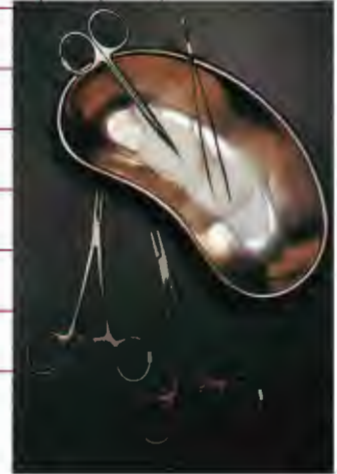
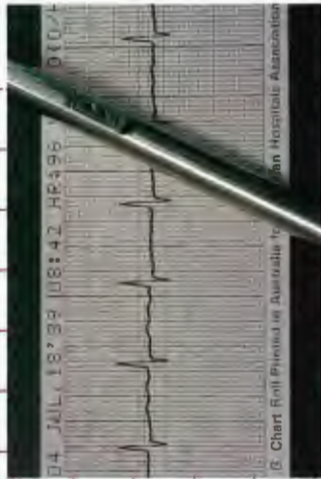


# *The Stawell District Hospital*



*130th Annual Report 1988-89*

## *Hospital Profile*

|   |  |
|---|--|
| <i>Hospital Name:</i>                               | Stawell District Hospital  |
| <i>Address:</i>                                     | Sloane Street, Stawell 3380 Victoria                                 |
| <i>President:</i>                                   | Mr G. B. Fuller  |
| <i>Originally Established:</i>                      | Pleasant Creek February 1859<br>Relocated to Sloane Street June 1934 |
| <i>Approved Expenditure Budget<br/>(Operating):</i> | \$5.1 million  |
| <i>Accreditation Status:</i>                        | Fully Accredited to August 1989                                      |
| <i>Employees:</i>                                   | Full Time . . . . .72<br>Part Time . . . . .120                      |
| <i>Approved Beds:</i>                               | Hospital . . . . .40<br>Nursing Beds . . . . .30                     |



# Board of Management



President Mr Graham Fuller



Mr David McCracken



Mr Robert Illig



Mrs Marilyn (Meg) Blake



Mrs Joan Brilliant



Mr Bill O'Driscoll



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

## OFFICE BEARERS 1988-89

**PRESIDENT:**  
Mr Graham Fuller

**VICE-PRESIDENT:**  
Mr Robert Illig

**TREASURER:**  
Mr David Reid

**BOARD OF MANAGEMENT:**  
Mrs M. I. Blake, Mrs J. M. Brilliant,  
Dr R. N. Castle, Mrs J. D. Earle, Mr G. B. Fuller,  
Mr N. R. Illig, Mrs M. McConchie,  
Mr J. D. McCracken, Mr W. D. O'Driscoll,  
Mr D. A. Reid, Mr R. C. Stone,  
Mrs J. H. Witham

**EXECUTIVE STAFF:**  
Chief Executive Officer  
Mr M. B. Delahunty, B.E.C., A.A.S.A., C.P.A., A.H.A.

**NURSING DIRECTOR:**  
Mr K. B. Fowkes, R.N., D.N.E., B.A.(Soc.Sc.), W.S. Cert.,  
F.C.N.A.

**MEDICAL DIRECTOR:**  
Dr C. A. Scaife, M.B., B.S., F.A.M.A.

**AUDITOR:**  
Auditor General

**SOLICITOR:**  
J. H. Webb & Seng Hpa

**BANKERS:**  
Australian and New Zealand Banking Group Ltd.

**ARCHITECTS:**  
Balcombe Griffiths Pty. Ltd.



Mrs Marion McConchie



Mr David Reid



Dr Norman Castle



Mr Robert Stone



Mrs Janet Witham



Mrs Jean Earle



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## Agenda

The One Hundred and Thirtieth Annual General Meeting of Stawell District Hospital, Life Governors, Friends and Supporters will be held at the Stawell Harness Club Laidlaw Park Reception Centre, on Monday, October 16, 1989 at 8.00 p.m.

### ORDER OF BUSINESS:

1. To confirm the Minutes of the previous Annual Meeting.
2. To receive and adopt the report of the Board of Management and Audited Statement of Accounts for the year ended June 30 preceding.
3. To transact such other business of which at least seven (7) days notice in writing has been given to the Chief Executive Officer.
4. Guest Speaker — Mr Peter Worland.
5. Stawell and District Elderly Peoples Home Annual Meeting.
6. Supper.

By order of the Board of Management.



## Highlight of the Year



### Press Release Stawell District Hospital - South Ward Development

The Minister for Health, Caroline Hogg, announced on August 11, 1989, that approval had been given to redevelop the sixteen bed South Ward of the Stawell District Hospital.

Renovations to the South Ward will provide improved patient care facilities including a new sixteen bed Surgical and Obstetric Ward, Delivery Suite, Main Entrance, Admission and Reception areas. In addition, minor renovations will also be undertaken in the Operating Suite.

The South Ward Redevelopment project is the second stage of works to patient facilities at the Hospital, with stage 1 North Ward, completed in 1987 at a cost of \$1.6 million.

Mrs Hogg said "Stawell District Hospital is a busy hospital, strategically located on the Western

Highway (which is one of the State's busiest roads), serving a local community which has seen major changes with the resurgence of gold mining and the developments undertaken by Western Mining in the surrounding countryside"

"Originally planned as a single project, the redevelopment of the Hospital was designed to renew all of the patient care areas, however as the costs were significantly over the original Budget estimates it was decided to separate the work into two stages and redefine the second stage with a comprehensive cost review undertaken. Unfortunately when this review was completed, the State Government was not in the position to fund the project as its Works and Services Programmes were fully committed.

"The Board of Management, and the Chief Executive, Mr Michael

Delahunty, together with all of the Hospital Staff are to be commended for work that has gone into the project, and for the manner in which they have all coped with the temporary ward accommodation.

"Redevelopment of the South Ward, at an estimated cost of \$3.4 million is an essential element of Health Department's Regional Health Plan for the Central Highlands/Wimmera Region and a focus for acute care in District Hospitals.

"The former Minister for Health, David White, gave a commitment to the Hospital in 1987, which I endorsed during my recent visit, and I am very pleased that I am in the fortunate position today to make this announcement which permits the project to proceed to construction. I understand that the building works will take twelve months to complete."

## Looking to the Future

● Renovations to the South Ward will provide a substantial upgrade of patient facilities, including a new sixteen bed Surgical and Obstetric Ward, Delivery Suite, Main Entrance, Pharmacy, Admission and Reception area. In addition, minor renovations will also be undertaken in the Operating Suite.

"Redevelopment of the South Ward" at an estimated cost of \$3.4m is expected to take twelve months to complete.

● The Hospital Board of Management have decided to establish a "Hospital Foundation". Realistically the Board of Management is of the view that significant Government Grants should not be depended on in the future. Greater financial independence is vital for this hospital's future.

The Foundation is intended to provide the financial security to meet the foreseeable high standards of care and equipment and provide for

the requirements of an ageing population. (Further Foundation Details on Page 22)

- Improve the communities access to the publicly funded denture scheme.
- Advance the planning to date for expanding the number of available Nursing Home beds.
- Provide a Palliative Care Service.
- Improve the Hospital Discharge Planning Process.





## Report of the Board of Management

It gives us great pleasure to present to you on behalf of the Board of Management, the 130th Annual Report and financial statements for the year ended June 30, 1989.

The year could be described as the year in which the hospital experienced lows and highs in relation to its redevelopment programme.

It is appropriate that we allocate the first part of this report on our redevelopment programme that has consumed much of the Board of Management's time since 1982.

### Hospital Redevelopment

The present hospital site was first occupied in 1933. In the years 1933 to 1982 only superficial changes occurred in the main hospital building. The result was that we had: (1) a twenty-four bed medical ward, including four children's beds, served by only two combined showering/toilet facilities; (2) a fifteen bed ward with two showering/toilet facilities; and (3) seven bed midwifery unit served by one showering/toilet facility.

There were other major deficiencies in the ward layout that precluded quality patient care.

As a result of these inadequacies the need to upgrade our acute wards was agreed as an urgent requirement in 1982 by the Health Department's "Development Team" chaired by Dr Wilkinson.

The following strategy was agreed to between the Health Department and the Board of Management in 1982 to allow a planned and co-ordinated redevelopment to occur.

1. **Expand and modernise hospital's kitchen facilities** to service the increased demand of planned additional nursing home beds.

This upgrade cost \$400,000 and was officially opened in August 1984.

2. **Additional Nursing Home Beds**

The number of nursing home beds was increased from nineteen to thirty with the opening of the Perry Wing in January 1986.

The cost of this extension was \$542,000.

3. The third and final stage of the strategy adopted in 1982 was the **redevelopment of the hospital's acute wards.**

This project received Government approval in October 1984 with an estimated end cost of \$1.86m.

The first stage of the project was completed when the twenty-four bed "Castle Wing" was opened in August 1987. The total cost of this wing being \$1.6m.

It was the Board of Management's understanding and indeed the Health Department's, that when the Castle Wing was completed the balance of the project — the construction of a new combined sixteen bed Surgical/Midwifery unit would immediately proceed.

Unfortunately this was not the case. Projected costs were significantly over the original budget estimates. The scope of work in the second stage was reviewed and a comprehensive cost assessment undertaken. When this review was completed it was anticipated that funds required would have been allocated in the 1988 state government budget.

To the surprise and disappointment of the hospital Board this did not occur and the final stage was put in jeopardy.

During the last twelve months the hospital has worked closely with the Regional Office of the Health Department, local representative groups and politicians to ensure that funds were allocated in the 1989 state budget.

To our great relief and joy the budget did provide the required funds of \$3.4m to allow this work to proceed with its expected completion date being approximately June 1991.

This final approval ensures that adequate and appropriate hospital facilities are available locally for the residents of Stawell and District.

The above funding announcement was the highlight of the year under review and finalises one of the Board's objectives.

Other objectives set by the Board in last year's annual report were:

★ **Expand the availability of Home Care Services to the Elderly in the Town and Shire of Stawell.**

This objective has been achieved with the expanded "Adult Day Care Programme" which commenced January 1988. A

Home and Community Care (H.A.C.C.) grant of \$70,530 p.a. recurrent and \$20,000 capital, was made available to allow the Day Care Programme to increase its daily capacity from fifteen to thirty clients.

This grant under the H.A.C.C. programme was as a result of a joint submission to Community Services Victoria from the following local organisations, Wimmera Community Care, Shire of Stawell, Pleasant Creek Training Centre, Town of Stawell, Grampians Community Health, Eventide Homes for the Aged and this Hospital.

This co-operative venture by these organisations is seen as a major achievement by the Board and that co-operative spirit has been sustained by those groups meeting monthly to continue to review the range and effectiveness of H.A.C.C. services available in this community.

Late June 1989 the Board was advised of additional District Nursing funding again from the H.A.C.C. programme. This funding, including \$12,000 for an additional vehicle will allow the hospital to better service the demands on this service over a greater area of our Town and Shire. In addition it is also envisaged that through this funding a palliative care service will be made available.

★ **Establish a number of Hostel places under the Control of the Hospital.**

Whilst the hospital did fully investigate this objective it was decided that funding for this type of facility should be sought by one organisation from this community and naturally that submission should be from the "Eventide Homes for the Aged".

It is pleasing to note that the submission by the Eventide Homes was successful and the Hospital Board looks forward to the opening of the additional ten hostel places for the dementia sufferer at Eventide Homes.

★ **Seek to Increase the Number of Nursing Home Beds**

To compliment what is going to happen at Eventide Homes and the fact that this district has 13.3% of its population aged 65





## Report of the Board of Management

years or older (state average 10.5%), it is becoming increasingly important that at least another ten nursing home beds are provided at this hospital.

The Hospital Board will in the coming year seek to advance planning with the funding authorities for this expansion to occur. It is envisaged that this facility will be specifically designed to accommodate the "confused elderly" who require nursing home level of care.

- ★ **Invite the Australian Council on Hospital Standards to again survey the hospital.** An enormous amount of work was undertaken by staff to prepare for the survey which was undertaken on June 14 and 15, 1989.

The Board is optimistic that the hospital will again be granted accreditation status by the Council. The result of that survey is expected to be received in October 1989.

### Board of Management

During the year the Board received resignations from two of its members, namely Mrs J. Earle and Mr J. Collins. The Board was disappointed to have to accept these resignations as both were valuable members, and in Mrs Earle's case her involvement with the hospital as a Board Member had been in excess of ten years.

On May 2, 1989 the Governor in Council appointed Mr W. O'Driscoll to the Board. The Board was delighted with this appointment as Mr O'Driscoll as a solicitor brings further expertise and balance to the Board's composition. Mr O'Driscoll was previously a Board member of the hospital from 1976 to 1981.

### Staff

Appreciation is recorded for the dedicated service given by all staff including the Visiting Medical Officers, all of whom have accepted the responsibility of working in an institution that is very much dependant on the quality and co-operative attitude of its staff.

We were delighted to welcome back Dr G. O'Brien and his family to Stawell in March. Dr O'Brien was with us in 1987 under the Family Medicine Secondment Programme. Following that secondment Dr O'Brien had resident experience in obstetrics, gynaecology and anaesthetics.

Our Physiotherapy Department experienced major change with three physiotherapists leaving, namely Messrs Steggall, Adams and Moloney. To all three, we wish them the best with their careers. The Physiotherapy service has been adequately maintained by Ms L. Douglas and Mrs D. Evans who agreed to assist us in our time of need.

Mrs J. Rogers Occupational Therapist, formally resigned her position in December 1988 after being on leave of absence for the previous twelve months.

Mr K. McMullin resigned from the Paymasters position in June 1989. Mr McMullin has been Administrator, Board Member and Paymaster at this hospital and the Board wishes him every enjoyment in his retirement.

The Board continues to receive many thank you letters from the appreciative clients who speak glowingly of our staff. These compliments are well deserved and endorsed by the Board.

### Finance and Statistics

We are delighted to report that we achieved all our output targets as specified by the Health Department. We treated 2,069 patients; an increase of 167 (8.8%) on the previous year. Even though we treated more patients, our number of bed days reduced from 12,358 to 12,197 which saw our average length of stay reduced from 6.5 days to 5.9 days.

It was particularly gratifying to the Board that in the year under review the hospital's "private" bed days increased by 318 (9.2%). This occurrence assists the hospital by increasing our revenue and decreasing our expenditure. This happening is, we believe, the result of providing facilities as is provided in Castle Wing that people with "Private Insurance" requiring hospital admission are willing to support. Our operating cash payments increased from \$4.8m to \$5.1m. This was an increase of 6.3% and compares very favourably with the C.P.I. figure of 7.4% and the previous years increase of 11.7%.

