

# *Annual Report*

2017 - 2018



## **FITZGERALD** **AGED CARE**

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# Management Team



**ANNA WHITNEY**  
Executive Manager  
Public Officer



**SHELLEY WHALAN**  
Business Manager  
Company Secretary

## Vision

To be the choice for Hawkesbury families for aged care in an independent, not for profit environment and where the importance of dedicated professional care for residents is a priority.

## Philosophy

To provide quality residential aged care and services to older people in a safe, comfortable, homelike environment.

## Mission

We work alongside residents and their families to provide a flexible accommodation environment for our aged residents.

## Culture

Appreciation and acceptance of the wisdom and life experiences of our residents

Respect and fair treatment of all within Fitzgerald

Pride and enthusiasm in our service

Strong communication with residents and their families

Investment in learning, training and employee knowledge

Any profit is returned to the facility and the residents

## Values

Compassion • Kindness • Respect • Dignity • Honesty • Integrity

# Your Board Members

2017 - 2018



**BRYAN N SMITH**  
Chairperson



**MAREE McDERMOTT, OAM**  
Vice Chairperson



**GEOFFREY COTTLE**  
Treasurer



**JUDITH NEWLAND**  
Director



**RHONDA HAWKINS, AM**  
Director



**CHRISTINE PAINE, OAM**  
Director



**PATRICIA MAGUIRE**  
Director



**ROBERT STALLEY**  
Director



**NATALIE SMITH**  
Director



**SARAH RICHARDS**  
Director



**ARTHUR RUTTER**  
Director

### THE EXECUTIVE

Bryan Smith - Chairperson  
Maree McDermott, OAM- Vice Chairperson  
Geoffrey Cottle - Treasurer  
Shelley Whalan – Company Secretary  
Anna Whitney – Public Officer

### DIRECTORS

Judith Newland (resigned 3/07/2018)  
Sarah Richards (resigned 20/11/2017)  
Rhonda Hawkins, AM  
Christine Paine, OAM  
Patricia Maguire  
Robert Stalley  
Arthur Rutter  
Natalie Smith

The Board Members of Fitzgerald Aged Care Facility Limited are committed and dedicated members of the community; for the care and well being of the elderly within the Hawkesbury.



## Chairperson's Report

**BRYAN N SMITH**  
Chairperson

What a difference a year makes. When I wrote my report a year ago we were financially on the crest of the wave and now we have dropped into the following trough. When the Board embarked on our refurbishment program it was recognised there was a small window of opportunity which we grasped knowing that the good times would end. What surprised us was the speed of the change occurring.

Enough of the gloom. There is plenty of really good news about Fitzgerald. With the Aged Care industry under constant attack from the media Fitzgerald can stand proud.

Under Anna's leadership our performance has been exemplary. On 25th June we were advised that we had gained accreditation until August 2121. The assessors were unable to find any problems requiring corrective action. There was also an unannounced visit by the Department of Health with an excellent result. Congratulations to Anna on a great achievement.

Whilst Health Department audits involve an inspection of the premises and interviews with residents there is also a heavy reliance on the paper trail to verify on-going compliance. This is where Shelley and her team play a key role. There is a vast amount of paperwork involved in each admission and departure. With residents staying with us for much shorter times due to their increased fragility. On taking up residence the admittance tasks have expanded dramatically. To cope with this Lauren has joined Vicki and Claire seated at the front desk. She fields all requests from visitors, residents and families while making enormous improvements to our online presence.

Another new face this year is Santi who joined Cathy to lead our catering team. With the sharing of the workload with Santi, Cathy has been able to finally take off for some well-deserved long service leave. Santi is a qualified chef with years of experience in the Aged Care sector. Keen to meet the Board in his first month and to demonstrate his skills he replaced our usual light supper with a superb dinner. Back in the real world we now get what Santi describes as the "leftovers" being a sample of what has been served during the day. Our residents eat freshly cooked food prepared from carefully selected, quality ingredients. The result is minimal waste as frail residents stop losing weight and enjoy eating a varied and nutritious diet.

There is much talk about having set staff ratios and being a Government financed and controlled sector. This is probably inevitable. I do not believe that for a small, ethically run, not-for-profit local community facility such as Fitzgerald a "one size fits all" approach will deliver the best outcome.

Currently twenty-four hour care is provided with a Registered Nurse on the premises for 16 hours with another on call during the night. This is a level greater than many other providers. Our Care Staff are all trained to Certificate III or IV level with qualifications to administer medications and dress wounds or skin lesions. However, it is not the medical issues we should consider but the genuine, gentle, kind help and assistance offered by our carers that shine through. We and our residents are lucky to have them.

Of course, kindness and concern is not limited to Care Staff but extends to our behind the scenes people working diligently to keep the facility clean and the laundry done. More visible are our Maintenance team and Activities Officers whom are well liked by our residents.

