

# STAWELL DISTRICT HOSPITAL

1983 - 84



125th ANNUAL REPORT

This report is presented to you

**with the Compliments**

of the

**President and Committee**

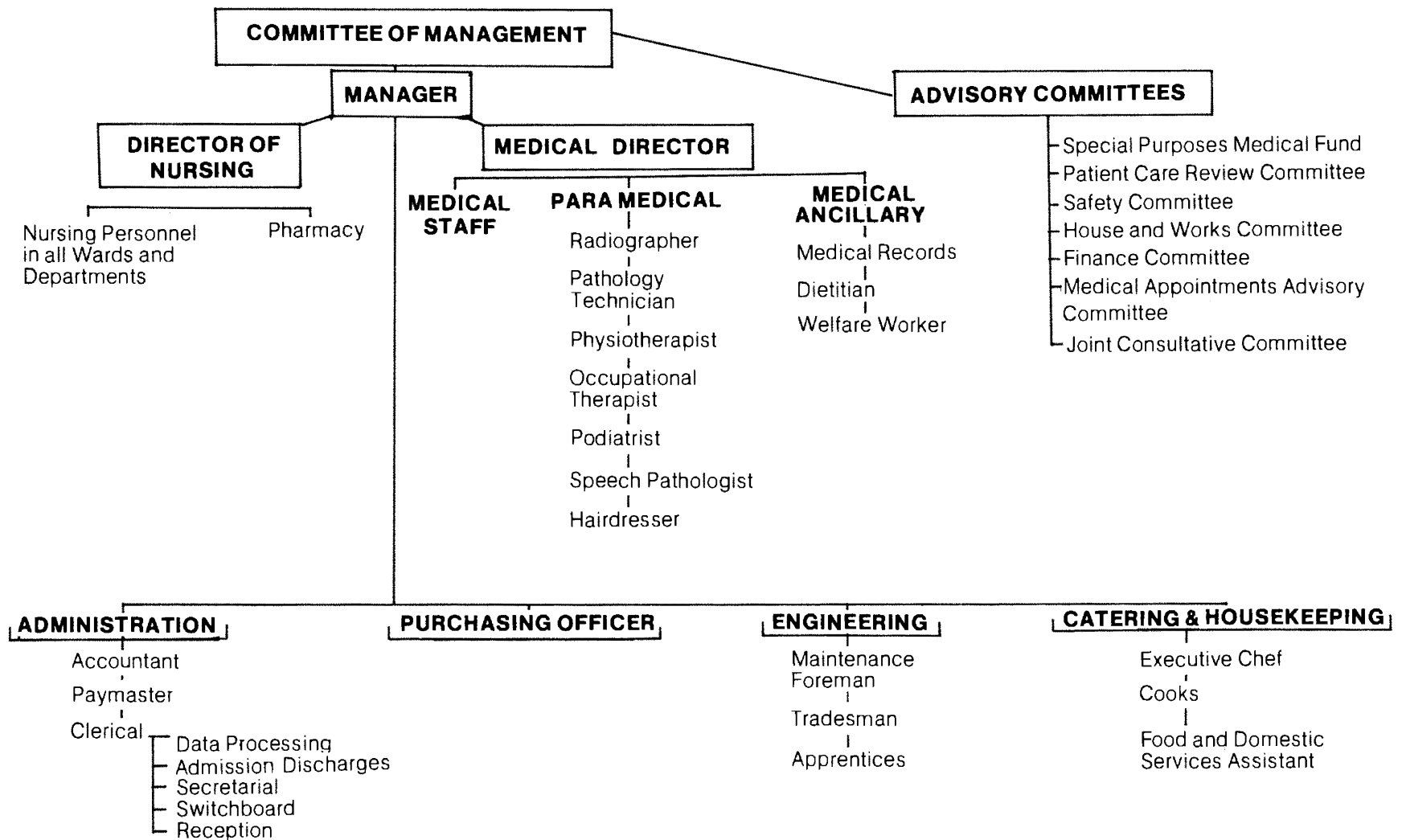
of

**THE STAWELL DISTRICT HOSPITAL**

in appreciation of your support and interest

New Kitchen Complex:  
Occupied 24th August, 1984.

# STAWELL DISTRICT HOSPITAL ORGANIZATIONAL CHART



Revised March 1984

# ANNUAL REPORT

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## OFFICE BEARERS AND COMMITTEE 1983 - 1984

**President:**

Dr R. N. Castle, M.B., B.S.

**Senior Vice-President:**

Mrs M. I. Blake

**Junior Vice-President:**

Mr J. T. Bennett

**Treasurer:**

Mr G. R. Hall, A.A.S.A.

**Board of Management:**

Mrs J. D. Earle

Mr G. B. Fuller

Mrs F. L. Holden

Mr A. E. Howells

Mr N. R. Illig

Miss J. C. Langsford

Mr J. D. McCracken

Mr R. C. Stone

**Auditors:**

Green, Taylor, Ainsworth & Ryan

**Solicitors:**

J. H. Webb & Seng Hpa

**Bankers:**

Australia and New Zealand Banking Group Ltd.

**Architects:**

Demaine Partnership Pty. Ltd.

**EXECUTIVE STAFF:**

**Manager:**

Mr M. B. Delahunty, B.Ec., A.A.S.A.

**Medical Director:**

Dr D. K. Douglas, M.B., B.S., F.R.A.C.G.P., M. Admin., A.H.A.  
F.R.A.C.M.A.

**Director of Nursing:**

Mr B. Fowkes, R.N., D.N.E., W.S.Certificate, F.C.N.A.



BACK ROW, L-R: Mr A. Howells, Mr J. Bennett, Mr R. Illig, Mr R. Stone, Mr D. McCracken, Mr G. Fuller, Mr G. Hall.  
FRONT ROW, L-R: Miss J. Langsford, Mrs M. Blake, Dr N. Castle, Mrs J. Earle, Mrs F. Holden.



# REPORT OF THE COMMITTEE OF MANAGEMENT

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It is indeed my pleasure to present to you the Life Governors, Members and Contributors of the Stawell District Hospital the 125th Annual Report and Financial Statements of Account for the year ended 30th June, 1984.

The hospital has again had another busy year. The basic barometer for measuring activity, patient bed days, increased from 19,178 in 1983 to 19,450 for the current year. This number of bed days resulted in the hospital and the nursing home having a combined percentage occupancy of 85% — a very high figure indeed.

## FINANCE

Whilst noting the increase in activity it is also very pleasing to be able to report that the hospital was able to complete the year within its approved budget as set by the Victorian Health Commission. The budget allocation was substantially reduced this year due to the 1.5% reduction in all public hospital budgets. To finish within budget reflects highly on the Board of Management Finance sub-committee and all staff who closely monitored expenditure levels during the year. A detailed report of the hospital's financial and statistical activities is provided later in this report.

## COMMITTEE OF MANAGEMENT

The membership of the Committee of Management remained stable during the year. The Governor-in-

Council re-appointed the following three committee members for a further term of three years — Mrs M. Blake, Mr G. Hall and Mr R. Stone.

In November 1983 Mr G. Fuller represented the committee at the Australian Hospital Association's National Congress in Canberra. Mr Fuller was particularly impressed by the variety of community outreach activities conducted by several hospitals throughout Australia. This has resulted in Mr Fuller being a major force behind this hospital considering the role it can play in community activities with the expectation that major developments will be seen in this area during the coming year.

Mrs J. Earle and Mr R. Stone took the opportunity to attend a Board Member Education Seminar conducted by the Australian Hospital Association in March which proved to be a most beneficial seminar.

It is gratifying to be able to report that the Committee's of Management of the Stawell and Ararat Hospitals have continued to meet formally on a regular basis. It is through these meetings that both hospitals review the services currently shared by both hospitals and to explore other services that could be shared to each hospital's mutual advantage.

## STAFF

The committee is very conscious of the high standard of patient care provided by this hospital. They are also



Hospital Manager, Mr Michael Delahunty



Hospital President, Dr Norman Castle

# REPORTS

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very conscious of the fact that this would not be possible without the dedicated team approach displayed by all staff. A questionnaire, which patients on discharge may voluntarily and anonymously complete, have confirmed the committee's belief that the quality of patient care provided to patients by the staff of this hospital is an asset that the Stawell community can be justly proud of.

The need to appoint a number of senior staff during the previous two years was not the case in the year under review. This has allowed the hospital to be a stable unit and is reflected in the high staff morale evident in all departments.

One pleasing appointment this year was the appointment of Mr Philip Perry as the town's Welfare Officer. Mr Perry's services are in keen demand confirming the need for this type of professional. The funding for this position is shared between the Stawell Town Council and the Hospital, an arrangement that has proved to be a great source of satisfaction to both committees.

Mr Stephen Ramsdall the Assistant Director of Nursing resigned his position in June 1984. Stephen played an important role in the hospital during the past two years and his enthusiasm will be sadly missed. The Committee of Management wish Stephen well in his most important appointment to Deputy Director of Nursing at the Port Augusta Hospital, South Australia.

On June 13th and 14th the hospital was surveyed by surveyors from the Australian Council on Hospital Standards. These two days of the survey were the culmination of two years preparation by all departments within the hospital.

The Committee of Management voluntarily invited the Australian Council on Hospital Standards to survey this hospital.

The survey team was made up of a Director of Nursing, Medical Director and a Chief Executive Officer from major public hospitals in Melbourne.

The surveyors task was to compare the hospital standards as against the standards specified in the accreditation guide. The standards specified in the accreditation guide are developed in consultation with national professional health care organisations.

The standards specified are constantly re-evaluated which gives the standards considerable validity and credibility.

The detailed report of the surveyors is compiled and then submitted to the Australian Council on Hospital Standards. The 24 members on that council consider and then vote on the report. The decision of the council is based on whether the hospital has been adjudged to substantially comply with the specified standards.

The verbal comments of the surveyors were very favourable and that "the staff should be congratulated for the amount of work that had obviously gone into preparing for accreditation".

At the time of writing this report the result of our survey is not known, however, more important than the actual result is the fact that all staff enthusiastically self appraised their policies and procedures which they should be commended for.

## DEVELOPMENT

The past year has seen much short term progress achieved however and more importantly the year has seen the committee spend a considerable amount of its time to determine the basis for the hospital's future long term direction and development.

The report prepared by Mr J. McClelland on the "Capital requirements of publicly funded Health Services in Victoria for the next ten years" confirmed this committee's contention that the number one priority for this hospital is the upgrading and re-development of our acute wards. We were requested to provide detailed costing of our requirements on this project and a figure of \$1.5m was submitted. We are hopeful that a portion of the amount required will be funded in the coming year so that, in stages, our acute wards may be upgraded.

## KITCHEN COMPLEX

At the time of writing this report the finishing touches were being made to the upgrading of our kitchen complex. The Food Service staff have been located in temporary facilities which were far from optimal, however meals of excellent quality have continued to be produced. The new kitchen is very modern and spacious with a capacity that will accommodate extra demands when the nursing home extension is opened and if the hospital is requested to provide the meals on wheels service.

## RENOVATIONS

The need to upgrade the bathroom facilities has been a high priority for some time. The Male Ward bathroom was upgraded two years ago and this year the bathrooms in Syme Ward, Female Ward and Midwifery were upgraded. Two shower recesses were provided in Female Ward allowing the bathing of patients to be handled more expediently. In the coming year the committee has allocated further funds for the upgrading of the bathroom facilities in Female Ward.

Due to the expansion of the kitchen the incinerator had to be relocated. As the incinerator had many shortfalls the Health Commission fully funded a new modern automatic gas fired incinerator at a cost of \$27,500. This has allowed the hospital to efficiently dispose of all its waste products.