Our expenditure level was within the expenditure budget as allocated by the Health Department which is an excellent achievement for which all staff are to be congratulated. To achieve this result the following

decisions were made to ensure the hospital remained within its budget allocation:

Medical Equipment purchases reduced by . . . . . 10.8%  
Ambulance costs reduced by . . . . . 21.2%  
Food costs reduced by . . . . . 4.1%  
Staff overtime reduced by . . . . . 16.5%  
Administrative costs reduced by 1.6%

These cost reductions were achieved while at the same time maintaining the quality and scope of our services. However the savings of these magnitude cannot be expected in future years. Funding authorities must recognise that further reductions in real levels of funding will result in hospitals such as this reducing levels of service.

A detailed report of the institutions financial and statistical information is provided later in this report.

### Hospital Foundation

The continued development and advancement of our hospital is very much dependant on finances available to it. In recognition of this, the Board have decided to establish a foundation with a principle of \$1.0m. These funds will be only invested in gilt edged securities according to the Trustee Act and it is intended that only the interest generated will be expended on equipment, renovations or new buildings. The successful establishment of the foundation will ensure the hospital keeps pace with technology and meets the changing expectations of the community we serve.

### Appreciation

We would like to record our appreciation to all the community and various groups and individuals who have supported the hospital during the year as they have done so for many years. In particular the following important groups:

Members of interested and caring groups who provide on a volunteer basis services to our residents.

The Hospital Ladies Auxillary and Younger Set for being so dedicated supporters of the hospital.

The clergy of all denominations for pastoral care and visits to residents.

The Wimmera District Ambulance Service for providing us with an excellent transport service.



# Report of the Board of Management



The Red Cross Society for continuing to co-ordinate a high quality blood bank service.

The local Fire Brigade and Police for being available when required. The Stawell Times-News for their co-operation in providing valued publicity.

To all individuals and groups who have supported our activities we extend our deepest gratitude.

We would particularly like to thank a number of individuals and groups in the community who in total donated \$16,325 to assist with the renovation in our Syme Ward Nursing Home.

This renovation which in total cost \$48,000 could not have proceeded without those donations.

The Board is appreciative of the very close contacts it maintains with the

Health Department Regional Office located at Ballarat. During the year our Regional Director Mr Zamurs was promoted to the position of Acting Director of Rural Health based in Melbourne. This promotion allowed our Deputy Regional Director Mrs K. Cross to be appointed to the position of Acting Regional Director. We congratulate both these people on their appointments and acknowledge the significant representation they have made on behalf of this region and in particular this hospital during the past twelve months.

## Objectives

To further improve the quality and range of services provided to our community the following objectives have been agreed to by the Board for substantial implementation during the next twelve months -

- ★ Launch the Hospital Foundation with a target of \$1.0m
- ★ Improve the communities access to the publicly funded denture scheme
- ★ Advance the planning to date for expanding the number of available nursing home beds.
- ★ Provide a palliative care service.
- ★ Improve the hospital discharge planning process.

Finally we extend our thanks to all sections of Government and the community we serve for the continued support and assistance we have received.

On behalf of the Board of Management:

Mr G. B. Fuller      Mr M. B. Delahunty  
President              Chief Executive Officer

## Objectives

The specific objectives of the hospital are:

- ★ To provide the community with a wide range of appropriate and high quality health care
- ★ Hospital staff to obtain job satisfaction and be encouraged to develop their skills.
- ★ To be innovative in expanding financial resources.
- ★ To be effective and efficient in providing Health Care.
- ★ To encourage good relations between Management and Staff and the community we serve.

Adopted by the Board of Management  
December 1986





## Medical Director

The year has again been marked by an increase in patients treated, by a further 8%, accommodated in 1% fewer bed days, a significant gain in productivity.

Dr Gary O'Brien has joined the Medical Staff, which is otherwise unchanged since last year.

The hospital, and the community of Stawell are well served by both local and visiting Consultant Medical Staff, providing a range of services which meet the majority of medical needs of the local population.

The annual report provides an opportunity to place on record our appreciation of their service.

There have been a number of changes in the Allied Professional services.

Jean Cornish resigned her position as

Chief Pharmacist serving Ararat, Stawell and St. Arnaud, to return to Melbourne. We thank her for her enthusiastic contribution and wish her well. The pharmacy service is currently being reviewed and it appears that the preferred option may be to establish our own service, perhaps also serving St. Arnaud.

Physiotherapy has also seen change, with the departure of Peter Steggall, Richard Adams and Shane Moloney. Leigh Douglas continues a part time service, for which we thank her, and we are hopeful of restoring a full time service within a few months.

Occupational Therapy continues to thrive under Jo Fuller. X-Ray is working well under Sandy Veroude, with a regular "screening" session each Tuesday.

Pathology is working well with

Rebecca Jansma and Jeff Savage. Eileen Bowen continues to provide skilled social work, and Jennifer Porter has now moved to Stawell, providing three days to the hospital and two days to Pleasant Creek each week.

Medical Records is now under control of Patricia Lindner following Karen Douglas who returned to her home district in Gippsland.

It is a pleasure to place on record the hospital's appreciation of the excellent service given by all of our professional staff.

At the time of writing we remain unaware of the final status accreditation survey conducted June 14/15, 1989.

Dr C. A. Scaife  
Medical Director



## Visiting Medical Officers' Report

Quality Assurance was the catch phrase in 1989, with accreditation mid year; and the surveyor's were rightly impressed with the range and competence of the services provided by the Medical Staff, both local and visiting.

On a range of indicators covering internal medicine to obstetrics, Stawell compares favourable to other hospitals around the state.

This year has seen the return of Dr Gary O'Brien who has taken on the role of anaesthetic co-ordinator for the hospital, and the addition of Dr Eric Miller to the list of specialists visiting the town, thus increasing the range of gynaecological surgery available in Stawell.

Regular clinical meetings with Ararat Doctors continue to update the knowledge and skills of the medical staff.

Those with hopes of seeing the continuing development of the hospital in the surgical/obstetrics area under Stage 2 of the hospital plan,

were disappointed by the delay in funding, but continue to conduct their practice cheerfully despite the difficulties engendered by the lack of facilities and security inherent in the present temporary situation with Grampians Ward still in the day centre building and Midwifery isolated and unsupported. Good news at the time of writing, is that funding has just become available in the 1989/90 budget.

The voice of the wider community and the nursing staff in the emotional field of obstetrics, in particular regard to the atmosphere to which it is conducted, has sparked some competition in the region and the medical staff being sensitive to wishes of new mothers, have continued to debate the sensible balance of comforting surroundings against obstetric necessity in planning further service.

High occupancy levels, above average numbers of elderly in the community and to the work load

shared by the senior nursing staff and the medical officers in serving the community's after hours outpatient needs, particularly at peak tourist times, have made for a busy year with considerable stress on all concerned.

I would like to acknowledge the valuable contribution of Dr Castle and Mr Warne to management of surgical and obstetric problems requiring their skills, and adding to their responsibilities and time commitment locally. Similarly we are grateful to Dr's Cunningham, Lax and O'Brien with their anaesthetic skills.

The spirit of growth and prosperity in Stawell in the 80's has been reflected in the hospital striving for new development and diversification and we hope to see this continue into the 90's.

Dr Mark Vawser  
President - V.M.O. Group





## *Nursing Division Annual Report*

This year has seen a steady demand for nursing service.

All staff have enthusiastically responded to the challenge of self and systems appraisal necessary prior to our survey by the A.C.H.S. in June.

The alterations and refurbishing in the Nursing Home have enabled a higher standard of accommodation and supervision with resultant increase in quality of care. The perseverance and continued good humour demonstrated by staff during the dislocation caused by these extensive alterations is particularly praiseworthy.

Mrs Helen Trueman was appointed Continuing Education Teacher and her expertise in this area has seen a flourishing, appropriate educational programme.

Mrs Pam Pianta transferred from the position of Night Supervisor to Unit Nursing Manager-Midwifery and her contribution in this position has been

equally valuable.

Mrs Lorna Carey gained the Certificate in Geriatric Nursing (with Distinction), and continues to provide strong leadership in the care of Nursing Home residents.

Mrs Katherina Redford gained the Certificate in High Dependency Nursing and is applying these skills in Castle Wing.

Equipment purchased during the year which will be of benefit to nursing staff includes an Arrhythmia Anne Resuscitation Doll which will be well utilised in our Blue Leader training programme.

The donation by Stawell Apex Club of a Nikon-Kohden Defibrillator/monitor for Castle Wing Resuscitation Trolley has been a valuable contribution to patient care.

### **Objectives for 1989/90**

- ★ Obtain funding for part time Continuing Education Teacher
- ★ Redesign of Performance Appraisal System

- ★ Expand Quality Assurance Programme, including Outcomes Audits
- ★ Expand Staff Health and Fitness Programme
- ★ Simplify Patient Dependency System
- ★ Introduce Patient Dependency System for District Nursing Service

I acknowledge the valuable contribution of the Deputy Nursing Director, Hospital Nursing Supervisors, Unit Nursing Managers and all levels of Nursing Staff in their respective roles.

I wish to thank Dr R. N. Castle for his valuable contribution to the Continuing Education Programme, and the Medical Staff for their support and co-operation.

B. Fowkes  
Nursing Director

## *Nursing Departmental Heads*

### **Nursing Supervisors:**

Ms D. Perry, R.N., R.M.  
Mrs M. Henderson, R.N., R.M.  
Miss N. Sidebottom, R.N., R.M.  
Mrs J. Sherwell, R.N., R.M.  
Mrs B. Meumann, R.N., R.M.  
Mrs L. Humphrey, R.N., R.M.  
Mrs P. Gaffney, R.N., R.M. (from 23/1/89)

### **Unit Nursing Managers:**

Mrs L. Carey, R.N., Geriatric Nursing Cert. (Nursing Home)  
Mrs R. Dunn, R.N. (Grampians Ward)  
Mrs P. Fowkes, R.N., Ster. & Infection Control Cert. (Theatre & C.S.S.D.)  
Mrs P. Pianta, R.N., R.M. (from 20/2/89)  
Mrs J. Kayler-Thomson, R.N. (Castle Wing)  
Mrs K. Taylor, R.N., R.M., Dip.N.Studies (Admin) (Midwifery) (to 25/9/88)

### **Continuing Education Teacher:**

Mrs H. Trueman, R.N.



## Department Heads 1988/89



### Deputy Nursing Director:

Mrs J. Meek, R.N., R.M., A.C.N. (N.S.W.)

### Physiotherapy:

Ms L. Douglas, Dip. Physio., M.A.P.A.

Mr P. M. Steggall, B.App.Sc.(Physio.), M.A.P.A. (Resigned June 1989)

Mr R. Adams, B.App.Sc.(Physio.), M.A.P.A. (Resigned April 1989)

Mrs S. Moloney, B.App.Sc.(Physio.), M.A.P.A. (resigned Sept. 1988)

### Radiology:

Mrs S. Veroude, M.I.R.

### Podiatry:

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

### Dietitian:

Mrs P. Marshman, B.Sc., Grad.Dip.Diet.

### Speech Therapy:

Miss J. Porter, B.App.Sc., Speech Pathology

### Audiologist:

Ms K. Magree, B.Sc. Dip.Ed., Dip.Aud.

### Diabetic Educator:

Mr F. Blake, R.N.

### Occupational Therapy:

Mrs J. Rogers, B.App.Sci.(Occupational Therapy) (Resigned 14/12/88)

Mrs J. Fuller, Dip.N.Z.O.T.

### Social Worker:

Mrs E. Bowen, B.A., Dip.Soc.Stud., T.S.T.C.

### Medical Record Administration:

Miss K. Douglas, Assoc.Dip.M.R.A. (Resigned 13/1/89)

Miss P. Lindner, Assoc.Dip.M.R.A. (comm. Jan. 1989)

### Pharmacist:

Mrs J. Cornish, B.Pharm.(Hons.), M.P.S., Ph.D. (Resigned 13/1/89)

### Hospital Scientist:

Ms R. Jansma, B.Sc., Haematology

**Administrative Officer** (Food Service/Hospital Hygiene/Safety):

Mr R. Hemley

**Administration** (Accounting):

Mr L. W. Kent

### Pay Officer:

Mr R. K. McMullin (Resigned 30/6/89)

Mr M. P. Hosking (Comm. 26/6/89)

### Engineering Foreman:

Mr G. Martin

### Buying Officer:

Mr D. Guy

### Public Relations/Fundraising Officer:

Mrs M. Taberner, Assoc. Member T.A.I.F., Aff. Member P.R.I.A.

## Medical Staff

### Visiting Medical Officers:

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

Dr A. H. Cunningham, M.B., B.S., Dip.Obst., R.C.O.G.

Dr M. Gregg, M.B., B.S.

Dr W. Lax, M.B., B.S.

Dr G. M. O'Brien, M.B., B.S., Dip.R.A.C.O.G.

Dr M. D. Vawser, 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 Consultant Anaesthetist:

Dr S. D. Giddy, M.B.Ch.B., F.F.A.R.A.C.S., D.A.,

D.Obst.R.C.O.G.

### 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)

### Visiting Consultant Gynaecologist:

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

### Visiting Consultant Ophthalmologist:

Dr S. Siebert, M.B., B.S., F.R.A.C.O., F.R.A.C.S.

### Visiting Consultant Orthopaedic Surgeon:

Dr J. Nelson, M.B., B.S., F.R.A.C.S.

### Visiting Consultant Paediatrician:

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

### Visiting Pathologists:

Dr G. Humphries, M.A., B.M., Ch.B., D.T.M.&H.,

D.R.C.Path., M.R.C.Path.

Dr N. Mulvany, M.B., B.Ch.B.A.O., D.C.P., F.R.C.P.A.

Dr C. M. Pilbeam, B.Med.Sc., M.B., B.S., Ph.D., F.R.C.P.A.

Dr S. T. H. H. Pilbeam, M.B., B.Ch., F.R.C.P.A.,

F.R.C.Path., D.C.P., Dip.Path.

Dr N. A. Roberts, M.B., B.S., M.R.C.Path., F.R.C.P.A.

### Visiting Consultant Physicians:

Dr A. Ambikapathy, M.B., Ch.B., D.T., M.&H., M.R.C.P.,

F.R.A.C.P.

Dr J. Stickland, M.B., B.S., F.R.A.C.P.

### Visiting Consultant Psychiatrist:

Dr T. B. Stephens, B.Sc., M.B.B.Chr., F.R.C.P.,

F.R.C.Psych., F.R.A.N.Z.C.P.

### Visiting Consultant Radiologist:

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

### Visiting Consultant Rheumatologist:

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

### Visiting Dental Staff:

Dr D. L. Lye, D.S., B.D.Sc.

Dr P. B. Nowell, B.D.S.

Dr C. G. Reid, B.D.S.

Dr J. F. H. Williams, B.D.S., F.R.A.C.D.S.





## Radiology

|                 | Total Patients | Total Examinations |
|-----------------|----------------|--------------------|
| 86/87 . . . . . | 2,062          | 2,619              |
| 87/88 . . . . . | 2,854          | 3,415              |
| 88/89 . . . . . | 2,920          | 3,554              |

As seen by the above table, the Radiology Department has had an overall 4.1% increase in activity, and it is interesting to note an 8.7% drop in the number of ultrasounds performed this year. (437 with 475 for 87/88.)