With our internal refurbishment completed attention moved to the grounds where Christine Paine has gathered a team of really enthusiastic and dedicated gardeners. Utilising funds from the refurbishment programme a new retaining wall was built and pathways made safe for residents. Work was then devoted to our front entrance and recovering from neglect and damage caused by the renovation.

Next came the development of a raised garden bed, sponsored by the Resident's Committee and special planting to provide a great sensory experience. Not only have our volunteers provided labour but also donated plants and consumables. Local businesses have helped by the most generous gifts of plants and materials. Special thanks to Stephen who does a lot of the heavy work and contributes much more than his paid hours. The support received from Rotary in physical labour and financial assistance has been fantastic.

Our Volunteer Librarian has been able to liaise with Hawkesbury City Library to provide monthly visits by professional library staff bringing a selection of books and audio material. The full collection of the library including CD's, audio books and E-books is accessible to all residents with their selection delivered on the next visit.

Currently we are assisted by Volunteers from Schools with student fulfilling community service obligations or working for their Duke of Edinburgh awards.

Joining our volunteer Board after my last report was written Patricia Maguire, missed out on a formal welcome. Patricia brings a wealth of experience from St. John of God and in Aged Care standards administration to strengthen our Governance and Risk Management Activities.

During the year two members of the Board needed to resign for personal reasons with Judith Newland pursuing her academic work and Sarah Richards deeply involved in her role as a City Councillor. Sarah has kindly offered to continue to provide legal guidance should this be needed.

We have been fortunate in finding two people with appropriate skills and experience to replace them. Arthur Rutter was formerly head of Manchester Unity Health Fund with extensive interests in Aged Care. Natalie Smith brings skills in Occupational Therapy and Psychology with experience in the development of Mental Health programs. It has been a joy working with all members in such a talented team, but I must thank in particular Maree McDermott who has been incredibly supportive and wise counsel over as Vice Chairperson.

Finally my thanks to our residents and their families for trusting Fitzgerald to provide the care they seek. That has been the sole reason for our existence for the last 200 years.

Our actual birthday is on December 31st but the formal celebration will be held on the 25th November something special to look forward to.





## Resident's Committee Report

**SHIRLEY LANE**

Vice President Resident's Committee

It is with pleasure in my year as Vice President of the Residents' Committee to submit the 24th President's Annual Report for Fitzgerald Aged Care.

The results from the 2018 Resident's Annual General Meeting elections were as follows:

Frank Lawn - President  
Shirley Lane - Vice President  
Vacant - Secretary  
Vacant - Treasurer

Dispute Resolution Committee  
Anna Whitney - Executive Manager  
Trish Williams - Independent  
Melinda Clark - Community Member

Welcome Board Members, Management, Staff, Residents, Volunteers, Families and Friends.

Our thoughts and prayers are with families and friends of our departed residents during the past year. I would like to make a special mention of our esteemed past President Mr Frank Lawn who sadly passed away this year. Frank always was a great advocate for the Residents and worked tirelessly on behalf of all residents at Fitzgerald, his presence is greatly missed by us all.

On behalf of Fitzgerald's Residents we extend our thanks and gratitude to our many benefactors for their continued support. Your generosity is very much welcomed and appreciated by all who reside at Fitzgerald.

Our thanks are also extended to the Richmond Club and Bridges Disability Group, for providing buses for Residents on shopping trips and outings.

We have had another big year this year after the completion of a full refurbishment of the Facility last year the gardens have now become the focus. A huge thank you to Christine Paine and her energetic group of lady volunteers for the ongoing gardening program. Thank you to the Board for approving a new position of grounds keeper to attend to regular ground maintenance, this is also having a big impact on keeping the new plants and gardens in great shape.

I would like to congratulate the Board and Management for their foresight and commitment to ensure that Fitzgerald remains to be a sought after facility in the Hawkesbury and continues to provide first quality care to the Residents that live here.

Thank you to Anna, Shelley, Registered Nurses, Administration, Recreational and Maintenance staff for their hard work in the everyday running of the facility, especially the care staff for their care and attention to our everyday personal care requirements. I would like to make special mention of our Kitchen staff, Cathy, Santi and their dedicated team who very seldom get mentioned for their hard work in providing quality meals and birthday cakes.

At Fitzgerald we are extremely fortunate to have a large number of volunteers that assist our staff and residents in many ways. On behalf of the Residents I would like to formally extend an enormous thank you to each volunteer for their continued support, friendship, kindness and generosity.

At our next Residents AGM the Residents Committee will be dissolved. The current format will be replaced by a Residents Focus Group, this is happening as over the past few years we have had difficulty filling the necessary office bearers position to meet the current requirements of a "committee." This shift to a Residents Focus Group will allow for a more productive group to be an advocate for the residents when needed. I would like to wish this group great success in the upcoming years.