In addition to the incinerator having to be relocated due to the kitchen expansion so did the hospital's main electrical switchboard. The Health Commission again fully funded the installation of a new electrical switchboard which provided for a considerable increase in capacity. The new switchboard also provides automatic change over to the emergency generator power should S.E.C. mains power be disrupted. The cost of this project was \$29,600.

The need to have an efficient communication system, especially in times of an emergency, necessitated the hospital in purchasing a radio paging system at a cost of \$8,300. The range of the system is the Town of Stawell and has proved to be a considerable time saving device.

# REPORTS

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## BY-LAWS

This year saw the hospital adopt new up to date By-Laws. The new By-Laws replaced the previous By-Laws that were adopted in 1966. The need to adopt new By-Laws was considered essential to provide for — (1) the functioning of the Board including meetings and election of office bearers; (2) a committee structure that was not excessive; (3) the appointment and organisation of medical staff; (4) a mechanism which allows the Board to monitor the quality of patient care; and (5) a mechanism to monitor use and control of the hospitals resources.

The By-Laws were approved by the Health Commission and adopted by the Committee of Management on 22nd March, 1984.

## ACKNOWLEDGEMENTS

This hospital is very fortunate in the support it receives from our community. Many individuals and groups freely give their services, and in so doing, help us provide the high standard of care which we have achieved.

Our special thanks go to the Ladies Auxiliary and Younger Set for their dedicated fund raising activities and for assisting with patient comfort by regularly staffing the refreshment trolley; the Red Cross Society for providing the excellent and invaluable blood bank service; the local Fire Brigade, Police, Wimmera District Ambulance Service, all Service Clubs, the Stawell Times-News and the Hospital Chaplains for their co-operation and assistance during the year.

To all these and other people and groups too numerous to mention who have in any way assisted the hospital we record our grateful thanks.

## CONCLUSION

The ensuing year will see the phasing in of the Health Commission's policy of regionalisation. This policy promises much in the way of consumers and groups of people having a much greater say in health resources provided in the community.

We look forward to working closely with our Regional Director, Ms. Elizabeth Kelly to allow the health needs of this community to be planned and provided for.

Dr. R. N. Castle  
President

Mr. M. B. Delahunty  
Chief Executive Officer

# DEPARTMENTAL HEADS

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**Medical Director:**

Dr D. K. Douglas, M.B., B.S., F.R.A.C.G.P., MAdmin., A.H.A., F.R.A.C.M.A.

**Director of Nursing:**

Mr B. Fowkes, R. N., D.N.E., W.S.Certificate, F.C.N.A.

**Deputy Director of Nursing:**

Mr S. Ramsdall, R.N., D.N.E., F.C.N.A. (resigned 15-6-84)  
Mrs K. Taylor, R.N., R.M., Dip.N.Studies (Nursing Admin.)  
(commenced 6-8-84)

**Charge Sisters:**

Sister L. Carey, R.N. (Syme Ward)  
Sister D. Dalby, R.N. (Male Ward)  
Sister R. Dunn, R.N. (Female Ward)  
Sister J. James, R.N., R.M., I.W.Certificate (Midwifery Ward)  
Sister C. McLean, R.N. (Theatre)  
Sister N. Sidebottom, R.N., R.M. (Night Sister)  
Sister E. McCutcheon, R.N., R.M. (Night Midwifery)

**District Nursing:**

Sister K. Holmes, R.N., R.M.  
Sister A.Elms, R.N.

**Physiotherapy:**

Mr I. Gill, B.App.Sci. (Physiotherapy), B.Sc.

**Radiology:**

Mrs S. Veroude, M.I.R.

**Podiatry:**

Mrs H. Davidson, H.A.Pod.A.

**Occupational Therapy:**

Mrs J. Rogers, B.App.Sci. (Occupational Therapy)

**Medical Records Administration:**

Miss S. Castle, Assoc.Dip. M.R.A., M.R.A.A.

**Welfare Officer:**

Mr P. Perry, B.A., B.S.W. (Melb.)

**Speech Pathology:**

Ms R. Fitzpatrick B.App.Sci. (Communication Disorders)

**Pathology Technologist:**

Mr D. Rowe, D.S.Bi.

**Executive Chef and Domestic Supervisor:**

Mr C. Anderson

**Administration:**

Mr L. Kent

**Paymaster:**

Mr K. McMullin

**Engineering Foreman:**

Mr G. Martin

**Purchasing Officer:**

Mr D. Guy

## MEDICAL STAFF

**Medical Director:**

Dr D. K. Douglas, M.B., B.S., F.R.A.C.G.P., MAdmin., A.H.A., F.R.A.C.M.A.

**Consulting Medical Officers:**

Dr R. N. Castle, M.B., B.S.  
Dr A. H. Cunningham, M.B., B.S., Dip. Obst. R.C.O.G.  
Mr K. L. Hayes, M.B., B.S., F.R.C.S. (Eng.), F.R.A.C.S.  
Dr V. Szewczuk, M.B., B.S.  
Mr R. B. Warne, M.B., B.S., F.R.A.C.S., F.R.C.S. (Eng.), F.R.C.S. (Edin.)

**Visiting Pathologists:**

Dr S. T. H. H. Pilbeam, M.B., B.Ch., F.R.C.P.A., F.R.C., Path.  
Dr H. D. P. Thompson, M.B., B.S., F.R.C.P.A., M.I.A.C.  
Dr G. Humphries, M.A., B.M., Ch.B., D.T.M.&H., D.R.C. Path.,  
Dr R. Sterling, M.B., B.S., F.R.C.P.A.

**Visiting Dental Surgeons:**

Mr J. C. Wilkinson, L.D.S., B.D.Sc.  
Dr D. L. Lye, L.D.S., B.D.Sc.

**Visiting Consultant Physician:**

Dr R. E. Abud, M.B., B.S., F.R.A.C.P.

**Visiting Consultant Gynaecologist:**

Dr E. T. Miller, M.B., B.S., F.R.C.O.G.

**Visiting Consultant Anaesthetist:**

Dr R. Bennett, M.B., B.S., DA.(Lond.), M.F.A.R.C.S.

**Visiting Consultant Paediatrician:**

Dr M. Brown, M.B., B.S., F.R.A.C.P.

**Visiting Consultant Rheumatologist:**

Dr K. Boyden, M.B., B.S., F.R.A.C.P.

**Visiting Radiologist:**

Dr R. J. House, M.B., B.S., Dip.Obst. R.C.O.G., M.R.A.C.R.

**Visiting Geriatrician:**

Dr J. Hurley, M.B., B.S., L.R.C.P., M.R.C.S., Dip. Obst. R.C.O.G., M.R.C.P. (UK)



## GUEST SPEAKER

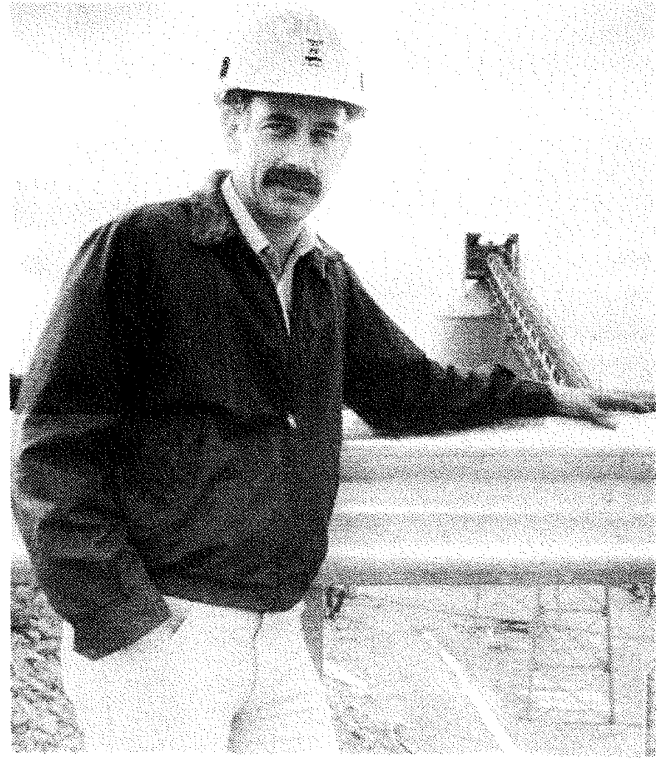
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### BRIAN MICKE

Brian Micke graduated from the University of Idaho in the United States with a degree in Mining Engineering. After graduation, he served two years as a volunteer in the United States Peace Corps with his wife Yvonne.

In 1973 they travelled to the Kalgoorlie region of Western Australia. Brian joined Western Mining Corporation Limited and has been employed as a miner, supervisor, engineer, and manager at various mines in Western Australia. In November 1980, he was appointed manager of the Stawell Joint Venture, and moved to Stawell to begin a detailed exploration program for gold ore reserves at Stawell. This exploration recently culminated with the pouring of the first gold bar on August 14, 1984.

Yvonne and Brian have two children, Sharon and Kevin. Brian's sporting interests include basketball, squash, and an attempted effort to learn indoor cricket. He is also a member of the Stawell and District Historical Society and of the Stawell Field Naturalists' Club.



## LIFE GOVERNORS

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BIBBY Mrs Mona  
BENNETT Mr J. M.  
BROWN Mr L. G.  
CAMPBELL Mr C. N. A.  
CASTLE Dr. R. N.  
EVANS Mrs D. M.  
FRASER Mr W. G.  
FRASER Mrs C. P.  
GILES Mrs Dorothy

GRAY Mrs Athol E.  
GRAY Dr. A. A.  
HUNT Mrs Betty  
HUTCHINGS Cr. C. J. (M.B.E.)  
JERRAM Mrs H. C.  
LANGSFORD Miss J. G.  
MIRANDA Mr C.

McCRACKEN Mr J. K.  
PAULETT Mr A. J.  
PHILLIPS Miss Madge  
PICKERING Mrs M. D.  
PILLOW Mrs D.  
ROBSON Mr M.  
WARD Mr F. C.  
WEBB Mr J. H.

# LONG SERVICE AWARDS

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In recognition of long and valued service to the Hospital the Committee of Management is pleased to present long service awards to the following staff members:

## **RECOGNITION OF 25 YEARS LONG SERVICE – Gold Watch**

Nurse Betty Isobel Smith — Commenced 11-6-59.

## **RECOGNITION OF 10 YEARS LONG SERVICE – 10 Year Service Badge**

Sister Margaret Patricia Perry — Commenced 5-2-74.  
Jean Norma Boothman — Commenced 10-3-74.  
Lorraine Joyce Howell — Commenced 1967. Total service being 10 years during the past 17 years.

## **PREVIOUS LONG SERVICE AWARDS**

### **Presented 1982:**

Sr. D. Evans ..... 20 Year Service Badge  
Sen. B. Smith ..... 20 Year Service Badge  
Sen. N. Trask ..... 10 Year Service Badge  
Sr. M. Allan ..... 10 Year Service Badge  
Sr. H. Jerram ..... 10 Year Service Badge

### **Presented 1983:**

Sr. D. Simmons ..... 10 Year Service Badge  
Sr. L. Carey ..... 10 Year Service Badge  
Sr. F. Stewart ..... 10 Year Service Badge  
Sr. J. Mortyn ..... 10 Year Service Badge  
Sr. R. Dunn ..... 10 Year Service Badge  
Sr. M. Graham ..... 10 Year Service Badge  
Sr. M. Forster ..... 10 Year Service Badge  
Sen. L. Ellen ..... 10 Year Service Badge  
Sen. V. Kennedy ..... 10 Year Service Badge  
Sen. G. Rickard ..... 10 Year Service Badge  
Sen. L. Willcock ..... 10 Year Service Badge  
Sen. K. Holloway ..... 10 Year Service Badge  
Sen. J. Skurrie ..... 10 Year Service Badge  
Sen. F. Goodinge ..... 10 Year Service Badge  
Mrs M. Kindred ..... 10 Year Service Badge

# **NURSING DIVISION REPORT**

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## **PREPARATION FOR ACCREDITATION SURVEY**

A great deal of time and effort has been evident within the Nursing Division in preparing for the Accreditation Survey in June. The refining of the role and function of the Nursing Committees during this year has led to improved efficiency in pursuing the objective of optimum patient care.