This completes the first full financial year in the new upgraded Department. There had been many frustrating 'break downs' in the function of the equipment since installation eighteen months ago, but hopefully now the system is running quite reliably. Our big day is Tuesday when a Radiologist and Ultrasonographer visit for a screening and ultrasound session. We have been trying for quite some time to facilitate the smooth running of these days, as all too frequently we had wall to wall patients all in various degrees of discomfort. The system changed dramatically when a new Radiographer was appointed in Ararat, who had experience in ultrasound. He now does the ultrasounds in Ararat during the week, thus enabling the Ballarat Ultrasonographer to start here a lot earlier on a Tuesday, and the Radiologist follows after he has completed the Screening Session in Ararat. This has resulted in a considerable benefit to our ultrasound patients as there is more time to spend on the examinations, and bookings are spaced further apart.

The installation of a Chemical Mixer to the darkroom was a big achievement this year. Gone, at last, are the days of mixing processor chemicals by hand, and inhaling the fumes. Now fully automated, a signal sounds when a top-up is required, and this can be set up and left without supervision.

### UNIT COSTS

|                 | Cost   | Attendance | Cost/Attendance | Cost/Examination |
|-----------------|--------|------------|-----------------|------------------|
| 86/87 . . . . . | 64,700 | 2,062      | 31.38           | 22.50            |
| 87/88 . . . . . | 72,044 | 2,854      | 25.24           | 19.77            |
| 88/89 . . . . . | 86,176 | 2,920      | 27.80           | 22.80            |

An analysis of unit costs reveals a 10.1% increase in the cost/attendance, and 15.3% increase in cost/examination compared with the previous year. Certainly with the wider range of examinations available, there is a higher demand on our consumables and the increased unit costs was to be expected.

Sandy Veroude  
Medical Imaging Technologist





The last twelve months have seen considerable expansion in this Department.

The chart below shows growth in all areas particularly in the Day Centres. This can be attributed to the injection of Home and Community Care funding into our programmes, allowing us to expand our services to two Day Centres in the Town, with people coming in from Great Western, and an Outreach Programme operating one day per week at Halls Gap. We hope to extend to Glenorchy during this financial year.

This expansion of services has necessitated an increase in staff, and Rose Hale, Moira Hateley and

Elizabeth McKenzie joined us in January when the new services began. Our bus service is now operated mainly by Kingston's and the driver, Graham Carr, has become an important member of our team.

In March, Fran Anyon commenced her training as an Allied Health Assistant and on completion of training, her services to the Occupational Therapy Department, particularly in the Nursing Home area will be invaluable.

Maree Taberner regretfully resigned as Day Centre Team Leader in April, and was replaced by Zena Appleby. During the year, with Elaine Smith, I have run an Arthritis Self Help Group and another is planned for later this

year. I have assisted on three Healthy Lifestyle Holidays and hosted and attended Regional Occupational Therapy meetings and seminars when possible.

I would like to thank all our staff for their enthusiasm and co-operation, also our willing volunteers, Social Worker, Eileen Bowen, Jill Miller and the Community Centre Staff, District Nurses and the Hospital Staff who have all given their support and assistance so willingly. Thanks go to Harry Hunter who assists so ably with minor home modifications.

Jocelyn Fuller  
Occupational Therapist

### OCCUPATIONAL THERAPY

| Year | Department Cost | Attendances | Cost Per Attendance |
|------|-----------------|-------------|---------------------|
| 1987 | \$33,396        | 3,806       | \$ 8.77             |
| 1988 | \$28,648        | 2,562       | \$11.18             |
| 1989 | \$24,540        | 2,608       | \$ 9.41             |

The change in attendance figures over last two years is caused by the position changing from full time to part time.

### DAY CENTRES

| Year | Department Cost | Attendances | Cost Per Attendance |
|------|-----------------|-------------|---------------------|
| 1987 | \$46,192        | 2,752       | \$16.78             |
| 1988 | \$29,748        | 2,761       | \$10.77             |
| 1989 | \$70,905        | 3,039       | \$23.33             |

The increase in costs in this area is due to the increase in staff from two part time to four, one full time and three part time. The need to run two Day Centre venues and the appointment of Kingston's to run the major part of our bus pick up service costs should decrease with our increasing attendances.



# Speech Pathology



The Speech Pathology service recommenced activity at the Stawell District Hospital in February 1988 after a break of over twelve months. During the 1987/88 financial year from February to June, the Therapist saw thirty-seven patients per month operating the department two days per week. From July to December the department extended services to three days per week with a monthly average of ninety-three patients. During the 1989 January to June period an average of seventy-seven patients were seen each month. Patient contact is typically a forty-five minute individual session or a ninety minute group session.

The patient caseload for a sole therapist is enormously varied. Communication difficulties may involve voice, speech, grammar, comprehension, reading, writing and impairments due to stroke, head injury or intellectual disability.

This past year has seen a number of interesting and exciting developments

for the Stawell Hospital Speech Pathology Department. In April 1989, Ms Fran Anyon was appointed Allied Health Assistant. Fran's role in terms of Speech Pathology will be in the preparation of therapy materials, co-ordinating speech and memory groups in Perry/Syme Nursing Home and continuation of maintenance therapy for long term patients. The Allied Health Assistant's activities within the Hospital effectively frees the therapist to assess, treat and design programmes for each newly referred client. There is no waiting list for Speech Pathology services within the Stawell District Hospital.

Recently a range of much needed equipment, diagnostic and therapy material was purchased for the department. A generous donation from 502 Primary School enabled the Hospital to purchase a highly sensitive recording machine — an invaluable piece of equipment in speech and voice difficulties.

Hospital staff, including the Nursing

and Hygiene Departments, have been introduced to a basic gestural signing system. This system will provide all staff who have patient contact with an effective, alternative means of communication. This system has been used widely and to great benefit among the intellectually disabled population, developmentally delayed children and the stroke patients. The aim is to provide a co-ordinated team approach to patient care and rehabilitation.

In all the 1988/89 year has been both a rewarding and challenging experience. The future of Speech Pathology service in Stawell has enormous potential and the Stawell Hospital is geared to meet the future needs of the community.

Jenny Porter  
Speech Pathologist



## “Caring for Our



# Hospital Hygiene



Cleaning procedures play a critical role in achieving a high standard of hygiene in the hospital.

A well cleaned and maintained hospital is much more likely to be free from incidence of patients acquiring infections whilst in hospital. Infections are caused by microbes, such as bacteria or viruses, and it is important that the cleaning techniques used in the hospital

reduce or control the microbes which live within our environment.

The general cleanliness of the hospital is an important contribution to the prevention of infection. This is why the Stawell District Hospital has a clearly defined cleaning policy.

With accreditation the main theme for the year, the Department was very happy with the Surveyor's comments, which justified the efforts put in by all

members.

Sandra Dalziel has been appointed Deputy Supervisor of the Department.

R. D. Hemley  
Administrative Officer

# Catering Department

The past twelve months have seen the Catering Department continue in their commitment to effective and efficient food services to staff and patients of our community.

In June, the Department went through the Accreditation survey, and the manner in which our staff enthusiastically performed their work

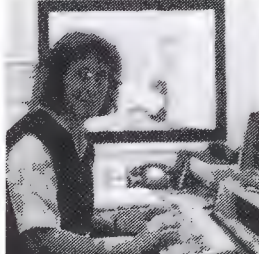
to achieve the results required, was indeed pleasing and encouraging.

The Patient Quality Assurance Programme is a continuing feature of our Department in providing the highest possible standard within our budget.

There have been limited organisation

changes within the Department over the last year. We said farewell to Leonnie Mitchell who completed her term as Apprentice Chef, and welcomed Cameron Reid as our new Apprentice Chef.

R. D. Hemley  
Administrative Officer



# r Community''



## Social Work



The Social Work Department is concerned with enabling patients and their families to manage the effects of illness, disability or decreased independence. The focus of social work is the social functioning and emotional well-being of patients, and any intervention endeavours to take into account the whole person in his/her environment.

The work includes counselling, information sharing, arranging access to resources or services, consultation with other health/medical staff and with other health/welfare agencies.

The Social Worker is part of the Regional Geriatric Assessment Team and convenes the local Geriatric

Assessment Committee. This involves following up referrals, reporting, liaising with those involved and record keeping.

Whilst the social work service is available to all patients, a significant proportion of the work load is concerned with the needs of elderly people, and is geared towards helping them maintain their independence at home. When this is no longer possible there is assistance in making alternative arrangements.

Of considerable importance is liaison with providers of domiciliary services, with Rotarians in the provision of Vital Call and the Health Department in securing the Emergency Call System.

Prompted by the growing need for services in relation to elderly people, I am pursuing studies in the field of Social Gerontology. This is proving most relevant to the work of this hospital and the Geriatric Assessment Committee.

In the Nursing Home, assistance is given to residents in relation to financial matters and time is also given to programmes aimed at social stimulation and enjoyment.

Eileen Bowen  
Social Worker

## Supply Department Report 88/89

As a result of high activity levels throughout the Hospital, our Department has accordingly been kept very busy.

Prices generally have remained within the C.P.I. Index, and this has been a factor in enabling us to maintain our budgetted figures, for the financial year.

Accreditation of our Hospital was carried out recently, and although the preliminary reports are favourable, the final outcome will not be known for

sometime; we are optimistic of a three year term being given.

Major renovations have been carried out in our Nursing Home, the work being carried out in an excellent manner by our Maintenance Department.

As a result, new tables and chairs have been purchased for the new lounge area, to the benefit of the patients in the Nursing Home.

It is hoped that the money for the second stage of redevelopment,

which was deferred by the Government, will be available following the August budget, to allow work to commence.

A special thanks to all Department Heads for their co-operation during the year.

D. J. Guy  
Buying Officer



# Engineering



At the time of this report the Maintenance Department has just finished extensive renovations to Syme Ward Nursing Home, being relocation of the Syme Ward lounge to the two three-bed wards, closer to Perry Wing Nurses Station to allow nurses to keep a closer watch on patients.

Five of the beds were relocated in the old lounge area, with walls removed to allow better access from the corridors. Two new toilets were built along with a Parker Bath room closer

to the new lounge to better cater for patient's needs. These were located in the old hairdressers room. The hairdresser was relocated into the Perry Wing treatment room. New floor coverings are also being laid.

In addition to Syme Ward renovations, Maintenance staff carried out a lot of work towards Accreditation.

Maintenance requisitions totalled 835, averaging out at 69.5 per month. I consider this to be an excellent effort by the Maintenance staff, considering

Syme Ward renovations and accreditation.

In conclusion I would like to thank Maintenance staff, consisting of Simon Healy (Carpenter), Stephen Rickard (Gardener), Chris Gehan (Apprentice Carpenter) and Adam Mullane (Apprentice Gardener), for their input into the Department this year.

Garrie Martin  
Maintenance Foreman

# Medical Record Department

It has been my pleasure to commence working at Stawell District Hospital for two days per week following the resignation of Miss Karen Douglas.

The Medical Record Department has continued to provide a quality service during the past year. 1988/89 was our busiest year for some time with 2,040 admissions compared to the previous year's figure of 1,902, and the 86/87 figure of 1,676. Each admission and discharge requires a great deal of work when at least four clerical processes are performed on the medical record.

The Medical Record Department is fortunate to have the services of a willing and dedicated staff. The Ward Clerk, who is under my supervision does the bulk of the preparation of record for admission and keeps the records in order while in the wards. While not under my direct supervision, the Front Office Receptionist go through the necessary procedures for completion after discharge. Although the location of the records room hampers quick

retrieval of records at times, the location of my desk in the Front Office is excellent as the entire record processing procedures are done in the one area. I hope that the advantages of this will be considered in the proposed redevelopment plans for the hospital.

As part of my role in this hospital is to be Quality Assurance Co-Ordinator, I have endeavoured to maintain the good work begun by Karen Douglas. Each department or area has completed at least one Quality Assurance Study. I am aware, however, that Quality Assurance really needs to be freshened up and really incorporated into every day activities in each department. At the time of writing, an initial Quality Assurance information session has been held for department heads in order to ensure that everyone has a thorough knowledge of Quality Assurance. We have now begun work on incorporating Quality Assurance into the structure of each department. This year I have also been doing a lot more Quality Assurance in

conjunction with Medical Administration. We have started some Quality Assurance studies on an on-going basis on the numbers of asthma cases and appendicectomy cases in both Stawell and Ararat as well as auditing our Diagnoses Related Groups reports. It is also planned to audit our births and deaths on a regular basis.

The Medical Record Department holds and collects a vast amount of information which I hope will be used more in the years to come. I look forward to making more use of the information we have, and also to a greater efficiency of the Medical Record Department with the introduction of a hospital computer system.

Patricia Lindner  
Medical Record Administrator





## Ladies Auxiliary Annual Report

The Stawell District Hospital Ladies Auxiliary has come to the end of another most successful year's activities. It gives me the greatest pleasure to present an account of its achievements during that time.

The Auxiliary activities were somewhat hampered during June, July and August; many of its members followed the sun to the North and to Expo. However, they returned with renewed vigour and worked at a variety of projects.

A three course midday meal was served to Shire Councillors at their meeting during three consecutive months.

A street stall was conducted in August, and a trading table was held during the Motor Show in October.

A luncheon of soup and savouries was held in September, after which Mrs Jean Earle presented a fine collection of spring fashions. This type of function is always popular and was enjoyed by all present.

A very pleasant wine and savoury evening was arranged in a final effort before Christmas. A variety of wines supplied by Seppelts, Great Western was greatly enjoyed and much appreciated.

The new year saw the Auxiliary involved in its second Flower Show. Although a lot of work was expended on this, public response was not outstanding. However, a net income of approximately \$650 was very satisfactory.

The final effort during the period under review took place last month, when the Auxiliary presented the Australian Wool Corporation Woolmark Collection, in a fashion parade. A display of handmade woollen articles by the Secondary College and local craft workers supported this evening. Wine and savouries were served, courtesy of Mr Greg Earle and S.S.W. Supermarket. Mr and Mrs Roberts decorated the Town Hall beautifully with leafy and flowering pot plants from their nursery. This function netted a little over \$2,000.

Although the Auxiliary members themselves support all ventures with

enthusiasm and hard work, they have some very loyal supporters whose friendly and generous assistance is very much appreciated. Messrs Charles Price, Ken Crouch, Norman Evans and Ivan Pietsch have given invaluable assistance. Mrs Jean Earle generously supports in kind. The hospital staff give both office and domestic assistance. Mrs Val McCann's poster work was much appreciated. Items were loaned by the Agricultural Society, Rose Society, Jeannies, Mr Fred Grellet, Stawell Secondary College, the Spinners and Weavers, Mrs Hudson, Elizabeth Lindsay, Mrs Helen McMurtrie, Mrs Jo Fuller, Mrs Pam Bennett, Mrs Gwen Reeves, Mr Dink Morgan and Edna Kuehne. To these people our very grateful thanks.