## Executive Manager Report

**ANNA WHITNEY**  
Executive Manager

Another jam packed year is coming to a close and what a year it has been. With the completion of the internal refurbishment attention turned outwards. With the help of our wonderful volunteers under the guidance of Christine Paine the grounds and gardens are turning into a kaleidoscope of colour and a relaxing haven for residents, visitors and staff. The many compliments I have received over the course of the year are a testament to everyone's hard work.

Aged care has been in the news a great deal this year and sadly not always for the right reasons. We are extremely lucky at Fitzgerald that, as a small facility, we are able to not only give personal care to our residents but we build strong bonds between our residents and their families from the day they come into our care until the day they leave us. Every staff member plays there special part and this team work was again highlighted by an excellent Accreditation result this year with all 44 outcomes met and an A rating gained in our annual Food Safety Audit.

It has been a privilege to work with our Board Members, who all volunteer their time and expertise to ensure that Fitzgerald is the best aged care facility it can be.

On the 25th November we will be joining the Benevolent Society in celebrating 200 years with a morning tea and unveiling of a new plaque. I am often asked how Fitzgerald can be 200 years old when the building is only 23 years old. We owe our origins to the founding of the Benevolent Society which was established in 1818 to care for the local aged and infirm. Care and accommodation has been provided in different places and under different names until 1959 when a new wooden building was erected and named Fitzgerald Memorial Hostel to honour Richard Fitzgerald who was the largest ever donor to the Benevolent Society. In 1989 the Wentworth Area Health Service closed the hostel as a fire hazard. The Hawkesbury Hospital crisis committee, which had been formed in 1984, applied to re-open the hostel. The site was purchased and the present hostel built with \$400,000 from the sale of the old hostel, a bequest of \$250,000 from Mr and Mrs Wymark and a \$2,400,000 grant from the Commonwealth Department of Health.

This will be a perfect opportunity to showcase our history and unveil our face lift. There will be many special guests from founding Board Members to past Managers so we will be able to acknowledge what they helped to create.

2019 will bring more changes and challenges but all can be faced and surmounted if we work together.



## Business Manager Report

**SHELLEY WHALAN**  
Business Manager

The aged care reform has finally started to show it's face at Fitzgerald. Funding was increased to the community sector to increase the ageing population's ability to remain in their own homes longer. The outcome of this for us is that by the time our residents enter care they are frailer and have higher care needs and their stay is shorter. So, in the past year we have seen many new faces and said goodbye to some that have called Fitzgerald their home for many years.

Administration staffing has needed to increase to cover the mountains of documentation involved in new admissions and departures. Lauren has been a welcome relief to cover this increase in workload. Extra hours were added to the care staff to ease the extra demands and cover the restless part of the afternoon. Lisa joined our Activity crew this year and we extended the activity program to include a half day on Saturday.

Sadly, all of these welcomed additions will come under review as we are hit with further cut backs from the Government. The government stated that Aged Care Funding Instrument (ACFI) was costing too much and expenditure needed to be reduced. Being not for profit, the government subsidies we receive provide 65% of our annual revenue. ACFI is intended to provide for the care of the individual resident, translating into staff who provide this care. The care needed for the resident is increasing whilst government is reducing the revenue to employ the staff needed to provide the care. Our subsidies have already been reduced by approximately 18% and I expect it to reduce even further as resident needs are assessed under the new system. My hope is that the Royal Commission will actual unveil the challenges they set down for the industry and the government be made accountable for some of the sub-standard care being reported in the news. I am fortunate to say that even though the staff have had to adapt to such a dramatic changes, they have taken it in their stride and continued to provide exceptional care with compassion and respect, referred to as 'angels without wings'.

As always, through the darkness there is so much light. We are so fortunate to work in a place enriched in history with so many wonderful stories and still to this day rely on the generosity and support of volunteers and community groups to continue to provide such a needed and rewarding service.

Fitzgerald is 'not for profit', Fitzgerald is for the care of our wonderful residents, we have faced lean times before and come what may I am confident that we will be able to continue to fund the care needed for our family.





## Governance and Risk Sub Committee Report

**MAREE McDERMOTT, OAM**  
Convenor | Vice Chairperson

This year at our planning day, the Board requested that our Sub committee widen its operations to include Risk, a potentially serious issue that if not regularly attended to, can disrupt our service. While Fitzgerald does have an extensive Risk Management Policy, Register and Action Plan, the stronger oversight by our Sub committee strengthens our proactive response to Risk.

Throughout this year we have maintained reviewing and updating aspects of governance such as:

- Our Constitution was reviewed and updated to reflect current practice
- We revisited our Vision and Purpose and developed Values that reflect the culture of Fitzgerald.
- A 3 year strategic plan has been developed and accepted by the Board
- Current Business Plan with our Operational Plan have been reviewed and renewed
- Business Continuity Plan and Evacuation Management Plan reviewed
- Bi-annual Policy Review continues to operate well and new policies are developed as needed and as indicated by best practice principles
- A Governance self-assessment provided by QPS Benchmarking Network Ltd. was a source of genuine satisfaction as our scoring was well above the benchmark

I thank my colleagues - Chair Bryan Smith, Patricia Maguire and Arthur Rutter for joining this small but robust and active group.



