 2 Nurses and Personal Care Workers. Our enthusiastic approach to education is also reflected in the number of specific programs conducted. These include the Graduate Nurse Program, Division 2 Nurse trainees, Personal Care trainees, administration trainees, horticultural trainees, and information technology trainees. A large number of students are also taken on practical placement including secondary students, medical students, nursing students, social work students and personal care students. This commitment was recently acknowledged in successful funding being obtained for a clinical nurse support position, once again, through the Nurses Enterprise Bargaining Agreement 2004 (2nd Round). This position will be of great assistance as we are unable to support a nurse educator. Individually, staff have continued to pursue further academic studies. These include:

- Belinda Horsley (Fast Track Diploma of Management)
- Sue Andrews (Fast Track Diploma of Management)
- Rosie Dwyer (Fast Track Diploma of Management)
- Rosemary Cotton (Fast Track Diploma of Management)
- Andrea Flenley (Fast Track Diploma of Management and Graduate Diploma in Palliative Care)
- Karen Shields (Post Graduate Degree in Community Health)
- Erolyn Blythe (Masters in Nursing)
- Debbie Gervasoni (Masters in Business Management)
- Alison Flenley (Degree in Nursing – Div 1)
- Cathy Reid (Degree in Nursing – Div 1)
- Christine Tauschke (Post Graduate Degree in Infection Control)
- Pam Rantall (Masters in Geriatrics)
- Kathy Boyer (Certificate IV in Aged Care)
- Anna Nash (Certificate IV in Aged Care)
- Kathy Boyer (Mentorship Program)
- Sue Doyle (Certificate IV in Workplace Assessment)
- Donna Bradshaw (Certificate IV in Workplace Assessment)
- Marg O'Bree (Certificate IV in Aged Care).



*More fun at the Skipton Hostel*

## TRAINEESHIPS

The Health Service has been fortunate over the year to receive funding from the State Government Youth Employment Scheme to give youth an opportunity to gain both a formal qualification and practical experience in the workforce. Throughout the course of the year the following staff members have commenced traineeships under this scheme:

- Scott Walker – Certificate II & III in Horticulture
- Michelle Spicer – Certificate II in Hospitality
- Liz Lowther – Certificate III in Aged Care
- Rebecca Biggin – Certificate III in Aged Care
- Jodilee Dwyer – Certificate III in Aged Care
- Michelle Barnes – Certificate III in Business
- Sam Ruddle – Certificate IV in Information Technology
- Gemma Molloy – Certificate IV in Business
- Pamela Whiting – Certificate III In Aged Care
- Jamie Penney - Certificate II in Horticulture
- Jackilyn Evans - Certificate III in Aged Care
- Lauren Smithwick – Certificate IV in Nursing
- Sharon Knowles - Certificate IV in Nursing
- Sean Rayner - Certificate III in Aged Care

## HEALTH INFORMATION AND DATA COLLECTION

The Health Service prides itself on being a leader in the hospital field in terms of information and data collection. Development of a range of databases has assisted the organisation to collect, manage and analyse all data.

Health Information Officers from Ballarat Health Services provided us with all health record management requirements for the year.

## REPORT OF OPERATIONS

### GROUNDS & MAINTENANCE

We continue to have, as a priority, the maintenance of equipment and building infrastructure. We continually repair or replace equipment and infrastructure that is no longer sound. This allows for a safer and more pleasant environment for staff, patients, residents and clients of the Health Service. We are fortunate to have the services of our two handy men, Don Leslie and Garry Thompson, who meet all of our maintenance needs. The Essential Service Information System (ESIS) assists Don and Garry in ensuring that all essential and non-essential maintenance is carried out in a timely manner and to the regulatory requirements. Garry deserves particular mention for the amount of work he has put in to ensuring the building of the new Skipton Hospital remains trouble free. Garry has been the main "go to" man liaising between staff and the builders throughout the process and he has been doing a wonderful job.

We have been very fortunate to have received State Government funded Trainee Horticulture students over recent years. This year's trainee, Scott Walker, has been of valuable assistance to both Don and Garry.

### HOTEL SERVICES

The Health Service prides itself on ensuring that all nutritional requirements of resident, patients and meals on wheels recipients are fully met. The Health Service has continued to meet all requirements with relation to the preparation of meals and cleaning standards. All food is prepared in the registered kitchens at Beaufort and Skipton Hospitals in compliance with standards established through the Department of Human Services and Food Safety Victoria; menus are checked and refined in collaboration with our Dietitians, to ensure that nutritional requirements are met; and surveys are completed to ensure that recipients are happy with the quality and variety of meals.

The Health Service also continues to provide a meals on wheels service to Beaufort and Skipton and the surrounding townships. This service continues to be in high demand as our reputation for good-quality and affordable food grows throughout the catchment service. Many thanks must go to our group of volunteer drivers who deliver meals each

and every day.

Cleaning audit result across the Health Service indicate that we provide exceptionally well maintained hospitals. Well done staff.

### ACUTE SERVICES

These services revolve around the ten hospital beds at each campus which continue to provide the "original purpose" of the hospitals - which was to provide medical and nursing care for the sick within our community. This still remains an important part of the Health Service and meets a demonstrated need within the community. Today, with increasing technologies and services, the expectations of the community are greater. It is here, in line with these expectations, we have increased our acute services to include the services of allied health, medical services and community health services. Our focus has become looking at our patients as a whole, determining why, or what has precipitated this episode of care in hospital. For example, if this episode results from a fall at home, is there something that can be done to prevent this happening again. Is the patient not coping at home, do they need community services such as meals on wheels, home help, or district nursing? Do they need referrals to the social worker or our strength training program or to another service within our region? Today, it is not just about fixing the medical problem for which the patient entered hospital, it is so much more.

The discharge process is becoming more involved due to the increased care needs of our clients in the community and it is here that a coordinated approach to discharge is utilised. To this end, our nurses liaise with the community providers, such as the Pyrenees and Corangamite Shires, Community Care Options and Aged Care Assessment Services to ensure that services are appropriate and timely.