I am sure you have all at some time, been approached by Mr Herb Skurrie whose loyalty to the Hospital ladies' cause is invaluable. In only the last six months Herb has collected \$500.

For all functions a raffle is part of the activity, the prize is mostly donated. Worthy of note is that Elizabeth Arden cosmetics, through Kriewaldt's Pharmacy, presented a basket of cosmetics and the Wool Corporation a woollen screen printed scarf and men's tie.

Last year I reported that the Auxiliary was holding its money to use in certain areas of the new buildings expected to be constructed at the Hospital. Since these are very slow in materialising the Auxiliary has decided to help the hospital with other necessities. To date a wall cabinet, sheepskin mats, a security system have been presented, while on order are several Ro Ho cushions for the use of the nursing home patients.

The Auxiliary support the hospital with more than monetary gifts. When nurses felt the need to join a state wide protest, the ladies served in the hospital kitchen in the preparation of meals and serving them to the patients. Later, when laundry was not being sorted in the Perry and Syme Wards, Auxiliary ladies again came to their aid.

As a service to the patients, ladies regularly assist with the Hospital trolley.

Auxiliary ladies have accepted invitations to meetings of other auxiliaries in the town. They were guests of Younger Set members at a Christmas Social Evening and greatly enjoyed the entertainment and fellowship.

The Auxiliary membership numbers fluctuate a little but average attendance at meetings has been seventeen with three new members joining during the year. As you have heard, these ladies have worked together and accomplished a good deal, as the balance sheet reveals, approximately \$4,500 was raised in the twelve months since the last Annual Meeting.

I thank the Auxiliary ladies for a splendid effort and their co-operation in making the year a happy and successful one.

I have enjoyed these two years as President and wish the incoming President Mrs Betty Howden, the very best of success. Thank you to the other Office Bearers, the Secretary who has efficiently supported me, and the Treasurer who faithfully totted up all the takings.

This job is not the most sort after and we are to have a change of personnel. Mrs Joyce Pietsch is retiring and Mrs Betty Gross is taking the office. Best of good wishes to these ladies.

I would like to say a word of appreciation for the excellent news coverage the Stawell Times-News has given the Auxiliary at all times. A great thank you to all those members of the community who so generously support the effort of the Hospital Auxiliary on every occasion.

Edna Kuehne  
President





## Guest Speaker

Guest Speaker for this year's annual meeting is Mr Peter Worland, Director of Community Relations for the Melbourne Olympics Committee.

As Director, Peter is responsible for developing and implementing a strategy to engage the support and commitment of the Australian community for Melbourne's candidature for the 1996 Olympics.

Mr Worland is an Arts Graduate from Monash University and has had extensive experience working with the Education Department, Wesley Central Mission Melbourne and as a Ministerial Advisor to David White, during his term as Minister for Health. Peter lives in the Melbourne suburb of Ascot Vale and is accompanied on his visit to Stawell by wife Robyn and their three children.



## Stawell District Hospital Younger Set

After thirteen years since inception, I am pleased to present the Twelfth Annual Report of the Stawell District Hospital Younger Set.

We are continually grateful to the people who give us support and assist us in many ways. Our average attendance at meetings this past twelve months has been thirteen.

Functions organised have been many and varied, these include, Oaks Day Luncheon, Concert, Film Night, Expo Coach Tour, Catering, Raffles, Competition and distribution of collection tins. We are indebted to several groups and individuals for their co-operation and guidance, they include Goldfields Motel, Kingston's Travel, Seppelts Great Western, Brilliant's Milk Bar, National Hotel, Mr Don Kennedy, and Mr Keith McConchie.

The Treasurer's Report shows we have managed funds in excess of \$25,000. The balance of the investment account is \$10,950.02; \$3,000 of these funds was spent to purchase equipment for the Hospital, Digital Baby Scales, Infant Oxydome and Videos for staff and patient education.

It was very gratifying for our organisation to be acknowledged in the Mayor's Column in the Stawell Times-News on June 14. Mr and Mrs Odd attended our screening of "Gorillas in the Mist". Mr Odd wrote "...it was probably the best run function we have ever attended ... the way in which Younger Set members handled their patrons intrigued us both. There were many flattering remarks passed during the evening and the workers of Younger Set deserve all the credit that was given to them."

Younger Set acknowledges the support of Stawell and District residents who attended functions, participated in competitions, and the organisations who have invited us to tender for catering.

Again, I have been served in a very professional manner by my Executive, Secretary Mrs Noeline McDonald, Treasurer Mrs Margaret Freeland and Deputies Mrs Judy Crouch, Mrs Julie Maddock and Mrs Joan Brilliant, all of whom have held their position the past two years.

Throughout the year, we have enjoyed the co-operation of all

Hospital staff, Management, Clerical, Department Heads and Catering Officers. These people are aware of our aims and objectives, and do all in their power to assist in a pleasant manner.

Our thanks are extended to the Stawell District Hospital Ladies Auxiliary and Stawell Red Garters for servicing the 'lolly trolley' again.

Mr Mark Dadswell and Times-News staff have as always given us space for publicity events.

To our members, thank you for your loyalty, and tireless work, it has been a privilege to be your President; remember when the opportunity arises, explain the workings of Younger Set and encourage people to become involved.

Do not have them ask — "What the Hospital can do for them", but, "What they can do for their Hospital".

Meg Blake  
President



## Pathology



"Pathology is that branch of natural science which treats the cause and nature of disease. The practice of human pathology is that speciality in the practice of medicine which may contribute to the diagnosis, treatment and understanding of disease states affecting human beings."

The Stawell District Hospital Pathology Laboratory is a small enterprise, by laboratory standards. At the same time, it provides a comprehensive service comprising the following areas of Pathology:

Biochemistry  
Haematology  
Microbiology  
Blood Bank/Serology

It is a service essential to the maintenance of an acute care facility, and is patronised and well supported by the local community and doctors. The laboratory is operated by a staff of two —

Rebecca Jansma - Hospital Scientist  
Jeff Savage - Technical Assistant

The bulk of specimen collection is performed on site at the laboratory or in the wards, and we also carry out the majority of tests here as well as all necessary and relevant clerical work.

At the end of 1988, the Pathology Special Purposes Fund was utilised to purchase a new Biochemistry analyser, the Kone Specific. Since its installation in January, the testing aspect of Biochemistry has been effortless, with very high quality results, which are reflected in the national external quality control programme we participate in. At present we are investigating reagents with a view to extending the tests we can offer here, and plan to add iron, TIBC, calcium, phosphorus and maybe some therapeutic drugs to our repertoire. These tests are normally sent to Ballarat Base Hospital, and along with Histopathological specimens, constitute the bulk of specimens sent away, which is only 4.3% of the total tests performed.

The following figures illustrate increase in test numbers for the past financial year with little difference in patient attendances.

Another area covered by Pathology is the Blood Bank. This operates on the first and third Tuesdays of every month, and anybody between the ages of 16 and 60 may become a blood donor providing they pass a small medical assessment. The blood collection is organised by a team of volunteers who manage to collect between 20-30 packs of blood at each session. Everyone associated with the Blood Bank, donors and volunteers, are vital components in the maintenance of our on-site blood supply used for operations, anaemia therapy and emergency cases; we thank them all!

Rebecca Jansma  
Hospital Scientist

|       | Patient Attendance | I/P   | O/P   | No. of Tests | Tests/Patient |
|-------|--------------------|-------|-------|--------------|---------------|
| 86/87 | 5,089              |       |       | 50,770       | 10.0          |
| 87/88 | 5,416              |       |       | 53,328       | 9.8           |
| 88/89 | 5,265              | 1,525 | 3,740 | 53,725       | 10.2          |

## Physiotherapy

The 1988/89 financial year began well in Physio, with our quota of three physiotherapists continuing until Shane Moloney left at the end of September. The expanded activities outlined in last year's report were continued until then — these included two days/week at Donald Hospital, staff and community education programmes here in Stawell, and adequate coverage of Syme and Perry Wings and rehabilitation in the general community.

A welcome arrival after Shane's departure was Ward Steet, a final year Physio student, who coped with a wide variety of work over the three weeks he was here. Having a student also promotes educational exchanges, group discussions and case presentations.

Peter Steggall returned in December,

after completing the nine month Manipulation Course in Melbourne. However, fortunes soon dwindled as Peter left in June to move to Geelong, and Richard Adams moved to Mildura in April, and thence to Warrnambool — we wish them both well.

Services were cut to emergency levels, and further students from Lincoln had to be cancelled, as they cannot come without a full time physio here. A bursary will be offered to graduating students in November, and we hope for a full timer then.

New equipment this year includes a TENS machine, an Ultrasound Unit and a Littman Classic 11 stethoscope, all valued aids to treatment.

At all times of the year the department has been extremely busy.

Throughout the year we have achieved a thorough coverage of wards and outpatients, rehabilitation and treatment of handicapped children integrated into the schools of Stawell.

Even when services are reduced, we have always covered those patients most in need.

Our thanks to the wards for the help they unstintingly gave during this time.

A warm welcome to Debbie Evans who is returning to work in July in a part time capacity. This should be some much needed stability to our staffing. The third "local" member being of course, Marie Cray, our valuable physio assistant.

Leigh Douglas  
Chief Physiotherapist







## Diabetic Clinic



In the first twelve months of operation (March 1988 to March 1989), one hundred and eighty-eight (188) individual visits had been made to, or by the Diabetic Clinic at the Stawell Hospital.

As from April 1989, Diabetes Australia (Victoria) took up the wages funding

of the Diabetic Clinic by appointing a Regional Diabetic Educator, carrying on exactly the same service to the diabetic public, and hopefully, increasing public awareness of diabetes generally.

Unfortunately people are not utilising the service as frequently as

previously, with attendances being down to forty-six (46), (56 last year), at report writing. Hopefully this will improve over the next few months.

Frank Blake  
Diabetic Educator

## Occupational Health and Safety

The role of the Occupational Health and Safety Committee has continued to develop, particularly as a result of Workcare. The increase in employer responsibilities manifest themselves with claim processing and monitoring duties. In the forthcoming year, it is expected there will be more emphasis on accident prevention and rehabilitation programmes.

Examples of committee involvement are:

- Equipment purchase in relation to safety
- Outpatients security
- Return to Work Rehabilitation Policy

- Colour coding system for waste disposal
- Display Protect Your Health posters
- Use of extension cords and double adaptors
- Staff training and education
- Clean air survey
- Environment safety of patients/ staff
- Manual Handling

Thanks to Mr Peter Clayton who completed the first stage of the new Manual Handling Regulations and Code of Practice by assessing each Department to develop a list of potentially risky manual handling

issues.

All incidents involving time lost by staff are discussed by the committee members who decide if any remedial action is required.

The above are just some of the issues that were addressed by the Committee.

Robert Hemley  
Safety Officer





## *Public Relations/Fundraising*

Following a Board decision, the position of Public Relations and Fundraising Officer was established on a trial basis in May 1989.

Major duties include:

- Draft press releases for Stawell Times-News to publicise the Hospital's activities and services.
- Be responsible for the style, preparation and editing of the Hospital's Annual Report.
- Act as secretary of the Hospital's Fundraising Committee.
- Assist with the establishment of a Hospital Foundation.
- Following negotiations with all Service Departments, maintain

comprehensive lists of their equipment needs and enlist donor assistance to meet these needs.

- General liaison with Hospital Auxiliaries and the community.

Many Hospitals have established similar positions (often referred to as Development Officers), in growing recognition of the need to reduce their dependence on Government Grants for equipment and building requirements.

In my first four months the Hospital has obtained \$40,000 in disbursements from Philanthropic Trusts, with several applications still under consideration.

These funds have been utilised in equipment purchases and as yet, Trust disbursements for building purposes have remained untapped.

Thank you to the Hospital Auxiliaries and Service Clubs for their wonderful support and in particular, the Editor and Staff of the Stawell Times-News for their assistance and coverage of the Hospital's activities.

Maree Taberner  
Public Relations Officer



## *Vaie — Mrs Fortune Holden*

The Board of Management and staff of the Stawell District Hospital pay tribute to past Board Member Mrs Fortune Laurence Holden who passed away at the Hospital on August 7, 1989.

Mrs Holden served with distinction or

the Hospital Board for sixteen years and was honoured for her work with a Life Governorship in 1985.

An active member of the community, Mrs Holden provided able support to her husband Allan during his four year term as Shire President.

Apart from her hospital and civic duties, Mrs Holden was also involved with the Girl Guides, Library Committee and the Stawell Uniting Church Fellowship.



## Foundation



Government funding is the major source of income for the hospital. However, the allocation of funds can be influenced by the changing emphasis on hospital spending by successive governments both as a result of policy and the economic climate of the day.

For hospitals, this can lead to financial insecurity and may also jeopardise existing services. Any loss of services to the Stawell community will result in patients being forced to travel to major cities for treatment and perhaps the inability to provide effective life-saving emergency facilities.

For these reasons the Hospital Board of Management have decided to establish a "Hospital Foundation", which has a target of \$1 million.

The Foundation will provide additional funds to the Hospital, independently of the present and somewhat insecure income sources.

The Stawell District Hospital Foundation will function as a

Charitable Trust, to which any individual or group may donate or bequest funds. All donations to the Foundation are tax deductible.

Funds held by the Foundation will be professionally managed and invested in accordance with the Trustee Act. The principal will never be spent. Only the interest earned will be spent on projects agreed between the Hospital Board of Management and Managing Trustees of the Foundation. Without financial security, the hospital cannot plan to meet the foreseeable community needs of tomorrow and provide services at a continuing high standard with confidence.

Greater financial independence is vital for the future.

Through the Foundation, money will become available to maintain and upgrade services in line with the ongoing needs of the community.

The main area for spending includes upgrading of equipment,

improvements to the building and meeting the requirements of an ageing population.

The Foundation does not see itself cutting across existing forms of Hospital fund raising, but will be looking at areas currently untapped, such as Corporate sponsorship and the areas of legacies and bequests.

Stawell District Hospital touches the lives of everyone in Stawell Town, Shire and outlying districts.

The successful conducting of Stawell District Hospital is in the interest of the whole community.

The Hospital is there to meet your needs today and with your help, will continue to provide for the needs of tomorrow.