## Treasurer's Report

**GEOFF COTTLE**  
Treasurer

The attached financial report shows a loss for the year of \$221,806. This included a decrease in the value of the land and buildings of \$123,694 making our operating loss \$98,112 compared to a surplus of \$379,665 last year.

The turnaround in operating profit of \$477,778 is accounted for as follows:

Reduction in revenue	\$ 102,328
Increased employee costs	\$ 174,492
Increased resident and other expenses	\$ 44,779
Increased depreciation building	\$ 121,500
Increase depreciation equipment	\$ 34,679

In the 2017 budget the Federal Government determined that \$1.2 billion should be cut from aged care in Australia. This was achieved by reducing the Aged Care Funding Instrument (ACFI) point scoring for residents. We are now seeing the enormity of these cuts on our small facility. Government income has fallen \$142,811 or 5.95% this year. We see this trend accelerating.

Salary costs continue to rise under National Wage cases and our endeavours to maintain/improve the level of care to residents. This expense includes training of new staff and maintenance/improvement of knowledge for existing staff. Although training is initially expensive we hope to recover these costs over future years by greater efficiency and reduced sick days.

As a result of the refurbishment depreciation on new equipment and the increased value of buildings had to be recognised for the first time this year. This charge against revenue will continue.

We also wrote back \$123,694 against the revaluation reserve. This was a one-off charge as a result of the refurbishment which required additional work in the staff room, roof and front entry.

Our consultants StewartBrown, recommended we write back the 2008 valuation of bed licences as they would have no value under the Living Longer Living Better reforms and Productivity Commission recommendations. This is explained more fully in Note 9 to the financial report.

I would like to thank my fellow Finance Committee members: Bryan Smith, Robert Stalley, Anna Whitney and Shelley Whalan for their support over the years I have been treasurer and to those ad hoc members who gladly gave their time and talent on special assignments.



DIRECTORS' REPORT

The directors present their report together with the financial report of Fitzgerald Memorial Aged Care Facility Limited (the company) for the year ended 30 June 2018 and auditor's report thereon. This financial report has been prepared in accordance with Australian Accounting Standards.

Directors names

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

Bryan Smith

Maree McDermott OAM

Geoffrey Cottle

Rhonda Hawkins AM

Christine Paine OAM

Patricia Maguire

Robert Stalley (Appointed 09/10/2017)

Arthur Rutter (Appointed 20/11/2017)

Natalie Smith (Appointed 19/02/2018)

Sarah Richards (Resigned 27/11/2017)

Judith Newland (Resigned 03/07/2018)

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

Results

The deficit incurred by the company for the year amounted to \$98,112.62 (2017: surplus of \$379,665.32). In addition, land and buildings were revalued downwards by \$123,693.84 (2017: upwards revaluation of \$563,797.48) resulting in total comprehensive income deficit of \$221,806.46 (2017: comprehensive income of \$943,462.80).

Short-term and long-term objectives and strategies

The short and long term objectives of the company are to provide for the care, comfort, maintenance, advancement, welfare and benefit of frail aged people. These objectives are achieved through the operation and maintenance of an aged care facility within the Hawkesbury Local Government Area under the guidelines of the Department of Health and Australian Aged Care Quality Agency.

The company works on the principle of "Ageing in Place" where it endeavours to continue to provide care and accommodation for the residents at the facility where possible. Residents are assessed and monitored on an ongoing basis to ensure that changes in their needs and level of care are identified and measures put in place to address these needs.

DIRECTORS' REPORT

Company Performance

The company monitors its performance through a number of measures. These include monthly financial reports and analysis, feedback from key stakeholders (residents, their family, staff and external providers), internal audits on infection control, workplace health & safety, personal / clinical care and benchmarking these results with like organisations through Quality Performance Systems.

Information on directors

<b>Bryan Smith</b>	Chairperson
Qualifications	Undergraduate Medical Science
Experience	Member since 2014 Hawkesbury District Health Service Community Board of Advice Nepean Hospital Executive, Safety and Quality Governance committee Consumer Advisory Committee for the Nepean Blue Mountains Local Health District and Primary Health Network
Special Responsibilities	Strategic Planning & Operations Committee Finance Committee Future Development Advisory Group Governance & Risk Committee
<b>Maree McDermott OAM</b>	Vice Chairperson
Qualifications	Associate Diploma in Community Orgs – Governance Graduate Diploma in Family Health Certificate in Counselling and Small group work
Experience	Member since 2014 30 Years community experience
Special Responsibilities	Strategic Planning & Operations Committee Governance and Risk Committee
<b>Geoffrey Cottle</b>	Treasurer
Qualifications	Chartered Accountant in Public Practice Registered Tax Agent Registered Company Auditor Registered Self-managed Superannuation Fund Auditor
Experience	Associated since June 2013 Member since 2016
Special Responsibilities	Finance Committee Strategic Planning & Operations Committee Future Development Advisory Group