Our close affiliation with the major regional Health Services in Ballarat, Ararat and Maryborough has enabled patients to return to either Skipton or Beaufort Hospitals to convalesce and to prepare for discharge. This also happens following surgery in a metropolitan hospital. In these situations, patients are able to have their discharge planned for them by staff who know them and their current situation.

Our emergency services complement the hospital services and provide emergency care to the level of our resources. After hours, experienced nurses are provided who can assess and provide care.



*The walking group conquered the Otways*

## AGED CARE SERVICES

Hostels and Nursing Homes at each campus continue to operate at full occupancy and a number of beds in the acute section are occupied by prospective residents awaiting placement within our homes.

Aged Care is an important service within our Health Service providing quality care to clients within their twilight years and meeting community demand. Our focus is on stimulating and motivating residents while maintaining their physical condition to their optimum level. We are fortunate to have activities staff who go out of their way to make programs stimulating and suitable for our residents, whatever their capabilities. It is important to remember that even though residents cannot move or respond to us, it doesn't mean that they are not listening and understanding what is being spoken to them, and our activity staff demonstrate this concept in the one to one activities undertaken with

these residents. The activities program at the Beaufort Hostel includes individual one-on-one sessions held every three weeks, when an activity of choice is undertaken, e.g. taken shopping or go for a coffee or visiting friends. All Beaufort Hostel residents have voiced their satisfaction and enjoyment of this program.

## ACTIVITIES

Activities are provided to both Nursing Home and Hostel residents on a regular basis at both Skipton and Beaufort. Our bus trips to surrounding local areas once a month and to Ararat for concerts, as well as a recent trip to Lake Wendouree and the P.O.W. Memorial are proving to be a huge success. fish and chip luncheons and pie nights are always a success as are the bacon and egg breakfasts. Craft sessions formulated by our trainees at Skipton and volunteers at Beaufort are enjoyed by everyone. Other main events to feature have been: hosting the

Melbourne Cup Luncheon, Beaufort Hostel 10th Birthday Celebrations, Australia's Biggest Morning Tea, Christmas Party, Hawaiian Day, Mad Hatters Day, Red Indian Day, Commonwealth Games, Beaufort Hostel Show Day, Easter and Queens Birthday Celebrations and Bush Ranger and Royalty Months were held in the Beaufort Nursing Home, as well as various birthdays during the year. We also have regular visits from the Skipton Primary School Children and Streatham Westmere Skipton Red Cross. Two church services are held monthly, one during the day and one of an evening. Both are well attended. There have also been visits during the year by the Avoca Choir at Skipton and the Golden Voices Choir at Beaufort, as well as an array of different guest speakers talking on different topics from antiques to how they migrated in Australia. The programs are regularly evaluated, with residents being asked of their input to ensure that the activities meet the resident's choices and needs. All in all, we have had a very full and interesting twelve months at both campuses.

## DISTRICT NURSING SERVICE

Our District Nursing Service provides a vital link between the Health Service and community based clients. Our wonderful nurses provide a service that ensures that people are able to remain in the comfort of the own homes.

Client numbers continue to be steady and often the cases are becoming more and more complex as acute hospitals are continuing to decrease their length of stay. It is our District Nurses who often go above and beyond the call for clients without support, and these nurses are a credit to us all.

The Health Service has also continued to ensure that OH&S remains integral to all areas of operation, including District Nursing. We are looking at introducing No Lift into the District Nursing role, some staff have been to a defensive driver training course and a risk assessment form has been developed and implemented to ensure the environment in which they work are free of risks.

## MEDICAL PRACTICES

Dr Naidoo resigned and left for Western Australia in April 2006. We would like to wish him all the best in all his future endeavours. Dr Naidoo still remains in contact with the reception staff.

Andi Furmage left for maternity leave in May 2006 and we wish her all the best and good luck as a mum.

Tracey Ho commenced as Practice Manager for the duration of Andi's maternity leave. Tracey comes to us from Western Health where she was a Nurse Unit Manager of the Day Procedure Unit at Footscray.

Jacinta Jolly has joined our team as the new practice nurse and has been looked on favourably by the GPs. Jacinta has been able to attend to vaccinations, spirometry, health assessments for the over 75's and chronic disease management care plans. Jacinta has become a valued team member who also moonlights as the diabetic educator for the Health Service. Jacinta works across both campuses. The practice continues to identify and work on improvements to maintain the highest standards possible, and the best service possible to our community. OH&S standards are being monitored and some minor changes have been initiated to make sure our staff and patients continue to be safe when attending and working in the practice.

Both practice's accreditation expires in December 2007 so we can expect a visit in September 2007 from the surveyors. The Practice Manager is already working and updating data for this. All accreditation is now on-line making the work load much easier.



*A bus trip for residents*

## COMMUNITY HEALTH & COMMUNITY BASED SERVICES

Through the provision of both State and Commonwealth funding, the Health Service has established a wonderful and vibrant Community Health Program for the local communities. The program has developed over time and now boasts a comprehensive range of Allied Health professionals and Community Health workers. The Community Health Program continues to flourish, as evidenced by an increase in the demand for these services over the past twelve months. The local communities can see the social and economic benefits offered by a strong Community Health Program. The following services have been established in recent times:

- Podiatry
- Physiotherapy
- Dietetics
- Health Promotion
- Community Health Nursing
- Community Transport
- Occupational Therapy
- Pathology Collection
- Counselling
- Day Centre
- Men's Club
- Meals on Wheels
- Massage Therapy

Demand for most Community Health Services continues to be strong, and interest in almost all programs is growing. Community Health plays an integral role in ensuring patients and residents receive adequate treatment while living and staying in our bed based facilities. It also provides great value to the rest of the community, giving a range of services comparable to those on offer in larger centres such as Ballarat.

Hand-in-hand with our more clinical services, there are also a large range of health promotion, prevention, screening programs and support groups. These include:

### Physical Activity Programs

The Beaufort and Skipton Health Service Community Health Service acknowledge the importance of physical activity programs for everyone to address health conditions such as obesity, heart disease, diabetes and arthritis. These programs are also beneficial in falls prevention, and their social benefits can never be underestimated in maintaining a person's mental health. These programs are supported

by a fitness instructor and health professionals that have appropriate training.