## **STAFF CHANGES**

Mr Stephen Ramsdall (Assistant Director of Nursing) resigned to take up the Deputy Director of Nursing position at Port Augusta Hospital. Mrs Kathy Taylor has been appointed as Deputy Director of Nursing. The leadership given by both of these senior nursing members has been of great value. Mrs P. Y. Fowkes has been appointed as Infection Control Sister.

The R.A.N.F. Non-Nursing duties bans have resulted in the shedding of some non-nursing duties in the areas of cleaning, organization of the Medical Record, messenger duties and food services.

## **STAFF EDUCATION PROGRAMME**

A strong programme of Continuing Education for nursing staff has been conducted during this year with plans for an even greater emphasis during 1984/85.

## **PHARMACY**

The demand on Pharmacy services has remained high during this year. The Pharmacy has expanded the range of medications stocked by approximately 25%. The acute wards drug cupboards are currently being altered to provide an Imprest system for drugs.

## **MIDWIFERY SERVICES**

The current year has maintained the average number of births, the total being 103. As usual, activity in the unit varies considerably — sometimes quiet, at other times hectic.

A Phototherapy Unit, donated by the Uncle Bob's Club of Melbourne is now providing for the early treatment of babies with Hyperbilirubinaemia, thus reducing the need for transfer of babies to other facilities.

## **THEATRE SERVICES**

The demand for theatre services has increased this year. Some upgrading of the theatre facility has occurred.

## **NURSING HOME/SYME WARD**

The Nursing Home and Day Centre has again functioned to capacity. Renovations to bathrooms in Syme Ward have made the area much easier to work in and maintain.

The Regional Geriatric Assessment Committee, under the Chairmanship of Dr J. Hurley, has made an invaluable contribution in assuring that the correct level of support services are provided for elderly clients in the community, in the Nursing Home and Day Centre.

## **COMMUNITY OUTREACH PROGRAMME**

A series of Community Health lectures provided by Hospital staff after hours has been well received by the community. A formal committee structure has been established to expedite a greater hospital involvement in this area.

## **ACUTE WARDS**

The programme of progressive refurbishing of acute wards is gradually bringing conditions for patients and staff closer to optimal.

## **APPRECIATION**

I wish to express my appreciation to each member of the Nursing staff for their assistance during this year and to the Medical Officers for their co-operation and willingness to be involved in the Continuing Education Programme, and to the staff and other hospital departments for their co-operation.

K. B. FOWKES  
Director of Nursing



Mr Bruce Fowkes (Director of Nursing) and Mrs Kathy Taylor (Deputy)

# CHARGE SISTERS

Sister L. Carey - Syme Ward/Day Centre



Sister R. Dunn - Female Ward



Sister C. McLean - Theatre



N.B.: Sister N. Sidebottom is the Night Sister in Charge and Sister E. McCutcheon is the Night Midwifery Sister in Charge

Sister J. James - Midwifery



Sister D. Dalby - Male Ward



# KITCHEN RE-DEVELOPMENT

The upgrading of the kitchen complex had been the number one priority of the Board of Management for a number of years.

On the 26th September, 1983 a contract was signed with a local builder namely M. R. and K. Kwiatek to carry out the required work.

A portable classroom was obtained from the Ararat Hospital, modified, and utilized as our temporary kitchen for the duration of the building renovations. The portable classroom had been used by the Ararat Hospital for the same purpose during the previous year.

The total cost of the project is in the vicinity of \$400,000. This amount is made up of the following major sub-contract amounts —

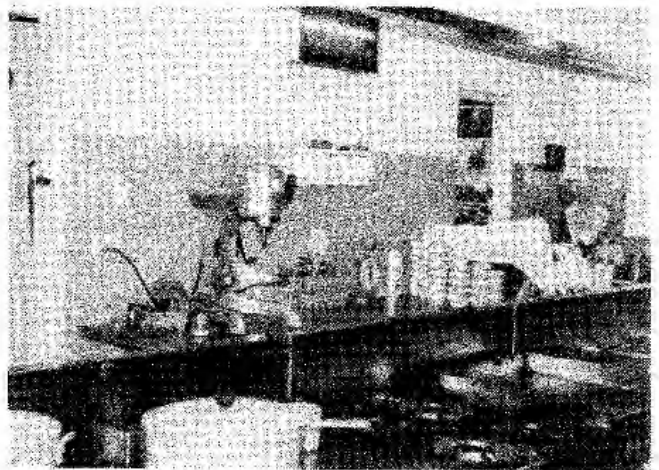
Building Works	\$195,400
Mechanical Services	65,920
Electrical Services	14,855
New Kitchen Equipment	74,490
Consultant Fees	36,824
Temporary Kitchen Modifications	7,200

The Health Commission of Victoria has contributed \$97,900 towards the cost of this project. The balance is being funded from the hospitals own accumulated funds.

The completion of this project will provide the hospital with the catering resources for the increase in demand to be placed shortly on this department. During the next twelve months the nursing home extension will open adding an extra eleven patients to the daily meal requirements plus extra staff required for that extension.

The Board of Management is indeed pleased to see the completion of this project. The Board wishes to record its appreciation to the catering staff who have produced and distributed excellent quality meals, under difficult circumstances during the last twelve months.

Kitchen area prior to renovations.





# ADMINISTRATIVE SERVICES DIVISION

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The Administrative Services Division primary function is to provide support services to the doctors, nurses and the para-medical staff who are involved in direct patient care.

These support services are provided through the following departments —

- Administration Department
- Purchasing Department
- Engineering Department
- Food and Domestic Service Department

## ADMINISTRATION DEPARTMENT

This department is responsible for the hospital finances. It ensures that patients are correctly admitted for treatment, that fees raised are promptly collected, that charges levelled on the hospital are correctly authorized, that payments made are correctly recorded and reported and the hospital's funds are prudently invested.

The most important regular task of this department is to ensure that the fortnightly payroll, in the order of \$80,000 is accurately processed.

During the year the department had the assistance of Miss Carolyn Smith and Mrs Gayle Streeter who were on subsidized wage schemes. Both these people proved to be of immense assistance to the department.

Mrs Kim Collins resigned during the year and we congratulate Kim and Jock on the safe arrival of their first child.

Mr Lindsay Kent had health problems late in the year requiring a major operation, however Lindsay's prognosis is very good and we look forward to him returning to work shortly.

The processing of agendas, minutes and correspondence was facilitated during the year when the hospital purchased a micro-computer with word processing facilities. This computer is also utilized for Pharmacy Stock Control.

## PURCHASING DEPARTMENT

The Purchasing Department is expertly managed by Mr David Guy with the assistance of Mrs Marie Cray.

The majority of the hospital's food and medical requirements are purchased through the Victoria Hospital Association (V.H.A). At the start of each financial year the association is provided with a list of our requirements. This information, together with requirements from other hospitals allows the association to buy at most competitive rates. These goods are then supplied to member hospitals at the price obtained plus a small handling fee as and when required.

All hospitals therefore, irrespective of size or level of usage, are able to obtain their necessary supplies at a unit cost price far below what they otherwise would if they purchased from the supplier direct.

One of the major factors for the hospital finishing the year on budget was the diligence and cost conscientiousness of this department.

## ENGINEERING DEPARTMENT

The engineering department has responsibility for the maintenance and upkeep of the hospitals buildings, plant, equipment and grounds. The head of this department is Mr Garrie Martin, a qualified carpenter. Mr Martin is assisted by an apprentice carpenter, a fitter and turner and a gardener. This department has been very busy during the year seeing to 666 separate maintenance requisitions and completing several specific projects. Major renovations occurred in Female Ward bathrooms and theatre preparation area. The department installed the new gas fired incinerator requiring major building renovations to the room in which the incinerator was placed.

The department must be congratulated for its achievements this year, especially for the important role it played in preparing the hospital facilities for the Accreditation Survey.

## DOMESTIC SERVICES

The work performed by the domestic and cleaning staff is one of the main reasons why the hospital is often praised for its clean and bright appearance.

The addition of a cleaners room in Male Ward has proven to be a great asset. This room has provided the department a place to keep extra cleaning equipment and added space for storage of necessary items. During the year the department changed from galvanised mop buckets to stainless steel buckets which has proven to be cleaner and also cost effective.

During the year Mrs Mary Kindred retired from her position in the linen service. Mary had worked for the hospital in excess of eleven years and everyone at the hospital wishes Mary a long and happy retirement.

## FOOD SERVICE DEPARTMENT

This department has continued to provide for the catering needs of patients, staff and hospital visitors despite being accommodated in temporary facilities which are far from optimal.

The morale of the staff and quality of meals prepared has however continued to be excellent reflecting highly on all staff concerned.

The staff are naturally looking forward to shortly moving into their new kitchen which will provide ultra-modern facilities, facilities that will allow this department to cope with the extra demands that are shortly to be placed on it. The extra demands will stem primarily from the extra meals required due to the nursing home extension.

All staff of the hospital congratulate Mr Glenn Pulley on successfully completing his Chefs Apprentice Course.

# ADMINISTRATIVE STAFF (at June 30, 1984)

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**Executive Chef/Domestic Service Supervisor:**

Mr Chris Anderson

**Administrative Officer — Finance:**

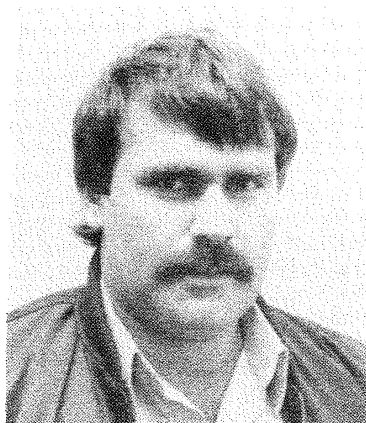
Mr Lindsay Kent

**Maintenance Foreman:**

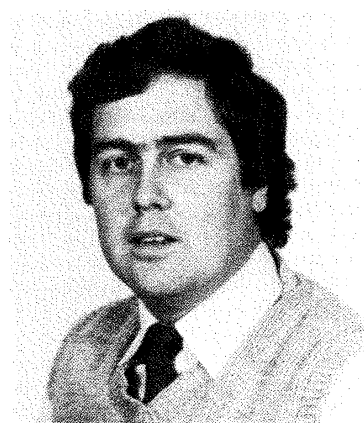
Mr Garrie Martin

**Purchasing Officer:**

Mr David Guy



GARRIE MARTIN  
Maintenance Foreman



CHRIS ANDERSON  
Executive Chef  
Domestic Service Supervisor



DAVID GUY  
Purchasing Officer

## STAWELL DISTRICT HOSPITAL ELDERLY PEOPLES HOME SOCIETY

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### SECOND ANNUAL REPORT

As stated in last year's report this society was formed in 1981 with the object of raising funds for, and the construction of a Nursing Home Extension on to our existing Syme Ward. It was necessary to form a completely separate committee from the Stawell District Hospital committee as no state government funded organization is eligible for grants from the Commonwealth Department of Social Security.

During January 1983 the Commonwealth Government announced that it would provide \$165,220 towards the construction of our Nursing Home. The estimated cost of the extension is \$488,500 (including consulting fees but excluding cost of soft furnishings and equipment). The community therefore had to raise \$323,280 as its share of the cost. An intensive appeal was mounted for this purpose during June and July 1983. The community responded magnificently with \$390,070 being pledged over a three year period.