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**ABN 14 135 898 421**

**DIRECTORS' REPORT**

<b>Rhonda Hawkins AM</b>	Director
Qualifications	Bachelor of Science (University of Sydney) Master of Public Policy (University of Sydney) Diploma & Associate Diploma (Australian Institute of Company Directors)
Experience	Member since 2017 Director and Deputy Chair: Evolve Housing (not for profit community housing) Member and Chair Salvation Army Greater Western Sydney Advisory Board Member Victoria University Council Director, Wentworth Institute of Higher Education Member, Riverside Theatres Advisory Board
Special Responsibilities	Strategic Planning and Operations Committee Future Development Advisory Group
<b>Christine Paine OAM</b>	Director
Qualifications	Registered Nurse (Retired) Hawkesbury City Councillor 1991 to 2016 Founding Fitzgerald Board member 1993 to 1997 Member of the Community Board of Advice (Hawkesbury Hospital) 8 years Member of Community Board of Advice University of Western Sydney (Medical School) 3 years Director of Westpool – Governance, Finance, Risk Management and Strategic Planning
Experience	Member since 2017
Special Responsibilities	Strategic Planning and Operations Committee Bi-Centennial Advisory Group Gardening Club Co-Coordinator Future Development Advisory Group
<b>Patricia Maguire</b>	Director
Qualifications	Company Secretary, St John of God Hospital Limited 1998-2002 Board Secretary, Aged Care Quality Standards and Accreditation Agency Limited 2002-2016
Experience	Member since 2017
Special Responsibilities	Strategic Planning and Operations Committee Governance and Risk Committee Bi-Centennial Advisory Group

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**ABN 14 135 898 421**

**DIRECTORS' REPORT**

<b>Robert Stalley</b>	Director
Qualifications	Bachelor of Commerce (NSW) FCPA Various Senior Financial roles in commerce & industry 1983-1999 including Brambles, Westfields and Unilever Sydney Business Manager AirServices Australia 1999-2001 CFO Liverpool City Council 2001-2004 Business owner 2004-2006 CFO Hawkesbury City Council 2006-2010 CFO Holroyd Council 2010-2014 Member of The Rotary Club of Windsor since 2014 Member of The Friends of Australian Pioneer Village since 2017 Member of The Richmond School of Arts from 2018 Meals on Wheels Volunteer since 2016
Experience	Member since 2017
Special Responsibilities	Finance Committee Strategic Planning and Operations Committee Future Development Advisory Group
<b>Arthur Rutter</b>	Director
Qualifications	Occupational Health and Safety Management Certificate Bachelor of Arts (UNE) Master of Commerce (UWS) Previously non executive Director, Manchester Unity Australia, (Health Fund and Aged Care provider) Member of the Community Board of Advice, St John of God/Hawkesbury Hospital Manager Macquarie Towns Orchestra Governance & Risk Committee
Experience	Member since 2017
Special Responsibilities	Strategic Planning and Operations Committee Bi-Centennial Advisory Group
<b>Natalie Smith</b>	Director
Qualifications	Bachelor Social Science (Hons) Diploma in Occupational Therapy Registered Psychologist (non practising) Senior Executive team St John of God Hospital Richmond and Burwood, responsible for development of mental health programs in inpatient and community settings 1992-2004 Director of various small businesses in Hawkesbury area 2004-current
Experience	Member since 2017
Special Responsibilities	Strategic Planning & Operations Committee Bi-Centennial Advisory Group Future Development Group



**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**DIRECTORS' REPORT**

**Meetings of directors**

Directors	Directors' meetings		Finance committee meetings	
	Number eligible to attend	Number attended	Number eligible to attend	Number attended
Bryan Smith	11	10	9	9
Maree McDermott OAM	11	11	-	-
Geoffrey Cottle	11	9	9	9
Rhonda Hawkins AM	11	6	-	-
Christine Paine	11	7	-	-
Patricia Maguire	11	9	-	-
Robert Stalley	8	7	5	2
Arthur Rutter	7	5	-	-
Natalie Smith	5	5	-	-
Sarah Richards	5	2	-	-
Judith Newland	11	9	-	-

**Members guarantee**

The company is incorporated under the *Corporations Act 2001* and is a company limited by guarantee. If the company is wound up, the Constitution states that each member is required to contribute to a maximum of \$10 each towards meeting any outstanding obligations of the company. At 30 June 2018 the number of members was 10. The combined total amount that members of the company are liable to contribute if the company is wound up is \$100.

**Indemnification of directors**

During or since the end of the year, the company has given an indemnity or entered an agreement to indemnify, or paid or agreed to pay insurance premiums in order to indemnify the directors of the company against the insured persons where a wrongful act is alleged.

Further disclosure required under section 300(9) of the corporations law is prohibited under the terms of the contract.