- Weekly walking groups in Beaufort and Skipton.
- Weekly strength training groups in Skipton and Beaufort.
- Weekly bouncercise class in Snake Valley.
- Fortnightly fitness group in Carranballac
- Weekly gym stick and fitball class in Brewster
- Weekly circuit group at Derrinallum
- Fortnightly gentle, mainly chair based exercise class, with Skipton Day Centre clients following their normal group activities

We are currently in the process of setting up a fitness group at Waubra.

### On The Move Group

This group was established in 2006 to provide an opportunity for socially isolated community members from Beaufort & the surrounding community to meet and enjoy social activities together providing an informal network of support for participants in a safe and supportive environment for travel and social activities. The community bus is utilized on a monthly basis for these group outings that take participants away from their local area to experience other surrounding towns and their various attractions. The group is supported by the Community Health Nurse and helps to remove social isolation and loneliness by providing social connectedness within our communities.

### "A Pill, A Pump & A Needle"

This highly successful evening was run in response to an identified need by The Beaufort Diabetes Support Group and The Beaufort & Skipton Health Service. Diabetes is becoming a major health issue with over 7% of the Australian population diagnosed, and many more that have diabetes but are undiagnosed. A grant of \$1500 from Pyrenees Shire assisted funding for the evening. Fifty eight people attended the evening that evolved around dinner at the Beaufort Golf Club and provided information and awareness of diabetes through the very successful Alan Hopgood produced play, 'A Pill, A Pump, & A Needle'. The play was followed by an interactive forum with the

playwright, actors and local medical practitioner Dr Neil Livingston. The discussion forum provided interesting personal experiences with diabetes and identified that in addition to medication, an important component of preventing and managing diabetes required regular physical activity, nutrition awareness and weight management. Poor management of these is a major contributor to the increasing incidence of Type 2 diabetes (mature age onset diabetes), especially in the younger person with teenagers now being diagnosed.

### Out and About

Out and About is a program running from Skipton that is available to all members of the community who find that they have limitations in their ability to engage with the community and particularly in extending their social experiences beyond the local shopping centre. This program uses the Community Bus on a monthly basis to experience travel in and beyond the Health Service catchment area. Participants of this program are able to experience small local towns and their attractions. Each outing leaves Skipton at 10am and returns before 3.30pm. These times allow for maximum access for all members of the community. The group attendance encourages community connection, with participants establishing new community contacts. Destinations and activities aim to increase social contacts, knowledge and skills. Supported by the Health Promotion Officer, this program enhances social connectedness within our communities.

### Exercise Programs

Beaufort & Skipton Health Service has offered Strength Training for more than 2 years in Beaufort, with a more recent group commencing in Skipton. The Health Service has also been heavily involved in supporting the establishment of a group in Snake Valley. Physical activity is a major focus of local, State and Federal health initiatives to address issues of obesity, heart disease, diabetes type 2 and arthritis. Strength Training is supported by the Arthritis Foundation and the International Diabetes Institute. Our proactive response to the popularity of these programs and in anticipation of future legislation requirements to run these programs includes the employment of a staff member into the Community Health team with Certificate IV in Fitness who will maintain these highly successful programs.



*Dancing with the Stars – Skipton style*

## Mountain Movers

Mountain Movers was a 12-week healthy lifestyle initiative run by Beaufort & Skipton Health Service with funding provided by Grampians Pyrenees Primary Care Partnership.

This program offered participants the opportunity for cholesterol and glucose testing together with a range of other health assessment measurements to help them know and understand their current state of health. The aim of the program was to introduce lifestyle choices of participants that would influence weight, physical activity and stress, providing strategies for dealing with these issues.

Current research indicates that positive change in these key health areas will have a large influence on our future health in regards to cardiac disease and other chronic health conditions. Program outcomes indicated that all participants were able to initiate small but positive changes into their own and families lifestyles that will have health benefits in the longer term.

## Active Script

When you next go to the GP in Beaufort you might leave with more than a prescription for medications. You may have an Active Script. The Active Script program is a proactive telephone based support service for GP referred patients. It assists in motivating patients who would benefit from physical activity.

The Active Script program is supported by the West Vic Division of GPs, there are 21 GPs involved in the program, including the GPs at the Beaufort Medical Practice.

How does it work? Once your GP writes out your Active Script you will receive a phone call from Sharee Court a qualified physical fitness trainer who will assess your physical health and suggest the most beneficial physical activity for you. Sharee will then contact you regularly by phone to determine your success in getting started and how you are feeling.

Active Script has proven successful in helping to manage a range of health conditions such as cardiovascular disease, arthritis, weight imbalance and type-2 diabetes.

## Day Centre

The Skipton Day Centre meet every Tuesday at the Community Health Centre from 10am to 2pm. The average attendance is approximately 12 clients per week which includes Hostel and Nursing Home residents where possible. We have two volunteers rostered each week who prepare and serve the clients morning teas and lunches. During the year we had numerous bus trips including an overnight trip to Warnambool, which everybody enjoyed thoroughly, and a host of other trips including to Avoca, Maryborough, Snake Valley, Ross Creek, the Botanical Gardens, Beaufort and sightseeing around the local district.

We have also had guest speakers, Community Health Nurses, Physiotherapists and exercise instructors over the 12 months. We have had activities including pie making, book mark making, cooking and CPR instructions. Our ladies visited the local gardens during the Rose Show weekend, and have attended two local luncheons at Snake Valley and Linton. Other trips have included to the theatre twice, to Grovedale for sing-a-longs and to the Strawberry Farm at Teesdale. The culmination of the year was a Christmas Lunch at the Footy Rooms catered for by the Snake Valley Fire Brigade.

Well done to Rita Caldwell and Sandra Briody, and the wonderful band of volunteers for making the Day Centre such great fun for all.

## Skipton Men's Club

Isolation within rural communities can have a detrimental effect of the health and well being of individuals. Because of this, a Men's Club was formed three years ago. Our Men's Club continues to flourish, with the popular games day each fortnight enhancing social contacts. Our new members join in well with our group.