The last twelve months have seen a considerable amount of discussion with the State and Federal authorities on the plans for the nursing home extension. However it is pleasing to be able to report that all parties involved in the negotiation have made concessions resulting in the necessary approvals being obtained.

At the time of writing this report tenders were being sought to allow this urgently required extension to proceed.

While the above negotiations were a source of frustration to the committee the last twelve months

allowed time for the pledges to our appeal to be paid. The Department of Social Security before they will allow a tender to be accepted insist that at least 90% of the communities share of the cost must be "in hand". In our case therefore we must have \$291,000 "in hand".

As the following financial report indicates we had \$225,321 in hand at June 30, 1984. It is confidently anticipated that we will have sufficient funds to let tenders during October 1984.

It would be remiss of me on behalf of my committee if I did not thank the numerous individuals, groups and trust funds who have honoured their pledges during the last twelve months. As may be noted from the financial statements \$205,743 was received in cash donations during the year.

It is indeed gratifying to the committee that pledges made are being honoured while at the same time the committee is very aware of the amount of hard work that is required to ensure these pledges are met.

Finally, everything is now in order for the building extension to commence. We will therefore shortly be able to view with pride a nursing home that allows those of our friends and family who are frail and elderly to be cared for by this community in this community.

DR. R. N. CASTLE  
President  
Provisional Committee of Management

# REPORTS

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## **MEDICAL REPORT FROM THE STAWELL MEDICAL OFFICERS GROUP 1983-1984**

The past twelve months has been a busy year for the doctors of Stawell, and have seen many changes both locally and also on a state level.

The most significant of these has been the introduction of Medicare in February. This has not had a direct effect on patient care in Stawell, but there have been significant changes in the private health sector. People do not seem to have felt the effect of a swing to public hospital treatment but there is little doubt that the future will see more inconvenience to this section because of the change.

It is disturbing to note a significant increase in the number of accidents in the Stawell area, both on and off the road. This is despite increased surveillance on the roads, and perhaps increased public awareness of the dangers of leisure activities. The Grampians area has been a playground for hazardous adventures for many years, and an increase in leisure time seems to have magnified these problems.

The doctors note that there is an increased availability of ancillary facilities to the people of Stawell, and this widens the range and scope of treatment that can be applied to patients. It is particularly pleasing to see that there is an increase in the attention paid to the elderly, and I am sure that they will benefit from the increase in these facilities.

It is disappointing to see that there has been a reduction in the outpatient and casualty facilities offered by the Hospital, and this is of particular concern during holiday periods. There have been

compromises made by the Doctors to increase the use of their own facilities, and patients although inconvenienced, have not suffered from this arrangement.

Overall, it has been a busy year, and hopefully the changes that have been made will provide a basis for improved health care in 1984-1985.

ROGER B. WARNE  
President  
Medical Staff Group



MR R. B. WARNE



# FINANCIAL REPORT

## CONSOLIDATED STATEMENT OF INCOME AND EXPENDITURE FOR HOSPITAL AND NURSING HOME SECTIONS

FOR THE YEAR ENDED JUNE 30, 1984

### OPERATING FUND

<b>INCOME</b>	1981/82	1982/83	1983/84
Government Grants — ordinary (Hospital) .....	\$1,271,500	\$1,400,000	\$1,596,500
Government Grants — ordinary (Nursing Home) .....	156,000	150,000	162,000
Government Grants — Management Study .....	8,170	—	—
Government Grants — Home Nursing .....	6,458	8,198	11,122
Subsidized Wage Schemes (S.Y.E.T.P., S.A.A.S., Wage Pause)	2,652	3,855	35,463
Costs met by Health Commission .....	40,955	67,863	90,238
Day Hospital Receipts .....	2,129	2,599	3,132
Home Nursing Receipts .....	1,962	2,177	1,373
Meals and Accommodation .....	12,961	10,558	22,370
Bad Debts Recovered .....	—	217	3,113
Other Recoveries .....	10,598	6,123	5,892
<b>PATIENT FEES RAISED</b>			
Hospital — Inpatients .....	412,953	592,751	507,696
Hospital — Outpatients .....	10,814	11,162	13,053
Nursing Home Patients .....	289,623	362,879	399,067
Pathology and Radiology .....	53,032	71,295	99,323
Total Income .....	2,279,807	2,689,677	2,950,342
Deficit .....	—	158,961	139,281
<b>TOTAL</b> .....	<b>\$2,279,807</b>	<b>\$2,848,638</b>	<b>\$3,089,623</b>
<b>EXPENDITURE</b>	1981/82	1982/83	1983/84
Salaries and Wages .....	\$1,485,349	\$1,881,166	\$2,055,172
Salaries paid to other institutions .....	13,608	19,873	39,996
Superannuation .....	15,343	26,782	33,774
Payments to Visiting Medical Officers .....	139,641	132,959	124,552
Food Services .....	78,888	95,961	107,930
Medical and Surgical Supplies .....	54,673	65,175	62,301
Special Service Departments .....	41,074	31,730	39,923
Drug Supplies .....	25,817	43,844	35,893
Fuel, Light and Power .....	37,747	48,410	52,576
Domestic and Laundry Charges .....	109,624	134,555	118,064
Repairs and Maintenance .....	78,972	109,696	106,193
Administration Expenses .....	108,957	162,223	194,469
Ambulance Services .....	29,467	31,162	34,917
Provision for Doubtful Debts .....	12,518	15,508	18,943
Bad Debts Written Off .....	270	403	(3,358)
Provision for Depreciation .....	—	49,191	64,569
Other Payments .....	9,988	—	3,709
Total Expenditure .....	2,241,936	2,848,638	3,089,623
Surplus .....	37,871	—	—
<b>TOTAL</b> .....	<b>\$2,279,807</b>	<b>\$2,848,638</b>	<b>\$3,089,623</b>



# STAWELL DISTRICT HOSPITAL

## OPERATING FUND BALANCE SHEET

<b>ASSETS</b>	1982/83	1983/84
Cash at Bank and On Hand .....	\$ 5,760	\$ 5,790
Patient Fees Outstanding — Hospital .....	125,871	62,570
Pathology (subject to Private Practice Equity) .....	13,474	14,577
Radiology (subject to Private Practice Equity) .....	16,345	21,075
Patient Fees Outstanding — Nursing Home .....	35,841	37,658
LESS Provision for Doubtful Debts .....	(15,508)	(18,943)
Stores on Hand .....	38,741	37,211
	<u>\$220,524</u>	<u>\$159,938</u>
<b>LIABILITIES</b>	1982/83	1983/84
Bank Overdraft .....	\$172,600	\$ 22,894
Creditors .....	84,420	92,273
Accrued Salaries and Wages .....	16,499	29,214
Annual Leave Overdue .....	2,062	92,790
Provision for Long Service Leave .....	22,117	39,993
Provision for Depreciation Transferred to Capital Fund .....	49,191	64,569
Accrued Days Off .....	—	7,701
Prior years (deficit)/surplus brought forward .....	36,495	(126,365)
Prior Years Adjustments .....		(39,502)
Health Commission recall of prior year cash surplus .....	(3,899)	
Health Commission payment of prior year cash deficit .....		115,652
Current Year (deficit)/surplus .....	(158,961)	(139,281)
Accumulated (deficit)/surplus carried forward .....	<u>(126,365)</u>	<u>(189,496)</u>
	<u>\$220,524</u>	<u>\$159,938</u>



# STAWELL DISTRICT HOSPITAL

STATEMENT OF BALANCES  
AS AT JUNE 30, 1984

**Liabilities**

**Assets**

**CAPITAL FUND**

Bank Overdraft. ....	\$ 5,245	Investments .....	\$ 182,600
		Assets under construction (kitchen) ..	243,228
		Land & Buildings .....	599,600
		Plant & Equipment. ....	\$589,405
		LESS Provision for	
		Depreciation. ....	187,085      402,320
		Motor Vehicles. ....	23,551
		LESS Provision for	
		Depreciation. ....	3,009      20,542
Fund Balance .....	1,458,205	Suspense A/C (Minor Works) .....	15,160
	\$1,463,450		\$1,463,450

**SPECIFIC PURPOSE FUND**

Government Grant .....	2,900	Cash at Bank .....	10,933
Syme Ward Fund .....	1,106	Ryan Prize Bank A/C .....	818
Pathology Fund .....	23,026	Investments .....	25,900
Patients Trust Fund .....	2,567		
Medical Record Fund .....	1,351		
Male Ward Fund. ....	273		
Female Ward Fund .....	11		
Radiology Fund .....	2,564		
Day Centre Fund .....	156		
Ryan Prize Fund .....	818		
Miscellaneous Fund .....	2,879		
	\$ 37,651		\$ 37,651

**ENDOWMENT FUND**

Fund Balance .....	\$ 1,205	Investment .....	\$ 1,205



# STAWELL DISTRICT HOSPITAL

## STATEMENT OF ACCOUNTING POLICIES

The accounting policies of this hospital are as follows:

- (a) The accounts of the hospital are prepared and published in accordance with the requirements of the Health Commission of Victoria.
- (b) No provision has been made for the depreciation of land or buildings in accordance with the Health Commission of Victoria's instructions. Land and Buildings are recorded in the Capital Fund at cost.
- (c) The financial statements have been prepared on the basis of the historical cost convention.
- (d) Investments  
It is the hospital's policy to hold investment securities until maturity and consequently no provision for diminution to market value is required.
- (e) Income from Investments
  - (i) Income from Capital investments has been credited directly to the Capital account.
  - (ii) Income from investment of Endowment and Specific Purpose funds has been credited directly to the relevant trust fund.
  - X(iii) Income from short term investment of Operating funds has been credited directly to the Capital account.
  - X(iv) Income from investments has not been brought to account in determining the year's operating result. This is consistent with prior years.
- (f) Stock on Hand  
Stocks on hand include all stores held in the General Store and Pharmacy. Stocks on hand are valued at latest purchase price which is consistent with prior years.  
Variation in stock levels has been brought to account in the year's operating result.

### MANAGER'S CERTIFICATE

I Michael Bernard Delahunty, being the officer responsible for the preparation of the accompanying Accounts comprising Balance Sheets, Statement of Income and Expenditure, Statements of Receipts and Payments, Explanatory Notes and Supplementary Information of Stawell District Hospital and Nursing Home for the year ended 30 June, 1984 state that, to the best of my knowledge and belief, such Accounts have been prepared in accordance with the requirements of the Health Commission of Victoria so as to give a true and fair view of the Institution's financial affairs as at the 30th June, 1984, and of the results of its financial operations for the year ended at that date.

Date: 27 August, 1984

M. B. DELAHUNTY, B.E.C. A.A.S.A.



# STAWELL DISTRICT HOSPITAL

## SCHEDULE OF INVESTMENTS AS AT JUNE 30, 1984

FUND	Date of Maturity	Interest %	Amount \$	TOTAL \$
<b>CAPITAL</b>				
Term Deposit — A.N.Z.....	03/07/84	12.25	50,000	
Term Deposit — A.N.Z.....	07/07/84	11.00	30,000	
Term Deposit — A.N.Z.....	03/08/84	12.25	100,000	
Aust. Savings Bonds.....	01/04/88	10.25	2,160	
Aust. Savings Bonds.....	01/04/88	10.25	440	
			182,600	182,600
<b>SPECIFIC PURPOSE FUND</b>				
Term Deposit — A.N.Z.....	07/07/84	11.00	25,000	
Aust. Savings Bonds.....	01/04/88	10.25	400	
Aust. Savings Bonds.....	01/04/88	10.25	500	
			25,900	25,900
<b>ENDOWMENT FUND</b>				
Victoria Bonds.....	No Fixed Date	3.00	1,205	1,205
			1,205	1,205
				<u>\$209,705</u>

### AUDITORS' REPORT

We report that we have examined the accounts of Stawell District Hospital and Nursing Home for the year ended 30th June, 1984.