To arrange a donation to the Foundation, contact the Hospital Manager, Phone: (053) 582255





## Contributors

|                                 |    |           |                                |          |
|---------------------------------|----|-----------|--------------------------------|----------|
| APEX CLUB OF STAWELL            | \$ |           | NAVARRE CHRISTIAN LADIES       |          |
| (Monitor)                       |    | 2,000.00  | GUILD                          | 385.00   |
| ARARAT/STAWELL COMBINED         |    |           | NEWELL Mr & Mrs C.             | 20.00    |
| GROUPS                          |    | 125.00    | NEWELL L.                      | 50.00    |
| ARARAT/STAWELL INDOOR BIAS      |    |           | NICHOLSON Mrs (Proceeds Rug    |          |
| BOWLS ASSOC.                    |    | 100.00    | Raffle)                        | 36.70    |
| ARMSTRONG Shane                 |    | 100.00    | NURSING HOME (Camera)          | 117.40   |
| AUSTRALIAN NATIVES ASSOC.       |    |           | O'DRISCOLL W.                  | 100.00   |
| STAWELL BRANCH                  |    | 100.00    | OSBORN N. F. & I. H. G.        | 20.00    |
| BENNETT J. M. & M. E.           |    | 100.00    | P.S.S.S. WORK EDUCATION        |          |
| BIBBY Mrs M.                    |    | 5.00      | CENTRE                         | 25.25    |
| BLAKE R. & M.                   |    | 20.00     | PETERSON J. K.                 | 50.00    |
| BOAG J. R.                      |    | 50.00     | PICKERING Mrs N.               | 60.00    |
| BOATMAN Mr & Mrs G.             |    | 20.00     | POMONAL PRIMARY SCHOOL         | 10.00    |
| BRIEIR P.                       |    | 50.00     | PRETTY Mr E. Deceased          | 40.00    |
| CARMICHAEL Ada                  |    | 5.00      | PRETTY — In memory of the late |          |
| CASHIN D. & G.                  |    | 10.00     | Mr E. Pretty                   |          |
| CASSIDY - In memory of the late |    |           | ANONYMOUS                      | 1.41     |
| Mrs Mary Cassidy                |    |           | BOYD C. & L.                   | 10.00    |
| CROFT Family & Dot              |    | 5.00      | COTTMAN N. H.                  | 10.00    |
| HORAN A. M.                     |    | 50.00     | COX G.                         | 20.00    |
| HURLEY Mrs L.                   |    | 5.00      | HINES H. & V.                  | 10.00    |
| CHATFIELD Mr & Mrs P.           |    | 10.00     | KINDRED A.                     | 20.00    |
| CIVILIAN WIDOWS ASSOCIATION     |    | 200.00    | McGREGOR W. L.                 | 5.00     |
| COLLECTION TIN                  |    | 6.58      | NIKKELSON T.                   | 4.00     |
| CROUCH Mr K.                    |    | 50.00     | NUCOL L. & M.                  | 5.00     |
| C.W.A. GLENORCHY BRANCH         |    | 50.00     | PRETTY R.                      | 10.00    |
| C.W.A. STAWELL BRANCH           |    | 50.00     | READ J. C. & H. R.             | 10.00    |
| DAY CENTRE DONATIONS.           |    |           | RICHARDS Mrs F.                | 4.00     |
| COMMERCIAL HOTEL                |    | 50.00     | RALPH KIRSTIE                  | 5.00     |
| EARLE Mrs J.                    |    | 50.00     | RALPH Sandy                    | 5.00     |
| HAYMES MENS WEAR                |    | 50.00     | RALPH Tyson                    | 5.00     |
| McGUAN J.                       |    | 5.00      | RAY S. E. & J.                 | 25.00    |
| NEWTON BROS.                    |    | 25.00     | RICHARDS Mrs C. J.             | 50.00    |
| NIGEL PAULETT PHARMACY          |    | 20.00     | RICKARD Mr & Mrs R.            | 10.00    |
| NUGGETTY HILL CRAFTS            |    |           | ROBSON Mr & Mrs M. M.          | 100.00   |
| (Craft Goods)                   |    | 3,000.00  | SAVAGE R.                      | 25.00    |
| RATHGEBERS REAL ESTATE          |    | 5.00      | SHIMITRAS J.                   | 20.00    |
| WILLIAMS J. D.                  |    | 100.00    | SCATTERGOOD Mrs                | 5.00     |
| DRISCOLL Mrs G.                 |    | 15.00     | SCHWARTZ Mrs W.                | 100.00   |
| DRISCOLL Mrs N.                 |    | 10.00     | SIBBETT Mrs B.                 | 20.00    |
| DUNN B. & J.                    |    | 20.00     | SIMPSON Allan                  | 500.00   |
| EVANS Mr & Mrs T.               |    | 5.00      | SLEE Mr & Mrs R.               | 50.00    |
| EDWARDS Charlie                 |    | 800.00    | SLEE Mr & Mrs P.               | 50.00    |
| EX-STAWELLITES ASSOC.           |    | 1,000.00  | SMITH B.                       | 10.00    |
| FARAVONI E. & S.                |    | 100.00    | SPRIGGS Mr & Mrs F.            | 20.00    |
| FRASER R. & S.                  |    | 100.00    | STAWELL DISTRICT HOSPITAL      |          |
| FRIEND N.                       |    | 50.00     | LADIES AUXILIARY               | 3,090.00 |
| GRAMPIANS INDOOR BIAS           |    |           | STAWELL DISTRICT HOSPITAL      |          |
| BOWLS                           |    | 100.00    | YOUNGER SET                    | 2,950.50 |
| GRANGE GOLF CLUB                |    | 200.00    | STAWELL LADIES CHARITY         |          |
| GRAY Edna Estate                |    | 220.00    | GROUP                          | 1,000.00 |
| GREENWAY Mrs E.                 |    | 10.00     | STAWELL PRIMARY SCHOOL         |          |
| HALEY Edna                      |    | 100.00    | 502                            | 1,000.00 |
| HALLS GAP PROGRESS TOURIST      |    |           | STAWELL SENIOR CITIZENS        | 80.00    |
| ASSOC.                          |    | 612.00    | STAWELL SLIMMING CLUB          | 180.00   |
| HOUSE Dr R.                     |    | 500.00    | STAWELL WEST LADIES            |          |
| HOWARD NORMAN TRUST             |    | 3,150.00  | AUXILIARY                      | 550.00   |
| HURLEY Mr & Mrs L.              |    | 20.00     | STAWELL YOUNG PEOPLES          |          |
| HUTCHINGS Mr C. J.              |    | 10.00     | ASSOC.                         | 461.00   |
| HYSLOP Mr K.                    |    | 50.00     | STEWART E. T.                  | 1,000.00 |
| JOLLY Charles Deceased.         |    | 10.00     | STONE Mr & Mrs R.              | 20.00    |
| KENNEDY Mr J.                   |    | 200.00    | SYME WARD REFURBISHING         |          |
| KLEVER G. & I.                  |    | 30.00     | BRAME Mrs M. E.                | 2,500.00 |
| LAFRANCHI Mrs H.                |    | 100.00    | BRAY Mrs J.                    | 50.00    |
| LANDSBOROUGH UNITING CHURCH     |    |           | HORAN Mr R. W.                 | 2,500.00 |
| LADIES GUILD                    |    | 25.00     | HYSLOP Mr K.                   | 250.00   |
| LESLIE Mr R.                    |    | 20.00     | STEWART J. J. G.               | 500.00   |
| LARKENS Mr & Mrs R. W.          |    | 60.00     | STEWART J. N. & M. D.          | 500.00   |
| LIGHTFOOT Mrs T.                |    | 50.00     | TOLLIDAY Mr & Mrs S.           | 25.00    |
| LIONS CLUB OF STAWELL           |    | 14.80     | WILLIAMS Mrs J. L.             | 1,000.00 |
| LOATS Alan.                     |    | 50.00     | SYME WARD SPA BATH             |          |
| LOATS Mr L. R.                  |    | 50.00     | BRAME M. E.                    | 8,000.00 |
| LOCKWOOD Henry                  |    | 1,000.00  | HORAN R. W.                    | 3,000.00 |
| MAGISTRATES COURT FUND          |    | 3,000.00  | TAYLOR D.                      | 100.00   |
| MARGETTS Mrs I.                 |    | 20.00     | TAYLOR Mr & Mrs I.             | 100.00   |
| MELBOURNE Mrs M.                |    | 50.00     | TEMPLAR M.                     | 750.00   |
| MIDWIFERY WARD (Raffle for      |    |           | THOMSON Mr A.                  | 10.00    |
| Rocking Chair)                  |    | 137.53    | THOMAS Mrs D. N.               | 10.00    |
| MUMMERY M. & J.                 |    | 10.00     | THOMAS Mrs K.                  | 100.00   |
| MURTAGH Mrs E.                  |    | 20.00     | TOLLIDAY Mr & Mrs L.           | 50.00    |
| MYER E. B. CHARITY FUND         |    | 1,855.00  | WEST Mr P.                     | 10.00    |
| McGREGOR Estate Olive E. W.     |    | 13,766.20 | WIMMERA/MALLEE RADIO           |          |
| McGUAN Miss J.                  |    | 425.00    | HOSPITAL APPEAL                | 100.00   |
| McINTOSH Mr & Mrs R.            |    | 20.00     | WOODMAN Mrs B.                 | 100.00   |
| McINTYRE Miss L.                |    | 40.00     |                                |          |
| McMILLAN Mrs I.                 |    | 50.00     |                                |          |



## Long Service Awards



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

### RECOGNITION OF 10 YEARS SERVICE 1988/89:

Mrs P. Humphrey . . . . . 10 Year Service Badge  
Mrs D. Barry . . . . . 10 Year Service Badge  
Mrs C. Mullane . . . . . 10 Year Service Badge

### PREVIOUS LONG SERVICE AWARDS:

#### Presented 1982:

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

#### Presented 1983:

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

#### Presented 1984:

Mrs Betty (Isobel) Smith . . . . . 25 Years Gold Watch  
Mrs Margaret Perry . . . . . 10 Year Service Badge  
Mrs Jean Boothman . . . . . 10 Year Service Badge  
Mrs Lorraine (Sally) Howell . . . . . 10 Year Service Badge

#### Presented 1985:

Mrs Noelene Prydderch . . . . . 10 Year Service Badge  
Mrs Shirley Rowe . . . . . 10 Year Service Badge  
Mrs Stella Fletcher . . . . . 10 Year Service Badge  
Mrs Lynette Clayton . . . . . 10 Year Service Badge  
Mr Kevin Collins . . . . . 10 Year Service Badge  
Mr Lindsay Kent . . . . . 10 Year Service Badge

#### Presented 1986:

Mrs Ann Bibby . . . . . 10 Year Service Badge  
Mrs Ruth D'Arcy . . . . . 10 Year Service Badge  
Mrs Pam Potter . . . . . 10 Year Service Badge  
Mrs Yvonne Richards . . . . . 10 Year Service Badge  
Mrs Rae Smith . . . . . 10 Year Service Badge  
Mrs Elizabeth Wilson . . . . . 10 Year Service Badge  
Mrs Pam MacKay . . . . . 10 Year Service Badge

#### Presented 1987:

Mrs Pat Cook . . . . . 10 Year Service Badge  
Mr David Guy . . . . . 10 Year Service Badge  
Mrs Carmel Murphy . . . . . 10 Year Service Badge

#### Presented 1988:

Mrs M. Binger . . . . . 10 Year Service Badge  
Ms A. Cooper . . . . . 10 Year Service Badge  
Mrs J. Gavin . . . . . 10 Year Service Badge  
Mrs M. McGaffin . . . . . 10 Year Service Badge  
Mrs B. McLeod . . . . . 10 Year Service Badge  
Mrs B. Naylor . . . . . 10 Year Service Badge  
Mrs K. Oterhead . . . . . 10 Year Service Badge  
Ms N. Sidebottom . . . . . 10 Year Service Badge  
Mrs D. Wilson . . . . . 10 Year Service Badge

## Life Governors

BIBBY Mrs Mona  
BENNETT Mr J. M.  
BLAKE Mrs M.  
BOATMAN Mrs Carol  
BROWN Mr L. G.  
CAMPBELL Mr N. C. A.  
CASTLE Dr R. N.  
CROUCH Mrs J.  
CROUCH Mrs N.  
DADSWELL Mr K.  
DAVIDSON Mrs H.  
EIME Mrs A.  
EVANS Mrs D. M.  
FRASER Mr W. G.  
FRY Mrs D.

GILES Mrs Dorothy  
GLOVER Mr J.  
GRAY Mrs Athol E.  
GYLES Mrs J.  
HOWELLS Mr A.  
HUGHES Mrs J.  
HUNT Mrs Betty  
HUTCHINGS Mr C. J. (M.B.E.)  
HUTCHINGS Mrs E. L.  
JERRAM Mrs H. C.  
KENNEDY Mrs V.  
KUEHNE Mrs E.  
LANGSFORD Miss J. G.  
MILLER Mrs K.

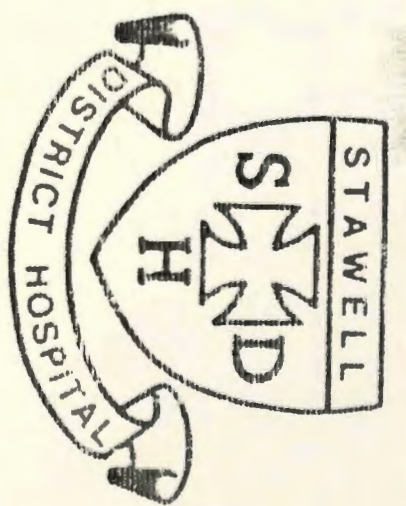
MIRANDA Mr C.  
NEIL Mrs Edna  
NEILSEN Mrs B.  
NEUMANN Mrs I.  
PAULETT Mr A. J.  
PICKERING Mrs M. D.  
POTTER Mrs V.  
ROBSON Mr M.  
ROBSON Mrs M.  
SMITH Mrs B.  
TEASDALE Mrs Kaye  
WARD Mr F. C.  
WEBB Mr J. H.  
WEST Mrs Jan



## *Services Provided at the Hospital Include:*

- AUDIOLOGY
- MEDICAL AND SURGICAL
- PAEDIATRIC
- OBSTETRICAL SERVICES INCLUDING:  
ANTE-NATAL EDUCATION
- GERIATRIC PLACEMENT
- NURSING HOME
- ACCIDENT AND EMERGENCY DEPARTMENT
- BLOOD BANK
- DIETETICS
- MEALS ON WHEELS
- OCCUPATIONAL THERAPY
- PHARMACY
- PODIATRY
- ADULT DAY & ACTIVITY SUPPORT SERVICE
- PATHOLOGY LABORATORY
- PHYSIOTHERAPY
- SPEECH PATHOLOGY
- DISTRICT NURSING SERVICE
- WELFARE SERVICES
- GERIATRIC ASSESSMENT & PLACEMENT
- VISITING OPHTHALMOLOGIST
- VISITING DIABETIC HEALTH EDUCATOR
- EDUCATION PROGRAMMES INCLUDING:  
INSERVICE PROGRAMMES  
ONGOINGING EDUCATIONAL PROGRAMMES
- LIBRARY FACILITIES
- APPRENTICESHIP TRAINING
- WORK EXPERIENCE FOR SCHOOL STUDENTS





STAWELL DISTRICT HOSPITAL

REPORT OF OPERATIONS

Including Financial  
and  
Statistical data  
for  
Year Ended June 30, 1989.



Year 1988/89 signals the first year hospitals have to prepare their Annual Reports under the Annual Reporting Regulations 1983, and in accordance with the Annual Reporting Regulations (Income Reporting) Regulations 1988, as amended.

of this change is to improve the accountability of public bodies in Victoria to State Parliament. This is achieved by progressively introducing regulations to improve the interpretation of accounting principles and formats and minimum details included in annual reports prepared by public bodies covering their operations and financial statements required to comply with Part II. of the Annual Reporting Regulations (Contributed Income Reporting) Regulations 1988.