The Mens Club have met 24 times during 2005-2006, meeting at the Skipton Football Clubs on a fortnightly basis. Our average attendance is 14 per fortnight and we

have had bus trips to the harness racing, Willabaa Museum, Bird Park, RSL Club, Creswick Maze and Camperdown. We have had a diabetes educator visit and community nurse instructing CPR. We went fishing at the Skipton Reservoir. For our Christmas break up we travelled to Camperdown for a lovely meal and a flutter on the pokies. Other trips have included to the Ballarat Trots, to Hamilton, the MCG, and the Men's Shed at Kyneton. We also Celebrated St Patrick's Day, and had guest speaker about fire safety around the home.

All in all the Men's Club had a very successful and enjoyable year and thanks is once again extended to Rita Caldwell and Sandra Briody, and the wonderful band of volunteers.

## COMMUNITY SUPPORT – VOLUNTEERS

The Health Service is extremely fortunate to have in excess of 120 volunteers, who assist us in numerous capacities throughout the organisation. There are volunteer drivers for the community transport program, volunteers to assist in the delivery of Meals on Wheels, volunteers assisting with day centre and men's program activities, and volunteers who assist with gardening and activities for the residents. Without this invaluable group of people, the organisation would be unable to offer the programs mentioned above.

## PASTORAL CARE

Residents and staff are very appreciative of the ongoing support and comfort provided by all members of the clergy in both communities. Church services and prayer meetings are conducted regularly in all facilities. Members of the clergy visit regularly and are always available for individual residents when needed.



*Where would we be without our loyal band of volunteers*

## DONATIONS

The Health Service receives many generous donations from the Ladies Auxiliary and from a large range of Community Groups and various sports associations throughout the district. As well, many individual community members donate to the Health Service. We appreciate the constant support of the community.

This year, for the tenth time, the Health Service was entered in the Woody's Murray to Moyné road cycling race. Our team cycled the 520 kilometres and raised in excess of \$8,083 towards the purchase of palliative care mattresses. The Annual Appeal raised \$6,863 through a mail-out campaign, with letters sent to nearly 3000 homes and businesses in the catchment area. This went towards the purchase of vaccine fridges at each campus.

This year we were honoured to receive several large donations, including from:

- The Estate of Norman Carland
- Beaufort Wether Production Trials Committee
- Ripon Peace Memorial Ladies Auxiliary
- The Guthrie Family Charitable Trust
- Mawallock Open Garden Day
- M. McKenzie
- Skipton Progress Association
- Beaufort Community Financial Services
- ED Black Charitable Trust
- The Jack Brockhoff Foundation
- The William Buckland Foundation
- The S & C MacKinnon Trust
- Skipton Hospital Social Club

## FINANCIAL REPORT

Our audited report shows that the Beaufort & Skipton Health Service recorded a small surplus of \$69,782 excluding depreciation for the 2005/2006 financial year. In addition to the operating surplus donations of \$190,629 were received. The net assets of the health service increased by \$6.5 million as a result of Capital works funded by DHS (\$1.8 million) and revaluation of land and buildings. This is the Beaufort & Skipton Health Service's tenth consecutive surplus before depreciation (\$313,289), which is an extraordinary result considering the plight of many small rural Health Services.

The surpluses recorded over past years, are providing our Health Service with the opportunity to enhance the outcome from projects such as the rebuild of the Skipton campus, the purchase of a Health Service bus and to continually upgrade equipment.

The financial indicators reported in the audited report show that the Beaufort & Skipton Health Service is in a strong financial position.

## STATUTORY INFORMATION ACCREDITATION STATUS

The Beaufort and Skipton Health Service currently hold Accreditation status with Australian Council on Hospital Standards (ACHS) and with Australian General Practice Agency Limited (AGPAL). The four Aged Care facilities controlled by the Beaufort and Skipton Health Service have each gained 3-year accreditation from the Aged Care Standards and Accreditation Agency.

## OCCUPATIONAL HEALTH & SAFETY

The safety of staff, clients and visitors is a high priority of the Beaufort & Skipton Health Services. We encourage all staff to be actively involved in health and safety issues.

Occupational Health & Safety Committees operate on both campuses and have representatives from each area of the service. This Committee expeditiously investigates accidents and incidents. Incident reports are collated monthly and presented to the Patient Care / QA Committee.

Fire Safety and evacuation practices are routinely held in

co-operation with the local C.F.A.

Manual handling or lifting is a prime concern, and our physiotherapists provide annual educational sessions.

## BUILDING ACT COMPLIANCE

All buildings, plant and equipment owned and/or operated by the Beaufort & Skipton Health Service are maintained in accordance with the requirements of relevant statutory authorities.

All building works performed by or on behalf of the Health Service comply with requirements of the building code of Australia and other applicable Australian Standards, statutory authority or code of practice.

## COMPLAINTS AND COMMENDATIONS

All complaints received by the Health Service, whether verbal or written, are investigated and resolved as promptly as possible. Complaints and commendations are collected and stored on a database and presented to the Patient Care/Quality Assurance Committee for investigation in accordance with the guidelines established by the Health Services Commissioner.

## WORKCOVER

The premium cost for 2005/2006 year was \$100,606 in total. Training sessions aimed at reducing workplace accident and injury, early return to work strategies and equipment upgrades continue.

## PUBLICATIONS

All publications produced by the Beaufort & Skipton Health Service are available to interested members of the community and are available upon application to the Chief Executive Officer.

Brochures are produced to enhance community awareness of the services that are available at the Health Service.

## INDUSTRIAL RELATIONS

There were no occasions of localised industrial action that caused staff time loss during the financial year.



*A sign of the times*

**CONSULTANCY SERVICES**

There were no consultancies conducted during the 2005/2006 year.

**PECUNIARY INTEREST**

According to Statutory requirements Board Members declare pecuniary interest annually and when appropriate during Board deliberations.

**SETTING FEES**

The Health Service charges fees in accordance with the Department of Human Services fee manual, as stipulated in the Department's conditions of funding Publication.