Our examination included such auditing procedures and tests of the records which we considered necessary in the circumstances.

In preparing the financial statements, the Hospital has not provided for depreciation of buildings (refer to Accounting Policies). This is a departure from the Statement of Accounting Standards issued by the Institute of Chartered Accountants in Australia and the Australian Society of Accountants.

Subject to the above, in our opinion, the Accounts are properly drawn up in accordance with the requirements of the Health Commission of Victoria so as to give a true and fair view of the institution's financial affairs as at 30th June, 1984 and of the results of its operations for the year ended at that date.

The accounting and other records examined by us have been properly maintained in accordance with the provisions of the Health Commission of Victoria's Cost Centre Accounting and Budgeting System Procedures Manual.

DATED this 29th day of August, 1984.

GREEN, TAYLOR, AINSWORTH & RYAN,  
Chartered Accountants,  
M. W. RYAN, F.C.A.  
Partner.



# STAWELL AND DISTRICT ELDERLY PEOPLES HOME SOCIETY

FINANCIAL REPORT  
FOR THE YEAR ENDED JUNE 30, 1984

## FINANCIAL REPORT

### Receipts

Balance July 1, 1983.....	\$ 20,281
Donations .....	205,743
Interest on Investments .....	12,432
	<u>\$238,456</u>

### Payments

Administration Fees .....	\$ 10,100
Transfer to Investments .....	195,000
Building Site Preparation .....	3,035
Balance June 30, 1984.....	30,321
	<u>\$238,456</u>

## ANALYSIS OF FUNDS

### Debit

Administration Fees .....	\$ 10,100
Building Site Preparation .....	3,035
Fund Balance June 30, 1984.....	225,321
	<u>\$238,456</u>

### Credit

Fund Balance July 1, 1983.....	\$ 20,281
Donations .....	205,743
Interest .....	12,432
	<u>\$238,456</u>

## STATEMENT OF BALANCES

### Liabilities

Fund Balance.....	\$225,321
	<u>\$225,321</u>

### Assets

Cash at Bank .....	\$30,321
Investments .....	195,000
	<u>\$225,321</u>

### AUDITORS' REPORT

We report that we have audited the books of Stawell and District Elderly Peoples Home Society for the year ended 30th June, 1984.

In our opinion, the financial statement is drawn up so as to give a true and fair view of the transactions of the year and the financial position as at 30th June, 1984.

DATED this 26th day of August, 1984.

GREEN, TAYLOR, AINSWORTH & RYAN,  
Chartered Accountants,  
M. W. RYAN, F.C.A.  
Partner.

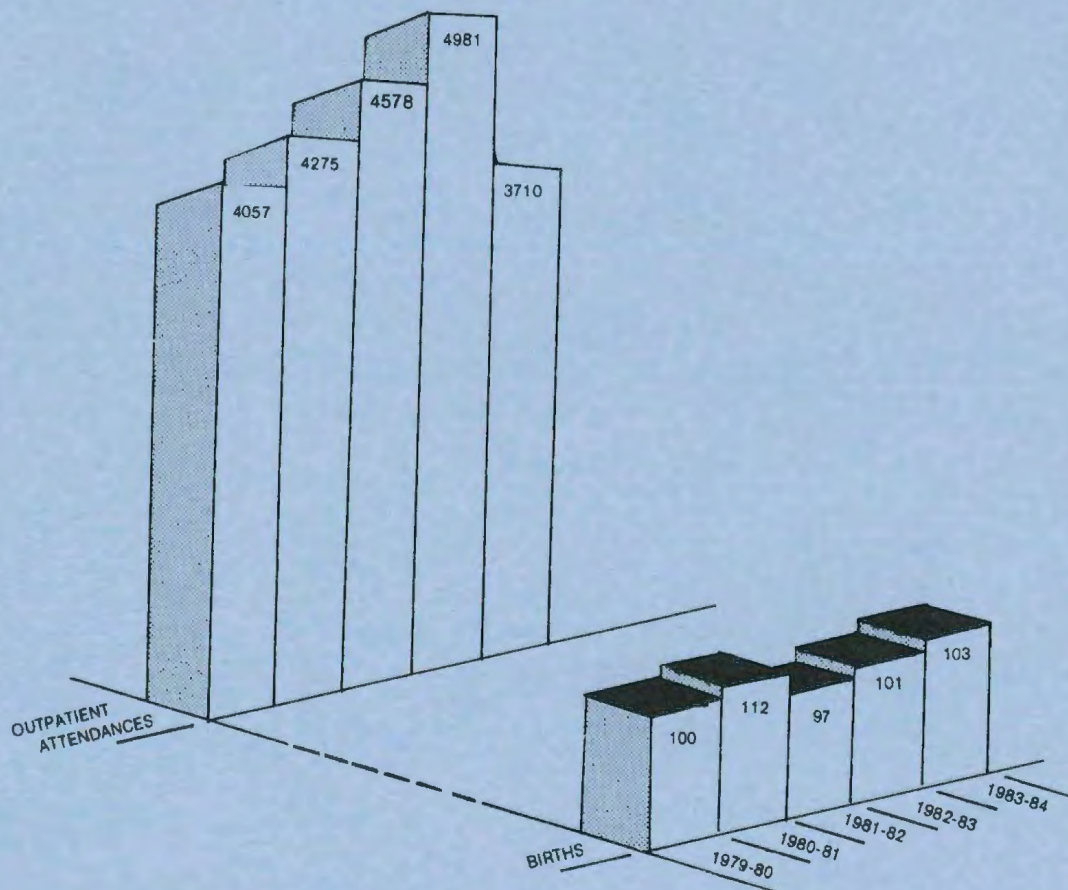
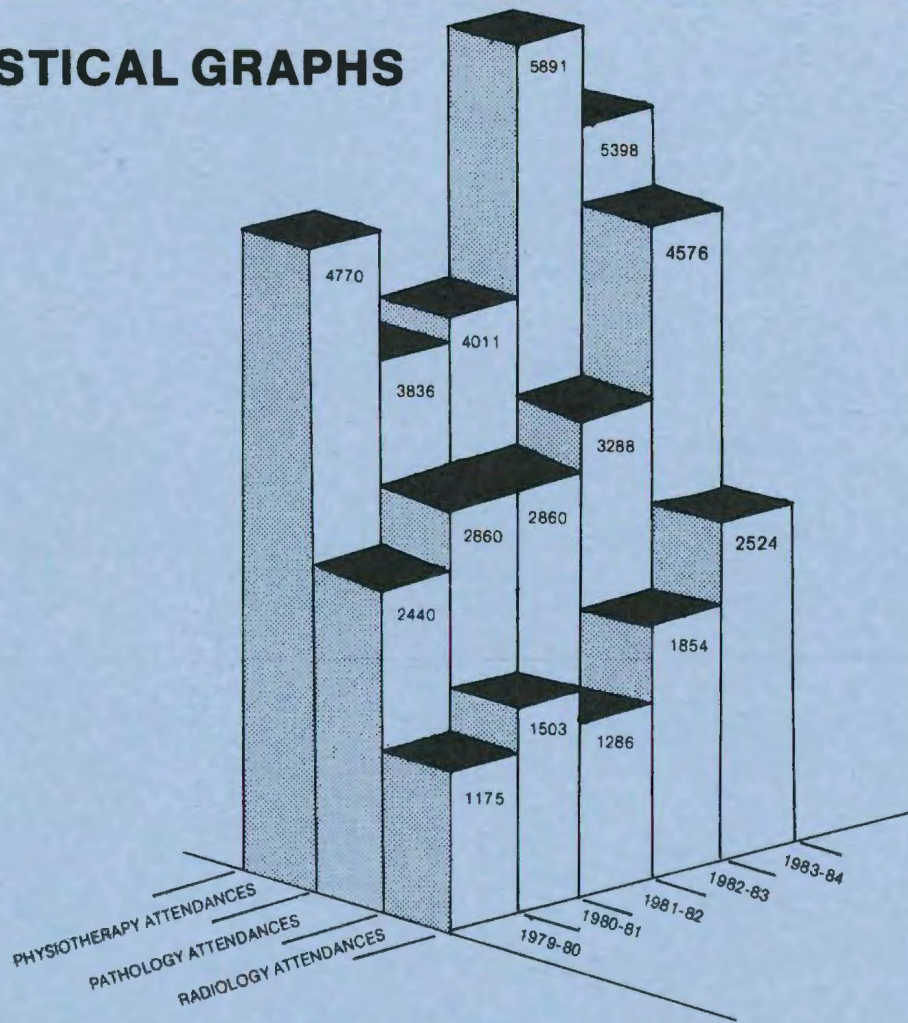


# COMPARATIVE STATISTICS

	1981-82	1982-83	1983-84
<b>HOSPITAL</b>			
Inpatients Treated .....	1849	1680	1285
Outpatients .....	4578	5983	3578
Bed Days .....	12694	12195	12536
Daily Average Occupancy .....	34.78	33.41	34.26
Average Length of Stay .....	6.87 Days	7.26 Days	9.76 Days
Births — Total .....	97	101	103
Female .....	61	46	47
Male .....	36	55	56
<b>NURSING HOME</b>			
Inpatients Treated .....	44	36	46
Bed Days .....	6764	6983	6914
Daily Average Occupancy .....	18.53	19.13	18.89
% Occupancy .....	97.53	100.69	99.43
<b>BLOOD BANK</b> Donations .....	605 Units	547 Units	551 Units
<b>CASUALTY</b> Attendances .....	4578	4981	3710
<b>DAY CENTRE</b> Attendances .....	2947	4745	5956
<b>DISTRICT NURSING</b> Home Visits .....	3537	4780	6697
<b>PHYSIOTHERAPY</b> Attendances .....	4011	5891	5398
<b>SPEECH THERAPY</b> Attendances .....		232	265
<b>OCCUPATIONAL THERAPY</b> Attendances (dep't has not been fully staffed over the last 3 years) .....	2253	906	183
<b>PATHOLOGY</b> Attendances .....	2860	3288	4576
<b>RADIOLOGY</b> Attendances .....	1286	1854	2524
<b>WELFARE OFFICER</b> Attendances .....			153
<b>DIETETIC</b> Attendances .....			266
<b>PODIATRY</b> Attendances .....			543
<b>COST per day of MAINTAINING EACH PATIENT</b>			
Hospital .....	\$147.30	\$177.30	\$187.33
Nursing Home .....	\$67.94	\$76.08	\$86.08



# STATISTICAL GRAPHS



# EQUIPMENT AND FURNITURE PURCHASES

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In aiming towards maintaining a higher standard of patient care the Hospital is gradually updating equipment and services provided. This has only been possible with the financial support of the Health Commission of Victoria and from the generous giving of Service Clubs, Contributors, Organisations and our Auxiliaries, and the people of Stawell and District.

## **PATHOLOGY**

	\$
Haematology Analyser .....	21,000
Hitachi Peach Computer .....	3,405
Electrolyte II Manual .....	7,000
Newwade Upright Display Cabinet. . .	1,948
"Centaur" 2 Centrifuge .....	2,878
Chloride Meter Corning .....	2,520

## **WARDS**

Floor Coverings .....	8,326
3 Slop Hoppers .....	1,041
E.C.G. Monitor/Defibrillator .....	8,950

## **ADMINISTRATION**

Adler Electronic Typewriter .....	1,460
Toshiba Photocopier .....	2,890
Paging System .....	8,323

## **KITCHEN**

	\$
Electric Convection Oven .....	3,709
3 Luke Heated Dispensers .....	5,424
100kg Platform Scales .....	1,558
Luke Electric Steamer .....	3,730
Vegetable Rack .....	698
Ice Maker .....	1,700
Stock Pot .....	2,620
Waldorf Fryer .....	1,209
Bain Marie .....	4,225
2 Tray Trollies .....	5,476
1 I.M.C. Waste Disposal .....	2,714
Hobart Mixer .....	4,680
2 Storage Bins .....	1,728
Baker Oven .....	2,832
120 Luke Insulated Boxes .....	1,752
120 Luke Stainless Steel Covers .....	1,428
Hydrotherm Boiling Water Unit .....	725
Rotary Toaster .....	1,163
Cooling Rack .....	530
C.E. 40 Pie Warmer .....	266
Microwave Oven .....	460



# REPORTS

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## **MEDICAL DIVISION REPORT OF THE MEDICAL DIRECTOR**

The major goals of medical administration in the past twelve months have been:

- to extend and consolidate co-operation with other health care and welfare agencies,
- to improve hospital based services for the elderly, and
- to formalize the medical staffing arrangements of the hospital.