**Auditor's independence declaration**

A copy of the auditor's independence declaration under paragraph 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit for the financial year is provided with this report.

Signed on behalf of the board of directors.

Director:  Bryan Smith

Director:  Geoffrey Cottle

Dated this 15<sup>th</sup> day of October 2018

**AUDITOR'S INDEPENDENCE DECLARATION**  
**UNDER SECTION 307C OF THE CORPORATIONS ACT 2001**  
**TO THE DIRECTORS OF**  
**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**

In accordance with the requirements of section 60-40 of the Australian Charities and Not-for-profits Commission Act 2012 we declare that, to the best of our knowledge and belief, during the year ended 30 June 2018 there have been:

- (i) no contraventions of the auditor independence requirements as set out in the Australian Charities and Not-for-profits Commission Act 2012 in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

**Name of Firm:** LAMB LOWE & PARTNERS  
Chartered Accountants

**Name of Partner:**

MR C W LAMB

**Address:** 130 FRANCIS STREET, RICHMOND NSW 2753

Dated this 22<sup>nd</sup> day of October 2018

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30 JUNE 2018**

	Note	2018 \$	2017 \$
<b>Income</b>			
Revenue	3	3,601,980.01	3,704,307.96
<b>Expenditure</b>			
Direct resident expenses		(261,730.10)	(249,473.81)
Depreciation and amortisation expenses		(280,790.47)	(124,611.26)
Employee benefits expenses		(2,458,404.34)	(2,283,912.88)
Other expenses		(699,167.72)	(666,644.69)
		<u>(3,700,092.63)</u>	<u>(3,324,642.64)</u>
<b>(Loss) Profit for the year</b>		<u>(98,112.62)</u>	<u>379,665.32</u>
<b>Other comprehensive income, net of income tax</b>			
Revaluation of land and buildings	13	(123,693.84)	563,797.48
<b>Other comprehensive income for the year, net of tax</b>		<u>(123,693.84)</u>	<u>563,797.48</u>
<b>Total comprehensive income for the year</b>		<u><u>(221,806.46)</u></u>	<u><u>943,462.80</u></u>

The accompanying notes form part of these financial statements.

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2018**

	Note	2018 \$	2017 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	5	5,991,028.85	4,307,158.06
Trade and other receivables	6	422,861.77	1,248,738.39
Other current assets	7	78,785.58	61,128.13
<b>TOTAL CURRENT ASSETS</b>		<u>6,492,676.20</u>	<u>5,617,024.58</u>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment	8	9,232,371.58	9,187,718.67
<b>TOTAL NON-CURRENT ASSETS</b>		<u>9,232,371.58</u>	<u>9,187,718.67</u>
<b>TOTAL ASSETS</b>		<u>15,725,047.78</u>	<u>14,804,743.25</u>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	10	8,324,187.60	7,087,816.42
Provisions	11	54,864.15	33,622.37
Other current liabilities	12	-	105,209.00
<b>TOTAL CURRENT LIABILITIES</b>		<u>8,379,051.75</u>	<u>7,226,647.79</u>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	11	66,302.57	76,595.54
<b>TOTAL NON-CURRENT LIABILITIES</b>		<u>66,302.57</u>	<u>76,595.54</u>
<b>TOTAL LIABILITIES</b>		<u>8,445,354.32</u>	<u>7,303,243.33</u>
<b>NET ASSETS</b>		<u>7,279,693.46</u>	<u>7,501,499.92</u>
<b>EQUITY</b>			
Reserves		4,620,471.76	4,744,165.60
Retained earnings	14	2,659,221.70	2,757,334.32
<b>TOTAL EQUITY</b>		<u>7,279,693.46</u>	<u>7,501,499.92</u>

The accompanying notes form part of these financial statements.



**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2018**

Note	Retained earnings \$	Asset Revaluation Reserve \$	Total \$
<b>Balance at 1 July 2016</b>	2,377,669	4,180,368	6,558,037
Other comprehensive income - Movement in reserves		563,797	563,797
Profit attributable to equity shareholders	379,665		379,665
<b>Balance at 30 June 2017</b>	<u>2,757,334</u>	<u>4,744,165</u>	<u>7,501,500</u>
Profit attributable to equity shareholders	(98,113)		(98,113)
Other comprehensive income - Movement in reserves		(123,694)	(123,694)
<b>Balance at 30 June 2018</b>	<u>2,659,222</u>	<u>4,620,472</u>	<u>7,279,693</u>

The accompanying notes form part of these financial statements.