**FREEDOM OF INFORMATION**

Mr Peter Appledore, Chief Executive Officer, is the nominated Freedom of Information Officer. The Beaufort & Skipton Health Service is subject to the provisions of the Freedom of Information Act 1982. During 2005/2006, no FOI applications were processed.

**EQUAL OPPORTUNITY**

The Beaufort & Skipton Health Service complies with the Public Sector Management and Employment Act 1998. This covers conduct, selection protocols, grievance procedure and managing diversity.

**WHISTLEBLOWERS PROTECTION ACT**

The Whistleblowers Protection Act 2001 came into effect on 1 January 2002. The Act is designed to protect people who disclose information about serious wrongdoings within the Victorian Public Sector and to provide a framework for the investigation of these matters. Disclosure of improper conduct by the Beaufort & Skipton Health Service or its employees may be made to the CEO or The Ombudsman Victoria Level 22, 459 Collins Street Melbourne or Toll Free 1800 806 314. No disclosures under the Act were received during 2005/2006.

**RIPON PEACE MEMORIAL HOSPITAL AUXILIARY**

The Ladies Auxiliary continues to provide wonderful support for the Health Service and purchases much needed equipment for our residents and patients:

Through the course of the financial year the Auxiliary purchased the following items

- Clocks
- Podiatry stools
- Pictures for the Nursing Home
- Candles
- Vases
- An assortment of other homely items

These assist to make our facilities more homely and a more pleasant place to be. The Health Service wishes to thank all the Auxiliary members for their excellent support during the year.

Once again we placed a substantial sized advertisement in the Pyrenees Advocate in support of Beaufort & Skipton Health Services riders in the Murray to Moyne Bike Ride. This year my wife & I joined the support team on the ride. What an eye opener! We ourselves have always supported the riders financially with a donation, but after being there and seeing the sheer guts & determination of those riders, our mere donation almost seemed to be an insult. Their commitment to the community and the sacrifices they make to raise funds for our Health Services sends a shiver down your spine. Their comradeship and team work brings a tear to the eye. I recommend becoming involved in this event to anyone able to assist. It's a very rewarding experience.

In my last report I expressed the need for a healthy relationship between BASHS and the Foundation & the wish to see a joint fundraising venture between ourselves and B&SHS. Sub-committees have been formed and this has proven to be very fruitful.

I would like to take this opportunity to thank our Treasurer Len Carey on his tireless efforts in making the Rainbow Serpent Festival happen and to raise \$10,000 for the Foundation.

We have this year forwarded \$20,000 to BASHS towards landscaping & paving between the Hostel & the Hospital, improving the outlook in that area but also improve the safety aspect for everyone using that area.

I wish to express my sincere thanks to all the Directors for their contribution and support throughout the year, and a special thanks to our Secretary Venita for her dedication and support.

**Chris Johnston.**  
Chairman

**BEAUFORT & SKIPTON HEALTH SERVICE FOUNDATION LTD**

(FORMERLY RIPON PEACE MEMORIAL HOSPITAL FOUNDATION LIMITED)  
A.C.N. 057 005 679

**CHAIRMAN'S REPORT**

On behalf of the Beaufort & Skipton Health Service Foundation Limited it gives me great pleasure to present the 14th Annual Report.

It seems that the nagging from a couple of our directors to Malcolm Fletcher has paid off. Malcolm now feels that he has the time to come on board with us. We look forward to the valuable support that he will give to the foundation. Welcome aboard and thankyou Malcolm.



**BEAUFORT & SKIPTON HEALTH SERVICE FOUNDATION LTD**  
(FORMERLY RIPON PEACE MEMORIAL HOSPITAL FOUNDATION LIMITED)  
A.C.N. 057 005 679

**DIRECTORS' REPORT**

Your directors present their report on the company for the financial year ended 30th June, 2006.

**DIRECTORS**

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

- |                  |               |
|------------------|---------------|
| Robert Pelletier | John Finch    |
| James Troup      | Lenard Carey  |
| R. Beggs         | W. Robert     |
| Peter Stapleton  | Ian Pitt      |
| Chris Johnston   | Venita Dridan |
| Malcolm Fletcher |               |

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

**COMPANY SECRETARY**

The following person held the position of Company Secretary at the end of the financial year.

**Venita Dridan**  
Administrator

**PRINCIPAL ACTIVITIES**

The principal activities of the company during the financial year were:

To support the Beaufort & Skipton Health Service Board of Management formerly known as Ripon Peace Memorial Hospital by fostering financial assistance for the continued development and improvement of hospital services and facilities.

To invite participation in the hospital's future.  
To encourage the making of gifts, including bequests, for the benefit of the hospital.

**BEAUFORT & SKIPTON HEALTH SERVICE FOUNDATION LTD**  
(FORMERLY RIPON PEACE MEMORIAL HOSPITAL FOUNDATION LIMITED)  
A.C.N. 057 005 679

**OPERATING RESULTS**

The surplus of the company for the year amounted to \$53,163

**DIVIDENDS**

The Constitution of the company specifically prohibits the payment of dividends to its members.

**REVIEW OF OPERATIONS**

A review of the operations of the company during the financial year reveals that although there was a reduced level of activity during the year, the Company still provided a significant benefit to the Hospital

**AFTER BALANCE DATE EVENTS**

No matters or circumstances have arisen since 30th June, 2006 that have significantly affected or may significantly affect the operations of the Company, the result of those operations; or the state of affairs of the Company, in future financial years

**DIRECTORS' BENEFITS**

Since the end of the previous financial year no Director of the Company has received or become entitled to receive a benefit by reason of a contract made by the Company with the Director or with a firm of which he is a member or with a Company in which he has a substantial financial interest, nor has the company agreed to indemnify any directors.