Success, to varying degrees, has been achieved in all areas.

The major co-operative effort in shared services has been with the Ararat and District Hospital. Staff from the departments of radiography, occupational therapy, speech pathology and medical records work in the equivalent departments of the Ararat hospital on a regular basis, with reciprocal servicing by Ararat staff. Sharing of welfare and physiotherapy staff has also occurred intermittently.

An important new co-operative venture has been the joint appointment of Mr Philip Perry as Welfare Officer. This is a joint venture with the Town of Stawell and is intended to help bridge the gaps between Health and Welfare, Inpatient and Outpatient services. As with all shared appointments, the advantage to the people of Stawell is a wider range of services locally.

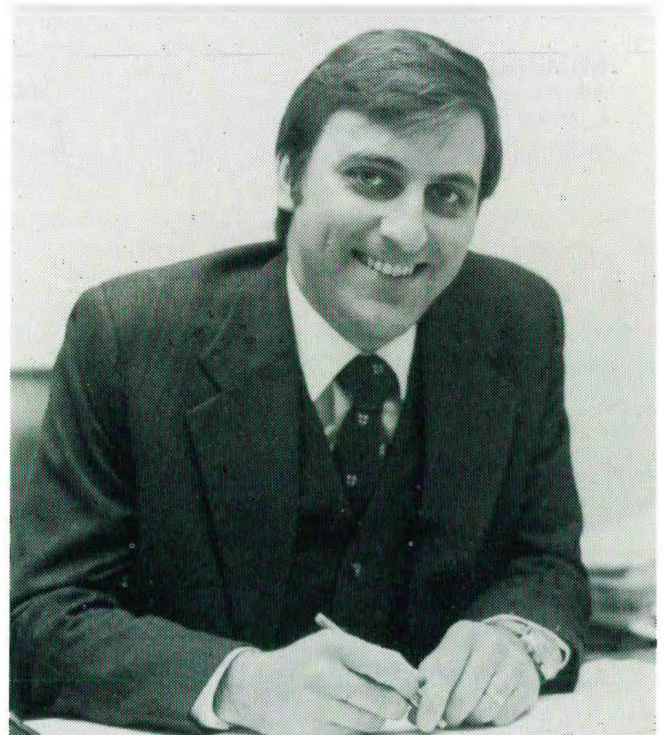
The services to the elderly have been significantly improved by the re-appointment of an occupational therapist and by the appointment of a welfare officer. A new assessment team has been established to review those who may need long term nursing home care. It is hoped this team will allow more efficient use of scarce nursing home beds in Syme Ward. The opening of extra beds in Syme Ward will be greatly appreciated by staff attempting to care for the aged and debilitated in Stawell.

The Hospital was surveyed in June by a three member team representing the Australian Council on Hospital Standards. We are attempting to regain accreditation by the Australian Council and at the time of writing are

still awaiting the outcome of the June survey. An important part of the accreditation process involves the formalization of the role of medical staff (doctors) in hospital activities. This difficult task of formalization is portrayed by many as a waste of time but unfortunate experiences (not all at distant institutions) are ample evidence of the need for this aspect of hospital life. The major part of the formalization has now been achieved with final parts being completed later in this year.

In conclusion, I would like to acknowledge the professionalism, expertise and dedication of this hospital's staff. It is this reservoir of human resources that is the most important component in health and welfare.

DAVID K. DOUGLAS



DR. D. K. DOUGLAS  
Medical Director

# REPORTS

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## PHYSIOTHERAPY ANNUAL REPORT

The 1983/84 year was again, very busy. The physiotherapy service was extended to 1,510 patients over the past twelve months. The total number of treatments was 5,398 of which 3,891 treatments were outpatient services and 1,507 inpatient services.

The physiotherapy outpatient service can only be offered to patients referred by a medical practitioner. The statistics therefore, demonstrate how well the service is utilized by the local medical practitioners.

There have been many improvements to the department during the previous twelve months. The addition of new equipment includes a paraffin wax bath, a Trans Cutaneous Electrical Nerve Stimulation (TENS) Unit, and various new types of strapping and bandaging equipment.

The wax bath is very effective in relieving the pain of arthritis in the limbs. The TENS unit has proved effective in the relief of such ailments as chronic low back pain, headaches and amputee phantom pain.

Other alterations which have improved the department include a new set of assessment and treatment records; increased storage and cupboard space and racks for the storage of walking aids.

The process of accreditation which was undertaken by the hospital in June 1984 was a very valuable experience and a beneficial exercise for the department.

The evaluation and documentation of the whole running of the department helped the department improve its standard.

The department was involved in one of several public education afternoons offered by the hospital over the past year. This was an afternoon concerned with "Care of the Elderly in the Home". Although attendance was small, those present showed much interest and felt great benefit from the information offered.

Many thanks are offered to all those staff who have assisted the smooth running of the Physiotherapy Department over the past twelve months.

IAN GILL  
Physiotherapist



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## X-RAY DEPARTMENT

This year has been a rather busy one, with total patient attendances increasing by 36% on last year's figures.

Whilst the patient attendance was 2,524, the number of examinations performed was 3,408. No additional equipment was purchased, but hopefully next year will see expansion in that area.

In early April 1984 I attended the 35th Annual National Technical Conference, organised by the Australian Institute of Radiography. The Conference was in Sydney for 1 week, and partial funding was provided by the Radiologists via the Radiology Special Purpose Fund. The opportunity of being informed on the latest developments in the field of radiography, as well as contact with other members of the profession, was very worthwhile and rewarding.

SANDY VEROUDE  
Radiographer





# REPORTS

## **PATHOLOGY DEPARTMENT REPORT**

Once again, during the past 12 months, the work of the laboratory has increased (see table):

	<b>Financial Year</b>		
	<b>81/82</b>	<b>82/83</b>	<b>83/84</b>
No. of Patients.....	2,860	3,303	4,576
No. of Tests.....	17,029	21,755	36,063
No. of Tests/Patients....	6.0	6.6	7.9

This increase in work load has resulted in the appointment of a laboratory assistant. One benefit of this is a reduction of the amount of overtime worked.

During the past 12 months the department has purchased the following items:

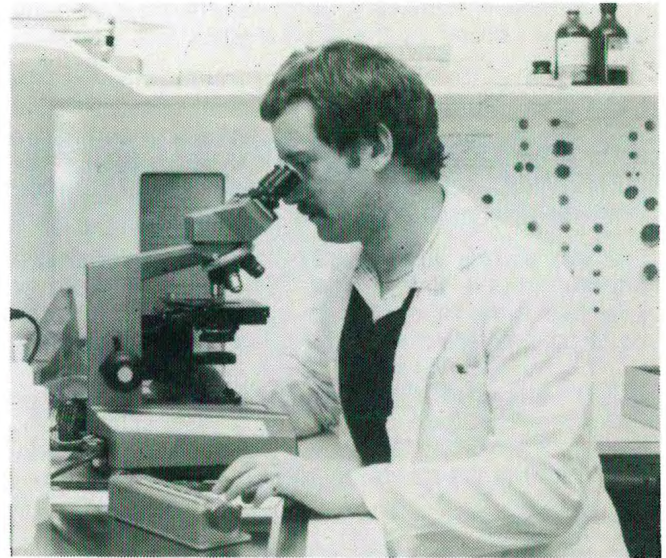
1. A Sequoia Cell Dyn 900 ..... \$21,000
2. A Corning Chloride Meter..... 2,520
3. A Photocopier ..... 3,150
4. A Centrifuge..... 2,878
5. A Peach Computer ..... 3,500

The department plans to purchase another micro-computer in the near future. It is envisaged that this computer will be linked with the main computer at the Ballarat Base Hospital and will be used primarily for accounting purposes.

The Stawell Red Cross ladies have continued to collect blood for use in the hospital and this is much appreciated. A total of 551 units of blood was collected during the past 12 months.

The advent of the 38 hour week has not caused any major problems for the Pathology department. A full service is still provided in conjunction with the Ararat & District Hospital.

**DARYL ROWE**  
Pathology Technician



## **OCCUPATIONAL THERAPIST REPORT**

The Occupational Therapy Department is closely related to the Day Centre of the Hospital. I commenced duties in February this year having previously worked solely at the Ararat Hospital.

Occupational Therapy includes evaluation, consultation and treatment with patients being seen both individually and in groups. The Day Centre, which runs from 9.30 a.m. to 3.30 p.m. daily is the most important of the group activities. Quizzes, exercises, sing-a-longs and activities like gardening and outings are all part of the Day Centre/Occupational Therapy programme.

Individual patient contact consists mostly of assessing the patient and their disabilities and then helping and retraining the individual to a point of independence. Showering, dressing, eating and working are all activities requiring the skills of the Occupational Therapist if disabled people are to retain the ability to live in the general community with their families.

The Occupational Therapist is responsible for the co-ordination of the Geriatric Assessment Team, as well as assessing the occupational capabilities of all referred. (This team seeks to increase the efficient use of the long term care beds available at the hospital.) The Therapist is also a resource person for those

seeking information on aid and aides available to the disabled.

This year has been a successful one for the department and has been achieved through the co-operation of all hospital staff but particularly those working in the Day Centre.

**JANE ROGERS**  
Occupational Therapist





# REPORTS

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## **SPEECH PATHOLOGY REPORT**

The Speech Pathology Department has undergone several changes during the past year.

Until July of this year, the weekly service was provided by Wimmera Base Hospital. With the creation of a new Speech Pathology position at Ararat, the Stawell service now comes from the Ararat & District Hospital.

The Speech Pathologist assesses, diagnoses and treats a wide range of communication disorders in both adult and child populations. In the past month the additional service of an adult dysfluency (stuttering) group has also commenced.

The effectiveness of the department has been aided by the purchase of much needed furniture and therapeutic aids.

Patient referrals have continued to increase, showing that the service is being well utilized by all relevant professionals. However, it is apparent that additional staff are necessary to meet the needs of the Stawell and Ararat communities.

A submission detailing the needs within this region will be forwarded to the Health Commission in the near future.



REGINA FITZPATRICK  
Speech Pathologist

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## **PODIATRY REPORT**

The use of Podiatry services during the past twelve months has continued to increase from an average per session of fifty patients in July 1983 to an average of sixty-one patients per session in 1984.

The majority of patients are elderly although there has been an increase in the number of children with foot complaints, there has also been an increase in the use of Podiatry services by the acute wards.

The service is provided for patients in Syme Ward, Day Centre and Outpatients. It has been well utilized throughout the year and indicates that it will continue to do so.



HELEN DAVIDSON  
Podiatrist

# REPORTS

## WELFARE OFFICER REPORT

I commenced duties as the Welfare Officer in January 1984, employed by the Town of Stawell Council and the Stawell District Hospital on a share basis. My job role is to provide assistance and counselling to Hospital patients, Day Centre and Syme Ward patients, and residents of the town. A large part of this work involves working with the Assessment Team to help patients live in the community with appropriate domicilliary and social supports. In the first year of operation of welfare duties, a client load in excess of 500 attendances (excluding referrals to other welfare agencies) confirms the need for a Welfare Officer in the hospital team. The majority of attendances have resulted in liaisons with other staff, especially Charge Sisters, Occupational Therapist, Director of Nursing and Physiotherapist. The role has also increased contact and planning for patients between the Hospital and the Town Hall, Eventide Homes and Government Departments.