#### REPORT OF OPERATIONS

SECTION

The Hospital was first established in 1859, where the Pleasant Street Hospital Centre is presently located.

In 1930 the Hospital was declared a Community Hospital. The hospital site was prepared by voluntary labour and a Government Grant of 4,000 pounds, a new hospital was opened in June 1934 by Sir W. Irvine, Governor of Victoria. The Hospital was incorporated on June 11, 1897 under the Companies and Charities Act 1890.

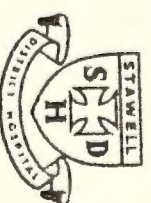
The Hospital is a designated public hospital as defined by the Health Services Act 1988, and is listed as a hospital in Schedule I of that Act. This Act is the Act which Hospitals are incorporated and prescribes the manner in which they are regulated.

The State Minister, to which the Board of Management is responsible to, is currently the Minister for Health, The Honourable Caroline Hogg M.L.C.

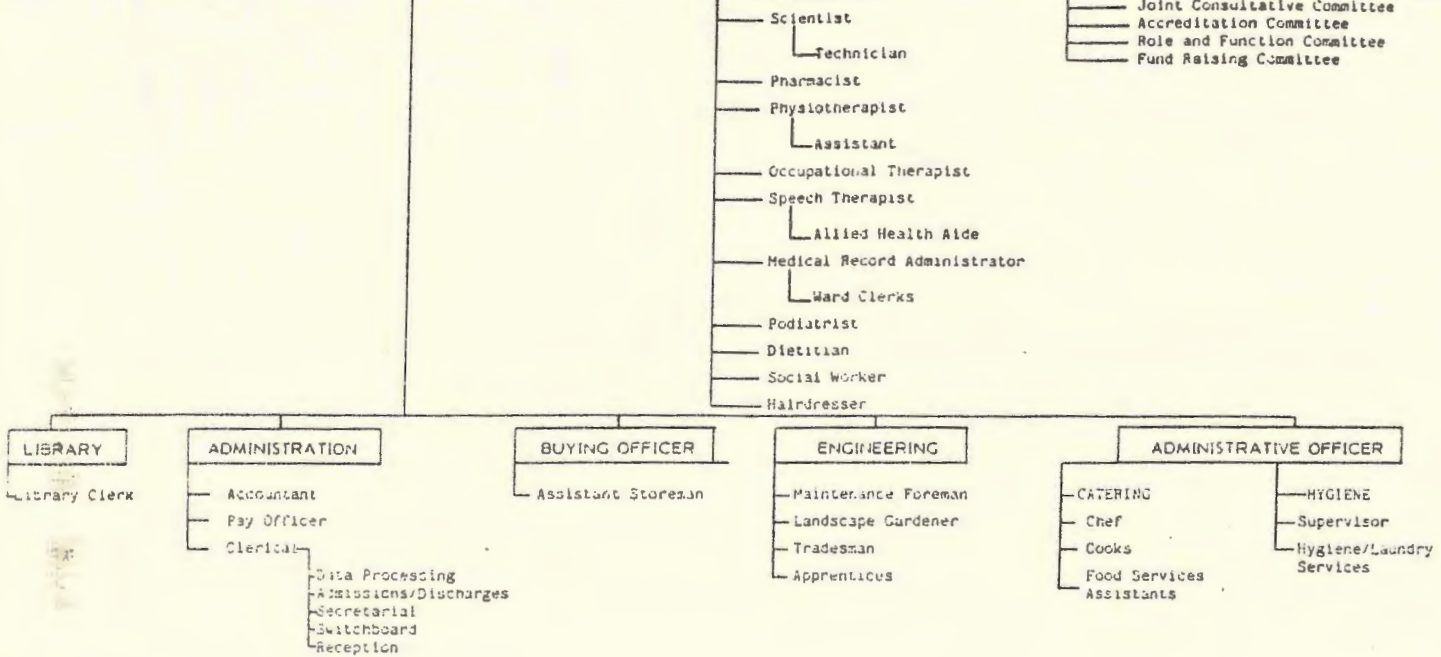
#### 2. Administrative Structure

The overall responsibility for the management of the Hospital is vested in the Board of Management (S.33 Health Services Act). The Board of Management comprises a maximum of twelve members, who are appointed by the Governor-in-Council for terms of three years, but are eligible for re-appointment.

The day to day management of the Hospital is the responsibility of the Chief Executive Officer, who reports directly to the Board of Management. The responsibility for supervising the Hospital's operations is vested in the Chief Executive Officer, who reports to the Board of Management. The responsibility of the Nursing Director and the Medical Director is vested in the Nursing Director and the Medical Director respectively. Both of whom report to the Chief Executive Officer.







REVISED APRIL 1989

3. Address of Hospital

Sloane Street  
 Stawell Victoria 3380  
 Phone : (053) 58 2255

4. Hospital Publications

The majority of publications produced by the Hospital internal management of the Hospital, however the following have been produced for the benefit of the community

- (a) Annual Reports of the Board of Management data
- (b) Patient Information Booklet. (April 1989)
- (c) Hospital By-Laws. (March 1984)
- (d) Area Wide Health Boards : their feasibility an on Health Services, Access to Care and Costs of Grampians Sub-District, Victoria. (June 1988)

Internal Management Publications

- (a) Staff Information Brochure. (April 1989)
  - (b) Emergency Procedure Plan. (April 1989)
    - (i) Internal Disaster
    - (ii) External Disaster
    - (iii) Fire Protection
  - (c) Staff Newsletter. (Quarterly)
  - (d) Corporate Policy and Procedure Manual. (March)
  - (e) Visiting Medical Officers Manual. (June 1989)
  - (f) Each Service Departments Procedure Manual. This Manual located in each Department, detail Departments objectives and procedures relating Department.
- Access to, or copies of the above publications by contacting the Hospitals Chief Executive Of Hospital, Sloane Street, Stawell.



5. Revenue Indicators

|                        | Average Days to Collect |         |
|------------------------|-------------------------|---------|
|                        | 1988/89                 | 1987/88 |
| Private Inpatient Fees | 56.4                    | 60.5    |
| T.A.C. Inpatient Fees  | 153.0                   | 342.5   |
| A.C.C. Inpatient Fees  | 48.9                    | 90.8    |

HOSPITAL DEBTORS OUTSTANDING

as at June 30, 1989

|                    | <30 Days  | 31-60 Days | 61-90 Days | >90 Days | Total<br>1989 | Total<br>1988 |
|--------------------|-----------|------------|------------|----------|---------------|---------------|
| Private Inpatients | \$ 23,043 | \$ 11,886  | \$ 432     | \$ 5,930 | \$ 41,291     | \$ 47,470     |
| T.A.C. Inpatients  | 3,145     | 925        | --         | 1,048    | 5,118         | 12,473        |
| A.C.C. Inpatients  | 555       | 740        | 176        | 1,428    | 2,899         | 2,882         |

NOTE: T.A.C. is Transport Accident Commission  
A.C.C. is Accident Compensation Commission

6. Staffing Levels

|                           | Paid E.F.T.*<br>1988/89 | Paid E.F.T.*<br>1987/88 |
|---------------------------|-------------------------|-------------------------|
| Nursing                   | 68.3                    | 68.7                    |
| Administration & Clerical | 9.7                     | 9.0                     |
| Medical Support           | 9.8                     | 7.9                     |
| Hotel & Allied            | 46.4                    | 47.5                    |
| Medical                   | 0.6                     | 0.9                     |
|                           | <u>134.8</u>            | <u>134.0</u>            |

\* E.F.T. = Equivalent Full Time

7. Pecuniary Interests

Members of the Board of Management and Senior Management are not required to lodge declaration of pecuniary interests.

8. Freedom of Information

The Hospital received no requests for information under the Freedom of Information Act 1982.

9. Hospital Fees

The Hospital charges fees in accordance with Health Department directives issued under 5.8 of the Hospitals and Charities (Fees) Regulations 1986, as amended.



STATEMENT OF FEES AND RATES  
For the 1988/89 Financial Year

Regulations 1988

|              | Daily Fee (\$) |        | Amended Daily Fee (\$) |        |
|--------------|----------------|--------|------------------------|--------|
|              | 1/7/88         | 8/5/89 | 1/7/88                 | 8/5/89 |
| Shared Room  |                |        |                        |        |
| Private Room |                |        |                        |        |
| Shared Room  |                |        |                        |        |
| Private Room |                |        |                        |        |

|            | 1-14 | 15+ | 1-14 | 15+ |
|------------|------|-----|------|-----|
| Obstetrics | 169  | 154 | 178  | 267 |
| Surgical   | 135  | 119 | 142  | 231 |
| Obstetrics | 100  | 204 | 125  | 214 |
| Surgical   | 5.80 |     | --   |     |

B. Special Class (Compensible) Patients

|                   | Daily Fee (\$) | 1/7/88 |
|-------------------|----------------|--------|
| (i) Inpatients    | 176            |        |
| Same Day Patients | 197            |        |
| (ii) Outpatients  | 45             |        |

C. Nursing Home Type Patients

|                                 | Daily Fee (\$) | 1/7/88 | Amended Daily Fee (\$) | 1/9/88 |
|---------------------------------|----------------|--------|------------------------|--------|
| Hospital Inpatients             | 16.38          |        | 16.85                  |        |
| Private Inpatients              | 76.13          |        | 78.41                  |        |
| Private Extensive Care Patients | 82.13          |        | 84.41                  |        |

D. Nursing Home Patients

|                           |       |       |
|---------------------------|-------|-------|
| Basic Nursing Home Charge | 48.50 | --    |
| Extensive Care Charge     | 6.00  | --    |
| Patient Contribution      | 16.38 | 16.85 |
| Additional Maximum Charge | 11.20 | --    |

STATEMENT OF FEES AND RATES



COMPARATIVE STATISTICS

|                                    | 1988/89 | 1987/88 | 1986/87 | 1985/86 | 1984/85 |
|------------------------------------|---------|---------|---------|---------|---------|
| <b>HOSPITAL</b>                    |         |         |         |         |         |
| Inpatients Treated.....            | 2,069   | 1,902   | 1,676   | 1,446   | 1,341   |
| Outpatients.....                   | 11,116  | 9,523   | 8,483   | 5,875   | 5,347   |
| Bed Days.....                      | 12,197  | 12,358  | 10,854  | 10,580  | 12,343  |
| Daily Average.....                 | 33.42   | 33.77   | 29.74   | 28.99   | 33.82   |
| % Occupancy.....                   | 83.54   | 84.41   | 79.30   | 69.02   | 76.86   |
| Average Length of Stay (Days)      | 5.89    | 6.5     | 6.5     | 7.3     | 9.2     |
| Births - Total.....                | 121     | 118     | 114     | 106     | 111     |
| Births - Female.....               | 56      | 47      | 50      | 51      | 55      |
| Births - Male.....                 | 65      | 71      | 64      | 55      | 56      |
| Operations - Total.....            | 639     | 568     | 497     | 512     | 499     |
| <b>NURSING HOME (Combined)</b>     |         |         |         |         |         |
| Inpatients Treated.....            | 44      | 66      | 66      | 32      | 24      |
| Bed Days.....                      | 10,922  | 10,962  | 10,920  | 8,255   | 6,911   |
| Daily Average.....                 | 29.92   | 29.95   | 29.92   | 29.96   | 18.94   |
| % Occupancy.....                   | 99.74   | 99.84   | 99.73   | 96.11   | 99.68   |
| MAINTENANCE Requisitions.....      | 835     | 673     | 720     | 636     | 782     |
| BLOOD BANK (Donations) Units)..... | 584     | 444     | 571     | 530     | 537     |
| CASUALTY Attendances.....          | 4,020   | 4,136   | 4,180   | 3,341   | 3,325   |
| DAY CENTRE Attendances.....        | 3,039   | 2,761   | 2,752   | 3,043   | 3,850   |

COMPARATIVE STATISTICS cont...

|   | 1988/89    | 1987/88    | 1986/87    | 1985/86    | 1984/85    |
|---|------------|------------|------------|------------|------------|
| DISTRICT NURSING Home Visits.....               | 9,416      | 9,256      | 10,284     | 9,027      | 6,962      |
| PHYSIOTHERAPY Attendances.....                  | 6,761      | 6,079      | 7,201      | 5,126      | 4,637      |
| SPEECH THERAPY Attendances.....                 | 1,015      | 164        | --         | 87         | 403        |
| OCCUPATIONAL THERAPY Attendances..              | 2,608      | 2,562      | 3,806      | 2,153      | 1,078      |
| PATHOLOGY Attendances.....                      | 6,207      | 5,442      | 5,089      | 4,251      | 4,302      |
| RADIOLOGY Attendances.....                      | 2,922      | 2,860      | 2,066      | 2,009      | 2,175      |
| WELFARE OFFICER Attendances.....                | 892        | 1,406      | --         | 519        | 270        |
| OPHTHALMOLOGY Attendances.....                  | 736        | 606        | 348        | --         | --         |
| STRESS TEST Attendances.....                    | 12         | 18         | --         | --         | --         |
| PODIATRY Attendances.....                       | 1,913      | 1,748      | 1,437      | --         | --         |
| MEALS ON WHEELS.....                            | 5,009      | 4,063      | --         | --         | --         |
| <b>COST PER DAY OF MAINTAINING EACH PATIENT</b> |            |            |            |            |            |
| Hospital.....                                   | \$ 297.40  | \$ 267.22  | \$ 261.54  | \$ 258.13  | \$ 196.68  |
| Nursing Home.....                               | \$ 116.00  | \$ 118.55  | \$ 112.52  | \$ 105.04  | \$ 95.46   |
| <b>CATERING (Meals)</b>                         |            |            |            |            |            |
| Patients.....                                   | 72,220     | 68,894     | 62,865     | 59,491     | 60,371     |
| Staff.....                                      | 7,280      | 7,605      | 10,513     | 10,772     | 11,011     |
| <b>COST PER PATIENT TREATED</b>                 |            |            |            |            |            |
| Hospital.....                                   | \$1,753.30 | \$1,736.24 | \$1,693.77 | \$2,041.06 | \$1,810.30 |



## STAWELL DISTRICT HOSPITAL

(1)