**INFORMATION ON DIRECTORS**

Name	Appointed	Occupation	Position
Mr. I. Pitt	1995	Manager	
Mr. C. Johnston	1995	Business Proprietor	Chairman
Mr L. Carey	1992	Managing Director	Treasurer
Mrs. V. Dridan	2002	Administrator	Secretary
Mr. J. Finch	1992	Manager	
Mr. R. Beggs	1992	Farmer	
Mr. J. Troup	2004	Farmer	Vice Chairman
Mr. P. Stapleton	2002	Retired	
Mr. R. Pelletier	2005	Horticulturist	
Mr. M. Fletcher	2006	Farmer	

As the company is limited by guarantee, no shares or options are held by any of the directors.

**MEETINGS OF DIRECTORS**

During the year ended 30 June 2006, 3 meetings of directors were held. Attendances were:-

	Directors Meetings	
	Not Eligible to Attend	Attended
Mr. P. Stapleton	3	3
Mr. C. Johnston	3	2
Mr. J. Troup	3	3
Mr. L. Carey	3	3
Mr. M. Fletcher	1	1 Appointed 30.05.06
Mr. J Finch	3	0
Mr. R Beggs	3	2
Mr. I. Pitt	3	1
Mr. R. Pelletier	3	2
Mrs V. Dridan	3	3

**BEAUFORT & SKIPTON HEALTH SERVICE FOUNDATION LTD**  
 (FORMERLY RIPON PEACE MEMORIAL HOSPITAL FOUNDATION LIMITED)  
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There were no other meetings of directors or meetings of committees of the Board.

**ADOPTION OF AUSTRALIAN EQUIVALENTS TO IFRS**

As a result of the introduction of Australian equivalents to International Financial Reporting Standards (AIFRS), the company's financial report has been prepared in accordance with those standards. After consideration of the measurement and recognition criteria contained in the AIFRS, it was considered appropriate to state the comparative figures in the financial report at the amounts equivalent to that recorded under the previous Generally Accepted Accounting Principals (GAAP). Accordingly, no reconciliation has been provided in this report as otherwise required under AASB 1 First-time Adoption of Australian Equivalents to International Financial Reporting Requirements.

**AUDITOR'S DECLARATION**

The auditor's independence declaration under section 307C of the Corporations Act 2001 is set out on page 3 for the year ended 30 June 2006.

Venita Dridan  
Secretary

Lenard Carey  
Director

**DIRECTORS' DECLARATION**

The directors of the company declare that:

1. The financial reports and notes, as set out on pages 4 to 7.2, in accordance with the Corporations Act 2001,

(a) comply with Accounting Standards and the Corporations Regulations 2001; and

(b) give a true and fair view of the financial position as at 30 June 2006 and 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 and is signed for and on behalf of the directors by:

Venita Dridan  
Secretary

Lenard Carey  
Director

Dated: 17th August 2006

**BEAUFORT & SKIPTON HEALTH SERVICE FOUNDATION LTD**  
 (FORMERLY RIPON PEACE MEMORIAL HOSPITAL FOUNDATION LIMITED)  
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**AUDITOR'S INDEPENDENCE DECLARATION UNDER SECTION 307C OF THE CORPORATIONS ACT 2001 TO THE DIRECTORS OF BEAUFORT & SKIPTON HEALTH SERVICES FOUNDATION LTD**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2006 there have been:

- no contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit, and
- no contraventions of any applicable code of professional conduct in relation to the audit.

*Signed this 17th day of August, 2006*

Robert H Glass  
HMG ACCOUNTING  
Chartered Accountants  
9 Creswick Road  
Ballarat Vic 3350

**AUDITOR'S REPORT**

**SCOPE**

I have audited the financial report being the Directors' Declaration, Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and notes to forming part of the financial statements of the Beaufort & Skipton Health Service Foundation Ltd for the financial year ended 30th June 2006. The Company's directors are responsible for the financial report. I have conducted an independent audit of this financial report in order to express an opinion on it to the members of the Company.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatements. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements and statutory requirements so as to present a view which is consistent with my understanding of the Company's financial position and performance as represented by the results of its operations and its cash flows.

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

**Audit Opinion**

In my opinion, the financial report of Beaufort & Skipton Health Service Foundation Ltd is in accordance with:

- (a) the Corporations Act 2001, including:
  - i) giving a true and fair view of the Company's financial position as at the 30th June 2006 and of its performance for the year ended on that date; and
  - ii) complying with Accounting Standards in Australia and Corporations Regulations 2001; and
- (b) other mandatory professional reporting requirements.

Robert H. Glass  
Chartered Accountant  
*Signed at Ballarat the 17th day of August, 2006*

## BEAUFORT &amp; SKIPTON HEALTH SERVICE FOUNDATION LTD

A.C.N. 057 005 679

**INCOME STATEMENT**

FOR THE YEAR ENDED 30TH JUNE 2006

	2006 \$	2005 \$
<b>REVENUE</b>		
Donations		
- General	24,033	5663
- Hostel	-	-
Memberships	500	1000
Funerals	-	-
Interest	30,531	28,157
	<u>\$ 55,064</u>	<u>\$ 34,820</u>
<b>EXPENDITURE</b>		
Accounting	40	-
Advertising	131	88
Audit Fees	880	853
Australian Securities Commission Fees	105	170
Bank Fees	1	5
Postage & Telephone	60	156
Printing & Stationery	460	77
Sundry Expenses	224	528
	<u>\$ 1,901</u>	<u>\$ 1,877</u>
<b>Surplus/(Deficit) attributable to members</b>	<u><u>\$ 53,163</u></u>	<u><u>\$ 32,943</u></u>

The accompanying notes form part of these financial statements.

## BEAUFORT &amp; SKIPTON HEALTH SERVICE FOUNDATION LTD

A.C.N. 057 005 679

**BALANCE SHEET**

FOR THE YEAR ENDED 30TH JUNE 2006

	Note	2006 \$	2005
<b>CURRENT ASSETS</b>			
Cash	2	30,343	6,830
Investments	3	558,600	521,425
Receivables	4	6,685	13,330
Total Current Assets		<u>595,628</u>	<u>541,585</u>
Total Assets		<u><b>\$ 595,628</b></u>	<u><b>\$ 541,585</b></u>
<b>CURRENT LIABILITIES</b>			
Creditors & Borrowings		880	-
Total Liabilities		<u>880</u>	<u>-</u>
<b>NET ASSETS</b>		<u><b>\$ 594,748</b></u>	<u><b>\$ 541,585</b></u>
<b>EQUITY</b>			
Retained Surplus		<u>594,748</u>	<u>\$ 541,585</u>
<b>TOTAL EQUITY</b>		<u><b>\$ 594,748</b></u>	<u><b>\$ 541,585</b></u>

The accompanying notes form part of these financial statements.