On the community development side of the role, I have presented a report to the Hospital and Town Hall on Housing Needs, Early Childhood Services, Family Planning, Family Day Care, Crisis Intervention, Pleasant Creek Training Centre Services, and Social Security needs in Stawell. The practical outcomes which have been pursued since the report are:

Welfare Officer appointed research consultants from Melbourne to study the impact of Western Mining and other major industries in Stawell, to facilitate economic and employment growth.

Four house blocks of land owned by the Town Council handed over to the Ministry of Housing for development of elderly persons independent units.

Submission prepared and sent to Department of Social Security to provide an office and permanent staff located in Stawell.

Submission prepared and sent to Ministry of Housing and Department of Community Welfare Services for funding of a community house in Stawell.

Assisted Pleasant Creek Training Centre to obtain approval for adult training centre in Stawell.

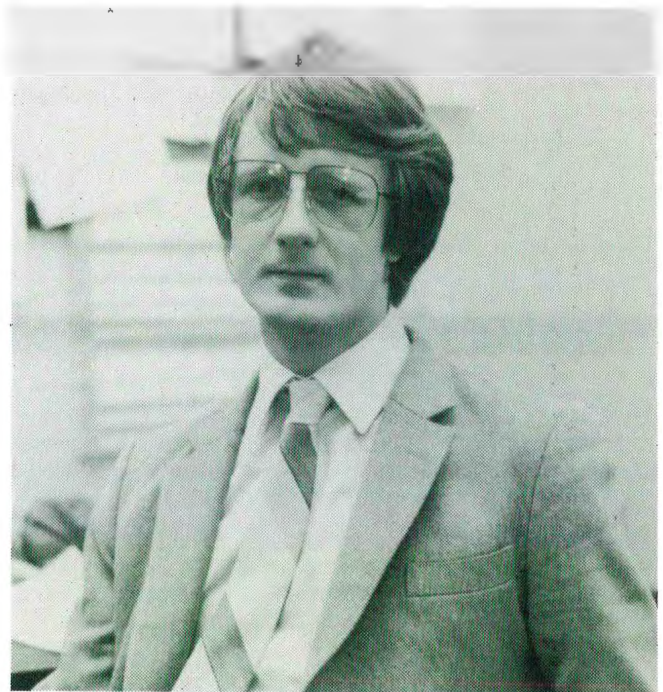
I have provided work experience with the Occupational Therapist for two student primary teachers. I will be supervising a research officer employed in my department (funded by Department of



Community Welfare Services) to engage in a social mapping exercise to contribute to a regional information network and provide information about demand and delivery of services in Stawell.

I am involved in several community consultation groups as I think that the role of Welfare Officer relies on public contact and information-sharing. I have found the job to be interesting and rewarding, particularly to work as part of the Hospital Team.

PHILIP PERRY  
Welfare Officer



# REPORTS

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## MICRO-COMPUTER - WORD PROCESSOR

In March of this year the Stawell District Hospital purchased an Hitachi MB6890 "Peach", a multi-functional micro-computer. Also purchased to complete the computer system was a colour visual display unit, a dual disc drive and a dot matrix printer. The computer itself included a standard typewriter or "QWERTY" Keyboard.

This computer system is capable of producing high resolution graphic displays and is provided with built-in interface systems for connection with peripheral equipment to process a wide variety of jobs.

The main function of the computer at Stawell District Hospital, is as a word processor. It makes the preparation of minutes, agendas, notices etc a quick efficient procedure. All information is stored on magnetic disks, so it can be used for future reference.

The Pharmacy Stock Control is also carried out on the computer. One day per week is put aside for this task, which involves recording incoming stock, orders and allocating stock to individual wards.

Several software packages have been acquired for use on the computer. The most used is the word processing programme which converts the computer from a calculator to a very intelligent typewriter. A small data-base programme has been bought to help with preparation of statistics, and a pharmacy programme acquired from Ararat Hospital. Ballarat Hospital will be providing a further series of programmes for use in Pathology and X-Ray.



LYN BOND  
Manager's Secretary

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## SOCIAL CLUB

Once again the Social Club has tried to bring all staff members together with various functions. With the majority of staff working shift hours, it is difficult to arrange social outings to include everyone. Therefore the last twelve months was not a very active one.

The highlight of the year was a trip to the Melbourne Entertainment Centre to see Kenny Rogers in Concert. Supporting artists were Alison Durbin and Johnny Chester. It was an excellent performance enjoyed by the members who went. Hopefully there will be more trips like this in the future.

During the year we farewelled various members of the Social Club, due to retirement, transferring to other towns and confinements.

We also sponsored the Hospital Indoor Cricket Team which is doing very well.

I would like to thank my committee and members who supported me over the last twelve months, and wish the incoming committee success in the next twelve months.

LYNETTE BOND  
President



# REPORTS

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## LADIES AUXILIARY

The Hospital Ladies Auxiliary had a successful year with many fund raising functions being held throughout the year.

The first, a coffee party at the home of Dr. and Mrs. Castle raised \$324. A garden party and fashion parade at the home of Mrs B. Howden added \$562 to our funds. We had our annual stall at the trade fair, the result \$128. A china painting and spinning display and demonstration held at my home added \$123 to our funds.

The Stawell Bowling Club held their Annual Hospital Day in perfect weather, the result was \$238 from fees and a stall. Thank you bowlers, and members of the auxiliary who provided afternoon tea. Our thanks also to Stawell Golf Bowls for a donation of \$110. Mr Herb Skurrie was very constant in collecting for the Hospital at a total of \$595. Thank you Herb.

Together with the Younger Set we prepared and served the official luncheon at the Wimmera and Mallee Hospital Appeal held at Central Park. We also donated \$100 to the appeal. Members of the auxiliary helped as doorkeepers at the Lindsay Brown Art Show. We ran a competition over a period of months, the first prize a jumper knitted by Mrs Elizabeth Castle with wool spun by Mrs Helen McMurtire. Second and third prizes were hand painted plates which I was happy to donate. A total of \$344 was raised from this competition.

We held a Wine and Savoury evening which was as popular as ever, with \$533 going to our funds. I would like to thank members of the auxiliary, secretary Mrs. Kath Young, Treasurer Mrs. Betty Gross and many others, who helped in any way throughout the year.

We have now given \$4,500 towards \$10,000 promised to the Nursing Home for the Aged Appeal.

MRS. E. OSBORNE  
President



# REPORTS

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## YOUNGER SET REPORT

It is with a great deal of pleasure that I present to you the 1983-1984 Annual Report on behalf of the Stawell District Hospital Younger Set.

With membership slightly down, the girls commenced the year with great enthusiasm. We held a social evening in the form of a progressive dinner, followed by our ever popular Oaks Day Luncheon which raised \$416.10. The Younger Set also catered for the main course at the Annual Wimmera Mallee Hospital Radio Appeal held at Central Park. We were assisted by the Ladies Auxiliary who provided sweets for the day. The club provided afternoon tea for the three days at the Art Show held at Mr Lindsay Browns, raising \$112.81. For the first time, the club held a New Year's Eve Ball which raised \$953.57. Our annual Tennis Tournament this year was held on a Sunday for the first time and included Mens, Ladies and Junior Boys and Girls. This type of tournament proved very popular and raised \$288.30.

The annual Coin Drive continues to be a great success, this year raising \$614.28. The final big effort for the year was our Irish Christmas. Beautiful food and great entertainment made the night a huge success netting our club the tremendous sum of \$1,405.69. My heartfelt thanks goes to every member who rallied in my absence. Once again the Younger Set girls proved what a great band of workers they are.

I am proud to say we were able to pay \$4,000.00 to the Hospital for the Extension to the Nursing Home for the Aged. We also purchased an Ice Crushing Machine.

The trolley continues to prove popular with the patients. Thanks to the Ladies Auxiliary and the Red Garters who each man the trolley one week of each month. Thanks also to Sherrill Cameron for keeping the roster current and to those girls who have stocked the trolley regularly to ensure its smooth running.

My thanks to those who have supported me throughout the year, especially Noelene McDonald, thanks Noelene for a great job as secretary, treasurer Noelle Gladman, Val Kennedy for her cake raffle each month which raised \$76.93. I must say thank you to Michael Delahunty and the staff at the Hospital for the tremendous support they give us.

To the Residents and Traders of Stawell and District who have supported us in many and varied ways and to Mark Dadswell and the Stawell Times-News for their publicity, I say thank you.

My year as President has been a memorable one and I wish to congratulate the new President and Executive on their appointments and wish them all the best for the coming year.

JOAN BRILLIANT  
President





# LOOKING AROUND THE HOSPITAL



Tracey Smith, our Laboratory Assistant putting tests through the centrifuge.

Hospital Administration Staff  
L - R  
Keith McMullin (Paymaster)  
Gayle Streeter (Typist)  
Rae Smith (Admin.)  
Caroline Smith (Admin.)  
Absent — Lindsay Kent  
(Admin. Officer)



Occupational Therapist, Jane Rogers and Sister Lorna Carey assisting patients in the Day Centre.

# LOOKING AROUND THE HOSPITAL

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Domestic Staff  
Debbie Chester and Sue Kennedy  
working in the wards.

The Maintenance Team  
L - R  
Daryl Holloway (Gardener)  
Garrie Martin (Foreman)  
Kevin Collins (Fitter & Turner)  
Simon Healy (Apprentice Carpenter)



Cleaning up after Theatre  
L - R  
Sister Pam Fowkes  
Nurse Barb Gronert  
Sister Chris McLean



# HOSPITAL EVENTS '83 - '84

## KITCHEN WORK START AT HOSPITAL



Redevelopment of the kitchen area at Stawell District Hospital has begun, and is expected to take until April 8 to complete.

## MINI-COMPUTER FOR HOSPITAL

Approval has been given by Stawell District Hospital Board of Management for the purchase of a Hitachi Peach mini-computer.

Its main function will be the processing of accounts for the x-ray and pathology departments, pharmacy stock control and it also has word processing

facilities.

Ararat Hospital is purchasing similar equipment, and both hospitals will develop their computerisation programs in conjunction.

Funding of the machine is through the special purposes pathology fund, and the equipment will be at no direct cost to the hospital.

## Younger Set Officers



## HEALTH LECTURES AT HOSPITAL

Stawell District Hospital is to conduct a series of free public health lectures which the committee of management believes will become an important extension of the hospital's role in the community.

## Added Services At Hospital



Occupational Therapist Mrs Jane Roges is now spending three days a week at Stawell Hospital, Wednesdays to Fridays and Mondays and Tuesdays at Ararat.



Speech Pathologist Regina Fitzpatrick is now spending one day a week with patients in Stawell at the District Hospital.

She is employed at Wimmera Base Hospital four days a week, and is married to the hospital's physiotherapist, Mr Ian Gill. They live at Cam...

• Stawell Hospital Younger Set is about to advance into a new year. The personnel at the helm this year will be Noeline McDonald, secretary (left), Joan Brilliant, president (centre), and Noelle Gladman, treasurer. Planning for the new year has already begun and functions coming up include a progressive dinner on October 15, an Oaks Day luncheon on November 3 and a New Year's Eve cabaret.

## Auxiliary Elects Officers

Stawell District Hospital Ladies' Auxiliary has elected Mrs E Sparrow as its President for the coming year. Mrs E Cusle is senior vice president, with Mrs Kath Young re-elected Secretary, and Mrs B Gross, Treasurer.