## REVENUE AND EXPENSE STATEMENT FOR THE YEAR ENDED JUNE 30, 1989

|  | Notes | Hospital<br>\$   | Nursing<br>Home<br>\$ | Total<br>1988/89<br>\$ | Total<br>1987/88<br>\$ |
|--|-------|------------------|-----------------------|------------------------|------------------------|
| <b>Revenue</b>   |       |                  |                       |                        |                        |
| Government Grants  | 2     | 3,267,902        | 483,700               | 3,751,602              | 3,359,359              |
| Indirect Contributions met by HDV                                | 3     | 63,639           | --                    | 63,639                 | 53,791                 |
| Patient Fees   | 4     | 484,119          | 751,551               | 1,235,670              | 1,163,436              |
| Recoupment from Private Practice<br>- use of hospital facilities |       | 178,235          | --                    | 178,235                | 134,891                |
| Linen Services   |       | --               | --                    | --                     | --                     |
| Other Revenue  | 5     | 137,824          | 6,140                 | 143,964                | 104,285                |
| Abnormal Income  | 7     | 449,300          | (325,700)             | 123,600                | 29,200                 |
| <b>Total Revenue</b>   |       | <b>4,581,019</b> | <b>915,691</b>        | <b>5,496,710</b>       | <b>4,844,962</b>       |
| <b>Operating Expenses</b>  |       |                  |                       |                        |                        |
| Patient Care Services  | 6     | 2,462,119        | 764,781               | 3,226,900              | 3,535,632              |
| Administration & Support Services                                | 6     | 1,601,215        | 503,512               | 2,104,727              | 1,482,302              |
| Community Services   | 6     | 96,587           | --                    | 96,587                 | 94,547                 |
| Teaching Services  | 6     | 27,498           | --                    | 27,498                 | 7,600                  |
| <b>Total Operating Expenses</b>                                  |       | <b>4,187,419</b> | <b>1,268,293</b>      | <b>5,455,712</b>       | <b>5,120,131</b>       |

## STAWELL DISTRICT HOSPITAL

(2)

## REVENUE AND EXPENSE STATEMENT FOR THE YEAR ENDED JUNE 30, 1989

|   | Notes | Hospital<br>\$   | Nursing<br>Home<br>\$ | Total<br>1988/89<br>\$ | Total<br>1987/88<br>\$ |
|---|-------|------------------|-----------------------|------------------------|------------------------|
| Operating Surplus/(Deficit) before<br>Extraordinary Items |       | 393,600          | (352,602)             | 40,998                 | (275,169)              |
| Extraordinary Items                                       |       | --               | --                    | --                     | --                     |
| <b>Surplus/(Deficit) for the year</b>                     |       | <b>393,600</b>   | <b>(352,602)</b>      | <b>40,998</b>          | <b>(275,169)</b>       |
| Retained Surplus/(Deficit) at<br>beginning of year        |       | (952,463)        | 296,399               | (656,064)              | (377,082)              |
| Transfers from Reserves                                   | 17    | 3,127            | --                    | 3,127                  | --                     |
| Available for Appropriation                               |       | (555,736)        | (56,203)              | (611,939)              | (652,251)              |
| Transfers to Reserves                                     | 16    | (140,605)        | --                    | (140,605)              | (3,813)                |
| <b>Retained Surplus/(Deficit) at<br/>end of Year</b>      |       | <b>(696,341)</b> | <b>(56,203)</b>       | <b>(752,544)</b>       | <b>(656,064)</b>       |



## STAWELL DISTRICT HOSPITAL

(3)

BALANCE SHEET AS AT JUNE 30, 1989

|  | Notes | Hospital<br>\$   | Nursing<br>Home<br>\$ | Total<br>1988/89<br>\$ | Total<br>1987/88<br>\$ |
|--|-------|------------------|-----------------------|------------------------|------------------------|
| <b>Equity</b>                          |       |                  |                       |                        |                        |
| Capital                                |       |                  |                       |                        |                        |
| Contributed Capital                    |       | 4,230,712        | 647,967               | 4,878,679              | 4,522,154              |
| Funds held for Specific Purposes       |       | 158,404          | --                    | 158,404                | 161,557                |
| Funds held in perpetuity               |       | 1,205            | --                    | 1,205                  | 1,205                  |
| <b>Reserves</b>                        |       |                  |                       |                        |                        |
| General Reserve                        |       | --               | --                    | --                     | --                     |
| Asset Revaluation Reserve              |       | --               | --                    | --                     | --                     |
| Retained Surplus/(Accumulated Deficit) |       | (696,341)        | (56,203)              | (752,544)              | (656,064)              |
| <b>Total Equity</b>                    |       | <b>3,693,980</b> | <b>591,764</b>        | <b>4,285,744</b>       | <b>4,028,852</b>       |
| <b>Current Liabilities</b>             |       |                  |                       |                        |                        |
| Bank Overdraft                         |       | 146,297          | (68,812)              | 77,485                 | 186,161                |
| Creditors                              |       | 142,764          | --                    | 142,764                | 118,223                |
| Accrued Expenses                       |       | 101,409          | 16,523                | 117,932                | 105,960                |
| Provision for Employee Entitlements    | 8     | 256,789          | 47,995                | 304,784                | 266,746                |
| Patient Trust                          | 9     | 8,791            | --                    | 8,791                  | 6,695                  |
| <b>Total Current Liabilities</b>       |       | <b>656,050</b>   | <b>(4,294)</b>        | <b>651,756</b>         | <b>683,785</b>         |

## STAWELL DISTRICT HOSPITAL

(4)

BALANCE SHEET AS AT JUNE 30, 1989

|                                     | Notes | Hospital<br>\$   | Nursing<br>Home<br>\$ | Total<br>1988/89<br>\$ | Total<br>1987/88<br>\$ |
|-------------------------------------|-------|------------------|-----------------------|------------------------|------------------------|
| <b>Non-Current Liabilities</b>      |       |                  |                       |                        |                        |
| Provision for Employee Entitlements | 8     | 168,466          | 21,152                | 189,618                | 132,395                |
| <b>Total Liabilities</b>            |       | <b>168,466</b>   | <b>21,152</b>         | <b>189,618</b>         | <b>132,395</b>         |
| <b>Total Equity and Liabilities</b> |       | <b>4,518,496</b> | <b>608,622</b>        | <b>5,127,118</b>       | <b>4,845,022</b>       |
| <b>Current Assets</b>               |       |                  |                       |                        |                        |
| Cash at Bank and On Hand            |       | 1,511            | 584                   | 2,095                  | 8,736                  |
| Patient Fees Receivable             | 4     | 73,610           | 54,964                | 128,574                | 123,300                |
| Stores                              | 10    | 53,195           | --                    | 53,195                 | 42,312                 |
| Debtors and Accrued Revenue         | 11    | 179,043          | (92,000)              | 87,043                 | 13,363                 |
| Short-Term Investments              | 12    | 400,000          | 56,000                | 456,000                | 433,000                |
| <b>Total Current Assets</b>         |       | <b>707,359</b>   | <b>19,548</b>         | <b>726,907</b>         | <b>620,711</b>         |



## STAWELL DISTRICT HOSPITAL

(5)

## BALANCE SHEET AS AT JUNE 30, 1989

|                                     | Notes | Hospital<br>\$   | Nursing<br>Home<br>\$ | Total<br>1988/89<br>\$ | Total<br>1987/88<br>\$ |
|-------------------------------------|-------|------------------|-----------------------|------------------------|------------------------|
| <b>Non-Current Assets</b>           |       |                  |                       |                        |                        |
| Investments                         | 12    | 5,432            | --                    | 5,432                  | 5,687                  |
| Land                                | 13    | 22,000           | --                    | 22,000                 | 13,750                 |
| Buildings                           | 13    | 2,873,694        | 481,805               | 3,355,499              | 3,235,777              |
| Plant, Equipment & Office Furniture | 13    | 606,216          | 107,269               | 913,485                | 917,727                |
| Motor Vehicles                      | 13    | 103,795          | --                    | 103,795                | 51,370                 |
| <b>Total Non-Current Assets</b>     |       | <b>3,811,137</b> | <b>589,074</b>        | <b>4,400,211</b>       | <b>4,224,311</b>       |
| <b>Total Assets</b>                 |       | <b>4,518,496</b> | <b>608,622</b>        | <b>5,127,118</b>       | <b>4,845,022</b>       |

## STAWELL DISTRICT HOSPITAL

(6)

## STATEMENT OF SOURCES AND APPLICATIONS OF FUNDS FOR THE YEAR ENDED JUNE 30, 1989

|   | Notes | Hospital<br>\$   | Nursing<br>Home<br>\$ | Total<br>1986/89<br>\$ | Total<br>1987/88<br>\$ |
|---|-------|------------------|-----------------------|------------------------|------------------------|
| <b>Sources of Funds</b>                   |       |                  |                       |                        |                        |
| Funds from Operations                     |       |                  |                       |                        |                        |
| In flow of Funds from Operations          |       | 4,581,019        | 915,691               | 5,496,710              | 4,844,962              |
| Less Outflow of Funds from Operations     |       | 3,698,900        | 1,217,528             | 4,916,428              | 4,655,807              |
| <b>Net Funds from Operations</b>          | 14    | <b>882,119</b>   | <b>(301,837)</b>      | <b>550,282</b>         | <b>189,155</b>         |
| <b>Contributed Equity</b>                 |       |                  |                       |                        |                        |
| Grants                                    |       |                  |                       |                        |                        |
| - Minor Works                             |       | 39,500           | 2,600                 | 42,100                 | 44,800                 |
| - Buildings                               |       | 56,916           | --                    | 56,916                 | 415,289                |
| - H.A.C.C.                                |       | 32,000           | --                    | 32,000                 | --                     |
| - HDV Computer                            |       | 45,000           | --                    | 45,000                 | --                     |
| Donations                                 |       | 39,878           | --                    | 39,878                 | 48,148                 |
| Sundry                                    |       |                  |                       | --                     | (7,350)                |
| <b>Reduction in Assets</b>                |       |                  |                       |                        |                        |
| Current Assets - Cash at Bank and On Hand |       | 4,964            | 1,677                 | 6,641                  | 17,714                 |
| Patient Fees Receivable                   |       | --               | --                    | --                     | 23,315                 |
| Stores                                    |       | --               | --                    | --                     | 2,650                  |
| Debtors                                   |       | --               | --                    | --                     | 6,181                  |
| Non-Current Assets - Investments          |       | 255              | --                    | 255                    | --                     |
| Sale of Equipment                         |       | 1,300            | --                    | 1,300                  | (4,481)                |
| Sale of Vehicles                          |       | 29,198           | --                    | 29,198                 | 24,744                 |
| <b>Increase in Liabilities</b>            |       |                  |                       |                        |                        |
| Current Liabilities - Creditors           |       | 24,541           | --                    | 24,541                 | 37,094                 |
| Accrued Expenses                          |       | 3,207            | 8,765                 | 11,972                 | 38,818                 |
| Patient Trust                             |       | 2,096            | --                    | 2,096                  | (2,288)                |
| <b>Total Sources of Funds</b>             |       | <b>1,160,974</b> | <b>(288,795)</b>      | <b>872,179</b>         | <b>833,789</b>         |



STATEMENT OF SOURCES AND APPLICATIONS OF FUNDS FOR THE YEAR ENDED JUNE 30, 1989

STAWELL DISTRICT HOSPITAL

| Notes                                    | Hospital  | Nursing Home | Total   | Total    |
|--|-----------|--------------|---------|----------|
|  | \$        | \$           | \$      | \$       |
|  | 1988/89   | 1987/88      | 1988/89 | 1987/88  |
| Applications of Funds                    |           |              |         |          |
| Increase in Assets                       |           |              |         |          |
| Current Assets - Patient Fees Receivable | 13,220    | (7,946)      | 5,274   | --       |
| - Stores                                 | 10,883    | --           | 10,883  | --       |
| - Debtors & Accrued Revenue              | 165,680   | (92,000)     | 73,680  | --       |
| - Short Term Investments                 | 20,000    | 3,000        | 23,000  | 58,660   |
| Non-Current Assets                       |           |              |         |          |
| - Land                                   | 8,250     | --           | 8,250   | --       |
| - Buildings                              | 119,722   | --           | 119,722 | 414,134  |
| - Plant, Equipment & Furniture           | 156,991   | 7,042        | 164,033 | 168,307  |
| - Vehicles                               | 84,349    | --           | 84,349  | 34,046   |
| Decrease in Liabilities                  |           |              |         |          |
| Current Liabilities                      |           |              |         |          |
| - Bank Overdraft                         | 348,978   | (240,302)    | 108,676 | (80,587) |
| Payment of Employee Entitlements         | 232,901   | 41,411       | 274,312 | 239,229  |
| Total Application of Funds               | 1,160,974 | (288,795)    | 872,179 | 833,789  |

STAWELL DISTRICT HOSPITAL

CONSOLIDATED STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED JUNE 30, 1989

| Notes                            | Contributed Capital | Funds held for Restricted Purposes | Funds held in Perpetuity | Retained Surplus/ Accum. Deficit | Total     | Total     |
|----------------------------------|---------------------|------------------------------------|--------------------------|----------------------------------|-----------|-----------|
|                                  | \$                  | \$                                 | \$                       | \$                               | \$        | \$        |
|                                  | 88/89               | 88/89                              | 87/88                    | 87/88                            | 88/89     | 87/88     |
| Balance at beginning of the Year | 4,522,154           | 161,557                            | 1,205                    | (656,064)                        | 4,028,852 | 3,803,134 |
| Surplus/(Deficit) for the Year   | --                  | --                                 | --                       | 40,998                           | 40,998    | (275,159) |
| Capital Contribution - Grants    | 176,016             | --                                 | --                       | --                               | 176,016   | 460,089   |
| - Donations                      | 39,878              | --                                 | --                       | --                               | 39,878    | 48,148    |
| - Sundry                         | --                  | --                                 | --                       | --                               | --        | (7,350)   |
| Transfers to Reserves            | 80,362              | 60,243                             | --                       | (140,605)                        | --        | --        |
| Transfers from Reserves          | --                  | (3,127)                            | --                       | 3,127                            | --        | --        |
| Other - Transfers between Funds  | 60,269              | (60,269)                           | --                       | --                               | --        | --        |
| Balance at end of the Year       | 4,878,679           | 158,404                            | 1,205                    | (752,544)                        | 4,285,744 | 4,028,852 |



STAWELL DISTRICT HOSPITAL

CERTIFICATION

ertify that the financial statements of the Stawell  
pital have been prepared in accordance with the  
t the Annual Reporting Act 1983 and the Annual  
Contributed Income Sector/ Regulations 1986 as  
on the financial statements present fairly the  
ansactions during the 1988/89 financial year and the  
tion of the Hospital as at June 30, 1989.

of signing the financial statements we are not aware  
stances which would render any particulars included  
nts to be misleading or inaccurate.

*William Allen*

Chairperson

*David Caird*

Member

*John A.S.A.*

Chief Executive Officer

*Stilley*

A.C.A. Principal Accounting Officer

35th DAY OF SEPTEMBER 1989

NOTES TO AND FORMING PART OF THE FINAN

FOR THE YEAR ENDED JUNE 30, 1

NOTE 1 : STATEMENT OF ACCOUNTING POLICIES

The financial statements of the hospital have been  
accordance with the provisions of the Annual Report  
and the Annual Reporting (Contributed Income Sector  
1988 as amended. The Accounting Standards issued by  
Institute of Chartered Accountants in Australia  
Australian Society of accountants have been compli  
applicable.

A. Accrual Basis

In accordance with the Regulations, the acc  
accounting has been used with revenues  
recognised as they are incurred, and brought  
the period to which they relate.