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2018**

	2018 \$	2017 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Revenue from residents	1,315,242.56	1,554,164.26
Payments to suppliers and employees	(3,635,769.53)	(3,181,804.68)
Interest received	112,578.43	124,684.48
Operating grant receipts	2,259,392.02	2,402,203.44
<b>Net cash provided by operating activities</b>	<u>51,443.48</u>	<u>899,247.50</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Payment for property, plant and equipment	(449,137.22)	(1,223,770.91)
<b>Net cash used in investing activities</b>	<u>(449,137.22)</u>	<u>(1,223,770.91)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Collection of bonds & deposits	4,330,000.00	1,343,000.00
Refund of bonds & deposits	(2,248,435.47)	(1,088,300.61)
<b>Net cash provided by financing activities</b>	<u>2,081,564.53</u>	<u>254,699.39</u>
Net increase (decrease) in cash held	1,683,870.79	(69,824.02)
Cash at beginning of financial year	4,307,158.06	4,376,982.08
Cash at end of financial year	5 5,991,028.85	4,307,158.06

The accompanying notes form part of these financial statements.

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**ABN 14 135 898 421**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

The financial reports cover Fitzgerald Memorial Aged Care Facility Limited (the company) as an individual entity. The company is a not-for-profit company limited by guarantee incorporated and domiciled in Australia. The sole purpose of the company is the provision of aged care facilities through the delivery of residential aged care services. The company is an approved provider; NAPS ID 1030. The approved provider delivers only residential care services and this financial report therefore relates only to such operations.

The functional and presentation currency of the company is Australian dollars.

The financial report was authorised for issue by the Directors on the date of the directors' report.

Comparatives are consistent with prior years, unless otherwise stated.

**1 Basis of Preparation**

The financial statements are a general purpose financial report and have been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and the Australian Charities and Not-for-profits Commission Act 2012.

The financial statements have been prepared on an accruals basis and are based on historical costs modified, where applicable, by the measurement at fair value of selected non current assets, financial assets and financial liabilities.

The significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated .

**2 Summary of Significant Accounting Policies**

**Property, Plant and Equipment**

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

Properties that are held for strategic purpose or to provide a social service and that do not generate cash inflows where the rental revenue is incidental to the purpose holding the property, do not meet the definition of investment properties and are classified as properties in accordance with AASB 116.

**Land and buildings**

Freehold land and buildings are initially recorded at cost. Where freehold land and buildings were acquired at no cost or for a nominal amount, cost is deemed to be at fair value as at the acquisition date.

Freehold land and buildings are subsequently measured at fair value. At each balance date the carrying amount of each asset is reviewed to ensure that it does not differ materially from the asset's fair value at reporting date. Where necessary, the asset is revalued to reflect its fair value.

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**ABN 14 135 898 421**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

Increases in the carrying amounts arising on revaluation of land and buildings are recognised in other comprehensive income and accumulated in equity under the heading of asset revaluation reserve. To the extent that the increase reverses a decrease from the same class of asset previously recognised in profit and loss, the increase is recognised in profit and loss. Decreases that offset previous increases of the same class of asset are recognised in other comprehensive income under the heading of revaluation of land and buildings; all other decreases are charged to profit and loss.

**Plant and equipment**

Plant and equipment are measured using the cost model.

**Depreciation**

Property, plant and equipment excluding freehold land, is depreciated on a straight line basis over the assets useful life to the company, commencing when the asset is ready for use.

Leased assets and leasehold improvements are amortised over the shorter of either the unexpired period of the lease or their estimated useful life.

The estimated useful lives used for each class of depreciable asset are shown below:

Fixed Asset Class	Depreciation Rate
Buildings at independent valuation	3.33% - 8.33%
Plant and equipment at cost	5% - 25%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

**Financial Instruments**

Financial instruments are recognised initially using trade date accounting, i.e. on the date that company becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).



**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**ABN 14 135 898 421**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

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**Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise principally through the provision of goods and services to customers but also incorporate other types of contractual monetary assets.

After initial recognition these are measured at amortised cost using the effective interest method, less provision for impairment. Any change in their value is recognised in profit or loss.

The company's trade and most other receivables fall into this category of financial instruments.

Significant receivables are considered for impairment on an individual asset basis when they are past due at the reporting date or when objective evidence is received that a specific counterparty will default.

The amount of the impairment is the difference between the net carrying amount and the present value of the future expected cash flows associated with the impaired receivable.

In some circumstances, the company renegotiates repayment terms with customers which may lead to changes in the timing of the payments, the company does not necessarily consider the balance to be impaired, however assessment is made on a case-by-case basis.

**Impairment of Non-Financial Assets**

Assets with an indefinite useful life are not amortised but are tested annually for impairment in accordance with AASB 136. Assets subject to annual depreciation or amortisation are reviewed for impairment whenever events or circumstances arise that indicates that the carrying amount of the asset may be impaired.

An impairment loss is recognised where the carrying amount of the asset exceeds its recoverable amount. The recoverable amount of an asset is defined as the higher of its fair value less costs to sell and value in use.

The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to present values in determining recoverable amounts.

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**ABN 14 135 898 421**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

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**Employee Benefits**

Provision is made for the company's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on high quality corporate bond rates incorporating bonds rated AAA or AA by credit agencies, with terms to maturity that match the expected timing of cash flows. Changes in the measurement of the liability are recognised in profit or loss.