Guest speaker at the meeting was Insp. N Nunn, who spoke of police work generally, and in country centres, with its obvious advantages.



# HOSPITAL EVENTS '83 - '84

## HOSPITAL GEARS ITSELF TO FACE BUDGET SLASH

Stawell District Hospital has been directed by the Health Commission to reduce its expenditure by 1.9% over the next nine months.

## Green Light For The Elderly

Approval of plans for the proposed Syme Nursing Home extensions at Stawell District Hospital, and the recent approval of the Department of Social Security for approval for eight more cottages at Eventide Homes, is good news for Stawell and District elderly people.

For the past five to six years, there has been virtually nothing happened to house the sick and elderly.

Now, the stage is set for the latest approvals to go ahead at the two institutions.

Beds are urgently required at Stawell Hospital where care is required for the frail, while at Eventide Homes, cottages, and additions to Urquhart House will fill a long waiting list for those unable to care for themselves.

## \$3000 FROM GOLFATHON



## ROLE OF HOSPITAL TO BE EXAMINED

A delineation program of the role of Stawell District Hospital to determine its services and their level of complexity, is to be undertaken on behalf of the Board of Management.

## Liaison Offer By David Hawker, MP



The Member for Warron, Mr David Hawker, has offered to liaise between Stawell District Hospital Board of Management and the Department of Social Security, when the time comes for extensions to be built to the Syme Nursing Home.

## SHS STUDENTS SUPPORT SDH

Stawell District Hospital is \$200 better off, thanks to the work of students from Form 9a, at Stawell High School. Students rallied together and in a round of fund raising activities, put together \$200. The representatives of 9a, Sally Middleton and Joanne Cumming presented a cheque to Hospital vice president, Mrs Meg Blake (right) and manager, Mr Michael Delahunty (second from right) at the High School Assembly last week. Thanks from the Hospital were extended by Mrs Blake.



## HOSPITAL WITHIN BUDGET

At the end of January, seven months into its financial year, Stawell District Hospital was \$2,442 below its projected budget spending of \$1.6 million.

This excellent result given the quite severe limitations provided in the budget for the year was reported to a meeting of the Board of Management on Tuesday night.

Hospitals for the 1983/84 financial year had severe budget restrictions placed on them by the Health Commission, and warned by the Minister of Health Mr Tom Roper, they should make every attempt to stay within their projected spending field.

# HOSPITAL EVENTS '83 - '84

## HOSPITAL GALA DAY SUNDAY

A gala day with TV star attractions is planned at Central Park on October 30, the occasion of the 3WM broadcast for the annual Wimmera Hospitals appeal day.

## APPEAL TOTAL - \$5000 LIFT

Stawell District Hospital's 1983 appeal total skyrocketed even further this week with the finalisation of proceeds from the cabaret ball and the Hospital Sunday at Central Park.

## CONTRACT SIGNED FOR HOSPITAL RE-DEVELOPMENT

Contracts were signed on Friday at Stawell District Hospital for the kitchen re-development area, including a coolroom and staff amenities area, for a total of \$328,433.

Work is expected to commence on September 26 this year, with an anticipated conclusion date on April 6, 1984. Hospital President, Dr R N Castle said this week he was delighted with the work about to com-

mence, and also the fact that the tender had been allocated to a Stawell firm, M & K Kwiatek Building Contractors.

• PICTURED: Back, left to right, Mr John Kean, representing

Domaine Partnership (architects), Hospital Manager, Mr Michael Delahunty; front: Mr Michael Kwiatek and Dr R N Castle, Hospital President, signing the contracts on Friday.



## Part Of Hospital Appeal Day

The Wimmera-Mallee Radio 1983 Hospital Appeal raised more than \$1,330,000 for a total of 24 individual hospitals.

From 8am through until 7pm Wimmera-Mallee radio station 3WM conducted a broadcast of the appeal from Stawell's Central Park.

During the day a number of personalities were called in to announce donations including Gavin Wood (right) from Hey, Hey It's Saturday, Countdown and the EON-FM Breakfast Show fame.

Microphones were manned throughout the day by radio announcers and guests. ABOVE: Three personalities on the job were Stan Capp, Manager of the Wimmera Base Hospital, Mike Toone from 3WM and 3WM announcer Mike Gerdwood.



## \$993 From Uncle Bobs



A cheque for \$993 was presented to Stawell District Hospital this week by Mr Joe Wright, representing the Uncle Bob's Club.

# DONATIONS (Hospital Section)

		\$			
Anonymous	100.00	Great Western Old Time		Robinson Mr & Mrs J.	100.00
Anonymous	100.00	Dance Club	100.00	Robson Mr & Mrs M. M.	100.00
Anonymous	40.00	Greenway Elsie	10.00	Rush Mr Eric	30.00
Anonymous	10.00	Griffin Clint, Shaun	10.00	Russell Jamie	5.00
Anonymous	60.00	Halls Gap Community		Sawyer M.	10.00
Anonymous	50.00	Committee	490.00	Schnaars I. M. & R. L.	40.00
Anonymous	5.00	Hancock M. J.	20.00	Sherwell B. R. & J. M.	25.00
A.G. Airwork (Vic.) Pty. Ltd.	500.00	Heinz H. W. & V. C.	20.00	Sim Mrs Jean	20.00
Arnold Mrs I. M.	50.00	Herman Mr & Mrs W.	20.00	Simpson J. & H. &	
Attrill Mr Ross	20.00	Holloway Mr & Mrs J.	20.00	A. T. Tressiter	20.00
Australian Natives		Holmes W. & J.	20.00	Shimitras Mr & Mrs J.	10.00
Association	15.00	Holmes W. J. & F. I.	10.00	Skurrie Herb	1.00
Backhouse E. & N.	30.00	Howell S.	9.00	Smith Mrs Ivy	8.00
Baird Mrs.	10.00	Hurley Mr & Mrs L.	10.00	Smith Mr & Mrs W. F.	20.00
Bartholomew Mrs R.	4.00	Hutchings Mr C. J.	10.00	Stawell Athletic Club	72.20
Beck Mr & Mrs Geo.	10.00	Hutchings Mrs E. L.	15.00	Stawell Bowling Club	47.00
Bennett Mr & Mrs J. M.	100.00	Jenkins W. L. & E. D.	15.00	Stawell Baptist Women's	
Bennett Mr & Mrs P.	10.00	Johnson W. & J.	10.00	Fellowship	10.00
Bibby E.	10.00	Jolly C. C.	10.00	Stawell Music Ensemble	205.00
Bibby M.	5.00	Kennedy Mrs Amy	50.00	Stawell High School	200.00
Blachford Todd & Dale	5.00	Kent D.	30.00	Stawell Hospital Bingo	1,000.00
B & P. W. Club, Stawell	150.00	Kilpatrick Mr & Mrs I.	25.00	Stawell Hospital Aux.	100.00
Boatman G. & C.	6.00	Kirk Miss C. S.	100.00	Stawell Trash & Treasure	25.00
Brehaut Mrs A. J.	10.00	Lackman Mr Lionel	50.00	Stawell Music Students	112.00
Broadwood A. W. & T. M.	50.00	Lackman Mrs K.	50.00	Stewart H. & J.	100.00
Brown Miss H.	2.00	Landsborough Uniting		Sun News Pictorial	50.00
Brown Mrs N.	20.00	Church	20.00	Tangey Mrs F.	10.00
Brown Mr & Mrs T. M.	10.00	Leslie Ron	60.00	Tin Appeal	27.69
Brown Jessie	50.00	Leversha Mrs E.	20.00	Thomas A. N.	10.00
Byron R. & Family	10.00	Lions — Nearest the Pin		Tolliday H. S. & V. E.	30.00
Cadzow W. J., F. E., J. B., J. A.	150.00	Comp.	28.35	Town Hall Hotel	704.00
Callawadda Charity Ball		Lloyd S. E. & M. O.	20.00	Town of Stawell	100.00
C/- Mr & Mrs W. G. Fraser	400.00	Loveridge Mrs G.	5.00	Tremaine Mr E.	15.00
Carmichael Ida	5.00	Maher A. M.	10.00	Trickey Des.	5.00
Castle Dr & Mrs R. N.	100.00	Margetts J. M.	40.00	Tyson Mr J.	55.00
Chamberlain Bruce M.L.C.	50.00	Mason L.	6.00	Uniting Church Fellowship	50.00
Clark Mrs E.	5.00	Melbourne M. M.	100.00	V.H.A. Rebate	643.16
Clayton Mr & Mrs J.	10.00	Morgan Mr & Mrs	50.00	Wall Jack & Gwen	25.00
Collins Mr B.	10.00	Morris Mrs E. H.	10.00	Warren Mr & Mrs L.	10.00
Community Learning Group	80.00	Morrow Mr & Mrs I.	50.00	Webster B.	20.00
Colvin Mrs Eliza	100.00	Musumeci Leo	10.00	West Phillip J.	10.00
Colvin E. S.	200.00	Murtagh Mr & Mrs Hec	10.00	Williams Rev. & Mrs M.	20.00
Court Mr & Mrs F.	300.00	McCann Mrs L.	50.00	Wilson M. J.	10.00
Cox Miss E.	20.00	McCartney Phyllis	10.00	Wimmera Mallee Hospital	
Cox Mrs G. (Snr.)	10.00	McClure Mrs E. C.	50.00	Radio Appeal	200.00
Crouch Mr & Mrs G.	50.00	McDonald Mrs E.	3.00	Young Mr & Mrs G. L.	20.00
Crouch Mr & Mrs K. F.	50.00	McCracken Kate (Major			
Crouch Mark & Brett	20.00	Mitchell Marathon)	42.66		
C.W.A. Stawell Branch	10.00	Mc Intosh Mr N.	10.00		
Davies W. P. & I. J.	20.00	McIntyre L. & A.	30.00		
Delahunty John	20.00	McLennan Mrs E.	100.00		
Delahunty Mr & Mrs L.	100.00	McMahon J. E.	20.00		
Doolan Mrs D.	20.00	McMillan Miss I. K.	10.00		
Driscoll Mrs G. A.	12.00	McNicol Susan	30.00		
Driscoll Mrs N.	10.00	McIntosh Wendy	2.00		
Dunn Mr & Mrs J.	20.00	McIntosh Greg	5.00		
Eagles Mrs	2.00	McPherson Mr & Mrs R. J.	40.00		
Eagles Tracey	2.00	Newell C. & E.	15.00		
Eddy Mr S.	20.00	Newell Mrs L.	20.00		
Eime Mr & Mrs Basil	20.00	Nicholson Mrs L. C.	20.00		
Eime Mrs A. M.	50.00	Oliver Miss M.	10.00		
Erwin Mrs E. & Family	10.00	Osborn Mr & Mrs D.	25.00		
Erwin Mrs L. R.	40.00	Osborn Mr M.	10.00		
Erwin Mr	12.00	Paulett Mr & Mrs A. J.	25.00		
Eskey Mrs M.	20.00	Perry S. G. & J. I.	20.00		
Evans Mr & Mrs E. J.	5.00	Pickering J. & E.	20.00		
Fielding Mr & Mrs T. C.	5.00	Pickering Mr & Mrs A. N.	20.00		
Fisher Mr & Mrs R. S.	50.00	Potter Mr & Mrs Alan	100.00		
Fraser C. & S.	50.00	Powell Mr & Mrs J.	100.00		
Friend Mrs N. B.	10.00	Punchard Mr & Mrs N. B.	12.00		
Gaylard Mr & Mrs D.	8.00	Rauert Mr Frank	10.00		
Gilchrist Mrs	20.00	Reading Mr I. M.	4.00		
Grange Golf Club	75.00	Reading R. C. & H. M.	50.00		
Gray Miss Edna R.	10.00	Red Cross Stawell Branch	142.00		
Gray Miss Edna M.	50.00	Richards Mrs C. J.	20.00		