BEAUFORT & SKIPTON HEALTH SERVICE FOUNDATION LTD  
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**STATEMENT OF CHANGES IN EQUITY**  
FOR THE YEAR ENDED 30TH JUNE 2006

	Retained Surpluses \$	Total \$
Balance at 1 July 2004	508,642	508,642
Net Surplus attributable to Members	32,943	32,943
<b>Balance at 30 June 2005</b>	<b>\$ 541,585</b>	<b>\$ 541,585</b>
Balance at 1 July 2005	541,585	541,585
Net Surplus attributable to Members	53,163	53,163
<b>Balance at 30 June 2006</b>	<b>\$ 594,748</b>	<b>\$ 594,748</b>

*The accompanying notes form part of these financial statements.*

BEAUFORT & SKIPTON HEALTH SERVICE FOUNDATION LTD  
A.C.N. 057 005 679

**STATEMENT OF CASH FLOWS**  
FOR THE YEAR ENDED 30TH JUNE 2006

	2006 \$	2005 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>		
Receipts from Donations (etc)	24,533	6,663
Payments to Suppliers	(1,020)	(1,877)
Interest Received	37,176	21,425
Payments to Principal Beneficiary	-	-
Net Cash provided by Operating Activities	60,689	26,211
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>		
Receipts from Investments	-	-
Payments for Investments	(37,176)	(21,425)
Net Cash provided by Investing Activities	(37,176)	(21,425)
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>		
Repayments of Borrowings	-	-
Net Cash used in financing activities	-	-
Net Increase / (Decrease) in Cash Held	23,513	4,786
Cash at Beginning of Year	6,830	2,044
<b>Cash at End of Year</b>	<b>\$ 30,343</b>	<b>\$ 6,830</b>

*The accompanying notes form part of these financial statements.*

BEAUFORT & SKIPTON HEALTH SERVICE FOUNDATION LTD  
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**NOTES TO AND FORMING PART OF THE FINANCIAL REPORTS**  
FOR THE YEAR ENDED 30TH JUNE 2006

**Note 1:  
Statement of Accounting Policies**

The financial report is a general purpose financial report that have been prepared in accordance with Accounting Standards and other mandatory professional reporting requirements and the Corporations Act 2001. The financial report has been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the material accounting policies adopted by the company in the preparation of the financial report.

**Income Tax**

No income tax was paid or is payable as the company is exempt from paying income tax.

**Investments**

Investments held by the Foundation are shown in the Balance Sheet at cost.

**Members Guarantee**

The Company is limited by guarantee. If the Company is wound up, the Constitution states that each member is required to contribute a maximum of \$20 towards meeting any outstanding obligations of the Company.

BEAUFORT & SKIPTON HEALTH SERVICE FOUNDATION LTD  
A.C.N. 057 005 679

**STATEMENT OF CHANGES IN EQUITY**  
FOR THE YEAR ENDED 30TH JUNE 2006

	2006 \$	2005 \$
<b>Note 2: Cash</b>		
Cash on Hand	51	51
Cash at Bank – Bendigo Bank	30,292	6,779
	<u>\$ 30,343</u>	<u>\$ 6,830</u>
<b>Note 3: Investments</b>		
CURRENT		
Foundation Investments	558,600	521,425
Term Deposits	—	—
	<u>\$ 558,600</u>	<u>\$ 521,425</u>
<b>Note 4: Receivables</b>		
Accrued Income	6,685	13,330
	<u>\$ 6,685</u>	<u>\$ 13,330</u>
	=====	=====