B. Historical Cost

The financial statements have been prepared on  
cost basis whereby assets are recorded at c  
take into account changing money values nor th  
of non-current assets unless specifically stat

C. Rounding Off

All amounts shown in the financial statements  
to the nearest dollar.

D. Investments

Investments are valued at cost. Interest  
investments is brought to account as it is ear

E. Depreciation

Fixed assets with value in excess of \$1,000  
account and depreciation has been provide  
estimated useful lives.

As at balance date no independent valuat  
received on Land and Buildings. As the valu  
is not available, no depreciation has been ca  
asset for 1988/89. This represents a d  
Australian Accounting Standards AS4. Deprec  
Current Assets, which states that fixed as  
depreciated over their estimated useful life.  
this departure on the accounts has not been ca

F. Stores

Inventories are stated in the Balance Sheet a  
cost and net realisable value. Cost  
principally by first-in, first-out method.



### ee Entitlements

#### rvise Leave

for long service leave in the 1988/89 Statements on a pro-rata basis for all employees who have ten or more years service. Generally, the amount under various awards becomes payable upon completion of 15 years service. The proportion of long service leave estimated to be payable within the next year is included in the Balance Sheet under Liabilities. The balance of the provision is under Non-Current Liabilities.

#### Leave

on for annual leave is made for all employees based on Hospital's accrued liability for annual leave at June 1989. This provision is included under current assets.

#### Days Off

provision is made for accrued days not yet taken but by eligible employees.

#### novation

eligible employees contribute to the Hospitals Superannuation Fund established under section 10 of the Superannuation Act 1965 (refer Regulation 32)

#### g Home

Wing Nursing Home is controlled by a separate Board of Management, comprising the same individuals as are on the Hospital Board of Management, and is fully funded from Commonwealth bed day subsidies and an operating grant from the State Government. The Nursing Home operations are an integral part of the Hospital operations. Its operations have been funded with shared resources. Its operations have been included with those of the hospital for accountability.

#### s in Reporting Requirements

the 1988/89 year, the hospital was declared a public entity under the Annual Reporting Act 1983. This necessitated certain alterations to the presentation of the financial statements pursuant to the Annual Reporting (Contributed Entity) Regulations 1988 as amended.

possible, comparative figures have been amended accordingly.

### NOTE 2 : GOVERNMENT GRANTS

|  |
|--|
| HDV Ordinary Grants                      |
| HDV Grants Outstanding                   |
| Grants paid by other State Departments - |
| - Workcare                               |
| - Home Nursing                           |
| - Subsidised Wages Scheme                |

#### Total Operating Grants

|                              |
|------------------------------|
| Capital Grants - Minor Works |
| - Buildings                  |
| - H.A.C.C. (Vehicles)        |
| - HDV (Computer)             |

### NOTE 3 : INDIRECT CONTRIBUTION BY HEALTH DEPARTMENT VICTORIA

The Health Department Victoria makes certain payments on behalf of the hospital in accordance with their requirements, have been brought to account in the financial statements in accordance with their requirements, have been brought to account in accordance with their requirements. They are brought to account in the operating result for the year. They are brought to account in the operating result for the year. They are brought to account in the operating result for the year. They are brought to account in the operating result for the year. These were :

|                                    |
|------------------------------------|
| Audit Fees                         |
| Workcare Threshold Insurance       |
| Industrial Special Risk Insurance  |
| Public Risk Insurance              |
| Industrial Relations Service       |
| Hospital Computing Service Charges |

Total



NOTE 6 : OPERATING EXPENSES

Details required by R.29 (2) (b)

| Patient Fees Raised |         | Patient Fees as at |         | Receivable as at |         |
|---------------------|---------|--------------------|---------|------------------|---------|
| 1/7/88              | 1/7/87  | 30/6/89            | 30/6/88 | 30/6/89          | 30/6/88 |
| to                  | to      |                    |         |                  |         |
| 30/6/89             | 30/6/88 | \$                 | \$      | \$               | \$      |
| 449,729             | 387,518 | 77,454             | 99,956  | 19,107           | 44,455  |
| 27,622              | 37,978  | 25,482             | 19,107  |                  |         |
| 751,551             | 730,532 | 54,964             | 44,455  |                  |         |
| Nursing 6,768       | 7,408   | --                 | --      |                  |         |

1,235,670      1,163,436      157,900      163,518

Doubtful debts      29,326      40,218

128,574      123,300

DUDE

1988/89      1987/88

\$      \$

18,709      19,342  
 10,640      8,180  
 --      --  
 66,802      54,137  
 37,659      10,753  
 3,120      --  
 2,480      220  
 488      --  
 4,066      11,653

143,964      104,285

Initial nature amounting to \$ 39,878 were also received during the 89.

Depreciation of Non-Current Assets

Bad Debts Written Off :

- Inpatients
- Outpatients
- Nursing Home
- Physiotherapy, Pathology & Radiology

Set aside for Doubtful Debts

Audit costs met by Health Dept.

NOTE 7 : ABNORMAL INCOME

- Prior year ordinary Grant Adjustment
- Hospital
- Nursing Home





OR EMPLOYEE ENTITLEMENTS

(15)

DTE 10 : STORES

| Current | Non-Current | Total   | Total   |
|---------|-------------|---------|---------|
| \$      | \$          | \$      | \$      |
| 30,000  | 189,618     | 219,618 | 152,385 |
| 265,719 | --          | 265,719 | 237,961 |
| 9,065   | --          | 9,065   | --      |
| 304,784 | 189,618     | 494,402 | 390,346 |

- Pharmaceuticals
- Printing Supplies
- Housekeeping Supplies
- Medical & Surgical Lines
- Engineering Stores
- Administration Stores
- Other
- Total

53  
=====

NOTE 11 : DEBTORS AND ACCRUED REVENUE

|                               | Less than 1 Year | Less than 2 Years | Greater than 2 Years | Greater than 2 Years |
|-------------------------------|------------------|-------------------|----------------------|----------------------|
|                               | \$               | \$                | \$                   | \$                   |
| Pathology & Radiology Debtors | 32,013           | 1,566             | --                   | --                   |
| Accrued Revenue               | 62,500           | --                | --                   | --                   |
| HDV Grants Due                | --               | --                | --                   | --                   |
| Total                         | 94,513           | 1,566             | --                   | --                   |

Less provision for Doubtful Debts

- Pathology & Radiology Debtors
- Trade Debtors
- Accrued Revenue

Total

Total Debtors and Accrued Income

HDV Grants Due comprise :

- Nursing Home - Syms Ward (277,000)
- Perry Wing 185,000
- Hospital 154,500

62,500

Trust

1988/89 \$ 8,791  
1987/88 \$ 6,695



OPERATING FUNDS  
NETS (177)

| Operating Fund | Capital Fund | Specific Purpose Fund | Endowment Fund | Total 1988/89 | Total 1987/86 |
|----------------|--------------|-----------------------|----------------|---------------|---------------|
| \$             | \$           | \$                    | \$             | \$            | \$            |
| --             | 296,000      | 160,000               | --             | 456,000       | 433,000       |
| --             | 4,227        | --                    | 1,205          | 1,205         | 1,205         |
| --             | 306,227      | 160,000               | 1,205          | 461,432       | 438,687       |

NOTE 14 : RECONCILIATION OF NET SURPLUS (DEFICIT) WITH FUNDS FROM OPERATIONS

Net Surplus/(Deficit) for year 40

Add - non cash items 16

Depreciation 35

Provision for Employee Entitlements

Net Funds for Operations 58

NOTE 15 : CAPITAL WORKS COMMITMENTS

- Capital Works Commitments -
- South Ward Development
- Cafeteria
- Capital Works Commitments -
- Supply Floor Covering Syme Ward

NOTE 16 : TRANSFERS TO RESERVES

Income Derived by Capital Account

Income Derived by Specific Purposes Account

| At Cost 30/ 6/89 | Deprec'n for 1988/89 | Accum Deprec'n at 30/ 6/89 | Net Assets at 30/ 6/89 | Net Assets at 30/ 6/88 |
|------------------|----------------------|----------------------------|------------------------|------------------------|
| \$               | \$                   | \$                         | \$                     | \$                     |
| 22,000           | --                   | --                         | 22,000                 | 13,750                 |
| 3,355,499        | --                   | --                         | 3,355,499              | 3,235,777              |
| 1,703,386        | 166,975              | 789,901                    | 913,485                | 917,727                |
| 112,597          | 2,726                | 8,802                      | 103,795                | 51,370                 |
| 5,193,482        | 169,701              | 798,703                    | 4,394,779              | 4,218,624              |



RESERVE FROM RESERVES

(19)

STANWELL AND DISTRICT ELDERLY PEOPLES HOME  
FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 196

Specific Purposes Account to Operating Account  
Expense - Salary and Wages Recovery

\$  
3,127

OPERATING FUND

MEMBERS BETWEEN FUNDS

Specific Purposes Account to  
Total - Purchase of Equipment

\$  
60,269

INCOME

|                             |            |
|-----------------------------|------------|
| Patient Fees                | \$ 276,135 |
| Minor Works Grant           | 2,600      |
| Health Dept. Grant Due      | 185,000    |
| Current Year                | 209,900    |
| Prior Year Grant Adjustment | 6,114      |
| Interest on Investments     | 26         |
| Sundry Income               |            |

EXPENDITURE

|                         |
|-------------------------|
| Salaries & Wages        |
| Superannuation          |
| Food Supplies           |
| Medical & Surgical      |
| Special Service D       |
| Pharmacy Supplies       |
| Fuel, Light & POW       |
| Domestic & Laundry      |
| Repairs & Maintenance   |
| Administration Expenses |
| Workcare Premium        |
| Provision for Dep       |

\$ 679,775  
=====

Surplus

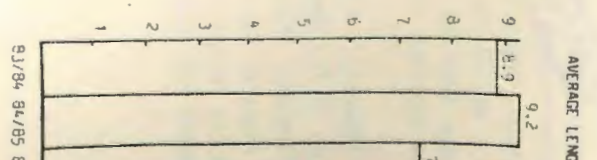
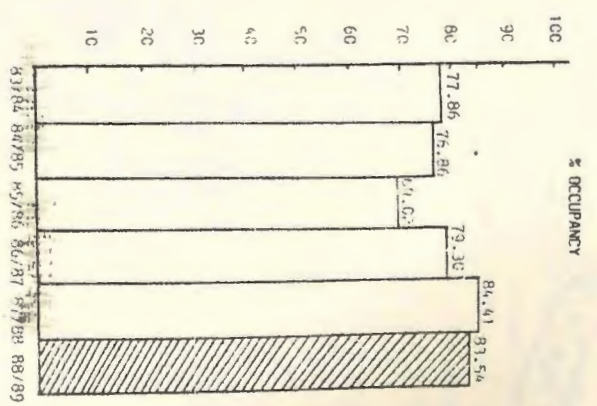
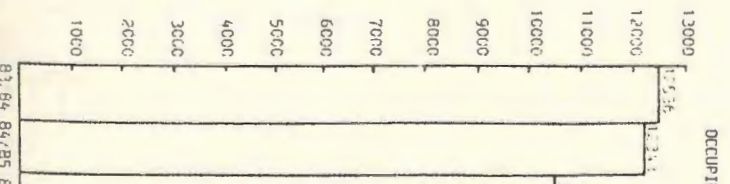
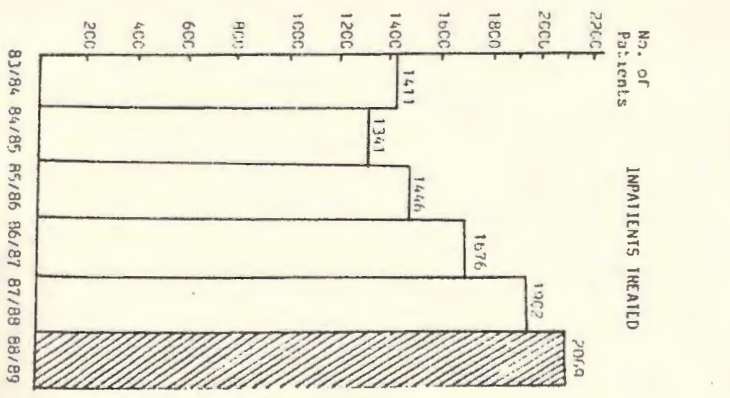


THE YEARS AT A GLANCE

|                                |           |            |
|--------------------------------|-----------|------------|
| Balance                        |           | \$ 409,014 |
| Surplus                        |           | 184,920    |
| Balance                        |           | \$ 594,534 |
| Outstanding                    | \$ 19,475 |            |
| Accounts                       | 56,000    |            |
| Payables                       | 534       |            |
| Revenue: Health Departments    | 185,000   |            |
| Grant Wing                     |           |            |
| Equipment                      | 421,805   |            |
| Provision for Depreciation     | 139,550   |            |
|                                | (32,284)  | 850,133    |
| Salaries & Wages               | 11,291    |            |
| Medical Leave                  | 16,376    |            |
| Other                          | 185       |            |
| Medical Service Leave          | 26,152    |            |
| Central Account Bank Overdraft | 201,575   |            |
|                                |           | \$ 755,579 |
|                                |           | \$ 594,534 |

Figures specifically relating to the "Perry Wing Nursing Home" of the audited financial figures relating to the "Nursing Home" of the Stowell District Hospital.

"Perry Wing Nursing Home" financial figures for the Stowell District Hospital consolidation of financial data relating to the "Slye Ward" Nursing Home and the "Perry Wing" Elwyn Bed Nursing Home.





AUDITOR-GENERAL'S REPORT

g financial statements comprising revenue and expense  
nce sheet, statement of sources and applications of  
ted statement of changes in equity and notes to the  
ments of the Stawell District Hospital have been  
ired by the Annual Reporting Act 1983 and in accordance  
Auditing Standards.

1 Reporting (Contributed Income Sector) Regulations  
1 is not required to provide depreciation on non-  
held prior to 1 January, 1989. Consequently, the  
t provided for depreciation on buildings valued at  
he balance sheet. This is a departure from Australian  
dard AAS4 Depreciation of Non-Current Assets. In my  
iation, which allocates the cost of an asset over its  
ould have been provided on these items and been  
operating expense in the revenue and expense statement.

d not maintain a record of the value of Crown land  
ol and consequently the asset not included in the  
Under the Annual Reporting (Contributed Income Sector)  
8, a hospital is not required to disclose in the balance  
nt assets held prior to 1 January 1989. However, this  
from Australian Accounting Standard AAS6, Accounting  
mination, Application and Disclosure. As the hospital  
tially all of the risks and benefits incidental to the  
e Crown land, it is my opinion that the asset should  
d and recorded in the balance sheet.

the financial statements comply, in all material respects,  
ements of the Annual Reporting Act 1983, and except for  
he financial statements of the matters referred to above,  
the state of the affairs of Stawell District Hospital as  
and the results of its operation for the year ended on  
cordance with Australian Accounting Standards.

C.A. Baragwanath  
Auditor-General