## DONATIONS

V & A Abdilla	D Byrne	T Fletcher	I & D Johnson	R Molomby	H Saloustrous
C Adams	R Byrne	Foodwise Supermarket	J Johnson	PA & JA Morcombe	BL & KJ Sandlant
D Adams	T & F Cahill	A & J Franc	M Johnston	V Morcombe	N Sangster
R Addison	TF & MJ Cahill	J Franc	Jolly Family	A & S Morrison	P Schembri
S Akers	S & D Cairns	P Franc	D Jovanovic	E Mulcahy	D Scott
RB & LM Alexander	CW & R Caldow	T Franc	DE & JM Jury	L Murnane	G Scuffins
B Alexander	N Calvert	L Frances	C Keays	S Murphy	D Shanks
L Alexander	I Cameron	C Fraser	N Keith	G Murray	M Shearn
B Amarwt	L Canny	E Gardiner	B Kellett	S Murray	S Sheedy
Amcor Ballarat	Carers Association	JA Gardiner	O Kelly	S M C Murray	J Siermans
P Anderson	S Carey	K Gillespie	F Kidd	S Murrell	Skipton Hospital Social Club
Angels Café	J Carland	N & E Gillespie	G Kirkpatrick	A Nash	Skipton Hotel
S Antic	Estate of NF Carland	P Glare	J Kirkpatrick	C Neil	Skipton Primary School
P Appledore	S Carmen	Peter Glare & Associates	M Kuczer	D Neilson	Skipton Progress Association
T Attrill	I Chandler	K Glenister	J Lalor	J & B Nichols	Skipton Roadhouse
H Avery	M L Chapman	K Goldberg	M Lambert	G & D Notman	A Sloper
D & D Bain	R Chappell	Golden Age Hotel	M Lampsen	M O'Connor	D Smith
G E Baker	D Chester	Gorst Rural Supplies Pty Ltd	Landmark	P Oddie	E Smith
SJ BB & GS Baker	F Clark	P Gorst	G Lang	H O'Hara	L Smith
M Baldwin	P Clark	Grant Transport	R E & V A Larkens	A Orr	M Smith
B Barker	EA & VE Coad	B Grant	R Larkens	D Ostrom	T Smith
D Barling	G Cockburn	G Grant	M Larmour	T Ostrom	K Sproules
J Barnes	H Cocking	V Graves	S D Lewis	K Parker	R Standeven
M Barr	M Collins	D Gray	Lexton Automotive	G Pearce	B Stanton
J Barry	J Connor	L Green	GE & RJ Lines	R Perryman	B Stephens
S Bashford	V Conron	S & B Greenbank	Lions Club of Skipton	B & P Peters	R Sturgeon
A Baulch	S Cooper	S Greenbank	S Lipscombe	S Phillips	P Sutton
J Baulch	R & L Cooper	B Grist	A Little	B Piert	DJ Symes
F & D Beames	Corangamite Shire	W Grist	W Little	J Piert	T Taylor
P Beaton	WR & LE Corbett	C J & P E Gustus	R Livingston	N Pitcher	D Templeton
M Beattie	S Cornish	Guthrie Family Charitable Trust	Loader Family	C Plunkett	M Thain
Beaufort Community Financial Services Ltd	M Cox	C Hains	A Lofts	D Plunkett	H Thompson
Beaufort Country Chickens	D Crick	S Hains	C Lofts	K Pongho	D & K Thomson
Beaufort Hardware	S Crick	Hains Windscreen	G Lofts	K Porter	K Thomson
Beaufort Hospital Christmas Raffle	W Crick	L Hannan	J Lofts	N Poustie	L Thomson
Beaufort Joinery	J Cuthbertson	B Hare	R Lofts	T B Preece	P Thomson
Beaufort Milkbar	CWA Beaufort Branch	C Hare	P & R Lomas	A Preston	T & L Thomson
Beaufort Produce	J Davies	J Hare	N Lyons	M Pretty	K Tiley
Beaufort Service Group	R Davis	R Hare	H Machin	D Pyror	P Tiley
Beaufort Smash Repairs	J & J Dawson	RS & J Hare	RA & KM Machin	J Pump	Toll Bar Café
Beaufort Wether Production Trials Committee	J Day	D Harris	The S & C Mackinnon Trust	K Purkis	G Torney
WRR & MH Beggs	NL Day	L Hart	G Maeree	Pyrenees Advocate	D Toulmin
D Berry	R Day	A Hatcher	P Maher	Pyrenees Shire Council	R Trengove
W Biggin	V Day	B Hayes	S & J Mahony	M Quinn	G Veale
N Black	L Debono	JD Heffron	HR Manion	B & G Quirke	R Vovlies
ED Black Charitable Trust	H Ditko	K & E Herbert	A Mark	J Radt	H Waldron
K Blackwell	Douglas	F Herberston	P Marrunan	Raglan Hall & Rec. Res. Comm.	N & J Waldron
R & K Blood	C Down	D Hill	L Martin	Rapini Pty Ltd	G Walker
M Bouchier	HA & KL Draffin	L Hillier	Martin Family	R Rayner	S Wallish
J Bourke	Draffin Transport Pty Ltd	F & J Hinchcliffe	J Martin	J Read	K Walsh
S Boyle	B Driscoll	N Hobson	Mawalok Open Garden Day	R J Read	GW Watkins
M Bray	L Driscoll	P Hooke	R McArthur	Beaufort Resource Centre Staff	P Watson
C Briody	J Dunn	D Hopkins	ID & D McBride	M Rice	T Watson
J G Briody	L Dwyer	T Horner & M Trainor	TW & JM McCartney	M Ridsdale	W & K Weatherly
R Broadbent	L Dwyer	R Horsley	L McCarty	M Ringin	T Weaver
The Jack Brockhoff Foundation	Dyer Family	J Horwill	P McCunnie	J Rivett	E Welsh
A Brophy	J Eastick	GM & LM Howlett	S McDonnell	A Roberts	D Whelan
L Brophy	L Ellingham	S Howther	J McDougall	S Roberts	J White
C Brown	WR Ellis	M Hucker	D McErvale	C Robinson	MP & W D White
M Brown	W Elwynn-Jones	K Hudson	M McIntyre	DJ & EM Roddis	R White
P Brown	A Ennerst	A Hunt	E & M McKay	B Rosser	J Whiting
A Bruty	Eureka Concrete	S Hunter	M McKenzie	Rotary Club of Beaufort Inc	R Wilkinson
G & J Bruty	R & P Evans	C Hutchings	R J McKenzie	B Rowe	G & K Williams
H Buckland	J Fay	IGA Friendly Supermarket	I & P McLean	J Rowe	J Williams
The William Buckland Foundation	Fayes Hair Formation	J.A.C.	Michael Unwin Wines	J Roxburgh	N Willis
P Burns	G Flanagan	M Jantzen	J & I Miles	MD & SM Roxburgh	P Wilson
S Bush	I Fleay	P Jeffrey	J Millar	RPMH Ladies Auxiliary	J & R Wise
K Butler	A Flenley	M Jenkins	R Millar	RSL Ripon - Bft Sub branch	R Wood
		J Jess	WJ & I Millar	C Russell	N & M Wright
		T Jess	J Mitchell	C Ryan	N Wright
		G Johnson	M Molloy	K Ryan	

# BEQUEST

A bequest to the Hospital is a thoughtful and sincerely appreciated means of providing for new equipment or building expenses. The Chief Executive Officer or President of the Board of Management will be pleased to answer any questions concerning bequests, and confidentiality is assured.

For assistance when making or altering your Will, the following Form of Bequest is suitable:

## FORM OF BEQUEST

I, .....bequest to the Beaufort & Skipton Health Service

Address: Havelock St Beaufort in the State of Victoria

the sum of \$ ..... and I direct that the said bequest be in aid of that institution.

I further direct that the said bequest shall be paid free of duty, and that the receipt of the Chief Executive Officer or President of the Board of Management of the Beaufort & Skipton Health Service shall be sufficient discharge for the payment thereof.

Signature: .....

Full Name: ..... Date: .....

Witness

Signature : .....

Full Name: ..... Date: .....

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