**Cash and Cash Equivalents**

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

**Operating Segments**

The approved provider delivers only residential aged care services and this general purpose financial report therefore relates only to such operations.

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**ABN 14 135 898 421**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

**Revenue and Other Income**

Revenue comprises revenue from sale of goods, government grants, fundraising activities and resident contributions.

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the company and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

**Sale of goods**

Revenue is recognised on transfer of goods to the customer as this is deemed to be the point in time when risks and rewards are transferred and there is no longer any ownership or effective control over the goods.

**Interest revenue**

Interest revenue is recognised when it becomes receivable on a proportional basis taking into account the interest rates applicable to the financial assets.

**Rendering of services**

Revenue in relation to rendering of services is recognised depends on whether the outcome of the services can be measured reliably. If this is the case then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period. If the outcome cannot be reliably measured then revenue is recognised to the extent of expenses recognised that are recoverable. All revenue is stated net of the amount of Goods & Services Tax (GST).

**Contributions - Government grants and donations**

A non-reciprocal contribution or grant is recognised when the company obtains control of the contribution or grant and it is probable that the economic benefits will flow to the company, and the amount of the contribution or grant can be measured reliably.

If conditions attached to the contribution or grant must be satisfied before the company is eligible to receive the contribution, recognition of contribution or income is deferred until those conditions are met.

A non-reciprocal donation is recognised when the right to receive a donation has been established.

When the company receives the grant but is obliged to give directly approximately equal value to the contributor, recognition of grant income will be deferred until delivery of service.

**Income Tax**

No provision for income tax has been raised as the company is exempt from income tax.

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**ABN 14 135 898 421**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

	2018 \$	2017 \$
<b>3 Revenue and Other Income</b>		
<b>Revenue</b>		
Resident and respite income	1,210,927.81	1,135,576.47
Government subsidies	<u>2,259,392.02</u>	<u>2,402,203.44</u>
	<u>3,470,319.83</u>	<u>3,537,779.91</u>
Other revenue:		
Interest received	112,578.13	124,684.48
Other revenue	<u>19,082.05</u>	<u>41,843.57</u>
	<u>131,660.18</u>	<u>166,528.05</u>
Total revenue	<u><u>3,601,980.01</u></u>	<u><u>3,704,307.96</u></u>
<b>Interest revenue from:</b>		
Interest Received	<u>112,578.13</u>	<u>124,684.48</u>
Total interest revenue on financial assets not at fair value through profit or loss	<u>112,578.13</u>	<u>124,684.48</u>
<b>Other revenue from:</b>		
Donations and grants	2,394.44	1,021.47
Other revenue	<u>16,687.61</u>	<u>40,822.10</u>
Total other revenue	<u>19,082.05</u>	<u>41,843.57</u>
<b>4 Profit for the year</b>		
Profit before income tax from continuing operations includes the following specific expenses:		
<b>Expenses</b>		
Materials and consumables used	261,730.10	249,473.81
Depreciation of property, plant and equipment	280,790.47	124,611.26



**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

	2018 \$	2017 \$
<b>5 Cash and Cash Equivalents</b>		
Cash on Hand	500.00	500.00
Cash at Bank - Bendigo Bank	2,490,528.85	623,634.31
Term Deposits	3,500,000.00	3,683,023.75
	<u>5,991,028.85</u>	<u>4,307,158.06</u>
<b>Reconciliation of cash</b>		
Cash and Cash equivalents reported in the statement of cash flows are reconciled to the equivalent items in the statement of financial position as follows:		
Cash and cash equivalents	5,991,028.85	4,307,158.06
	<u>5,991,028.85</u>	<u>4,307,158.06</u>
<b>6 Trade and Other Receivables</b>		
<b>Current</b>		
Trade Debtors	22,861.77	41,843.42
Bonds Receivable	400,000.00	1,206,894.97
	<u>422,861.77</u>	<u>1,248,738.39</u>
The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short term nature of the balances.		
<b>7 Other Assets</b>		
<b>Current</b>		
Accrued Income	51,325.37	38,885.20
Prepayments	27,460.21	22,242.93
	<u>78,785.58</u>	<u>61,128.13</u>

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

	2018 \$	2017 \$
<b>8 Property, Plant and Equipment</b>		
<b>LAND AND BUILDINGS</b>		
<b>Freehold land at:</b>		
Independent valuation	2,850,000.00	2,850,000.00
	<u>2,850,000.00</u>	<u>2,850,000.00</u>
<b>Buildings at:</b>		
Independent valuation	5,952,000.00	5,952,000.00
Less accumulated depreciation	(211,500.00)	-
	<u>5,740,500.00</u>	<u>5,952,000.00</u>
<b>Total Land and Buildings</b>	<u>8,590,500.00</u>	<u>8,802,000.00</u>
<b>PLANT AND EQUIPMENT &amp; FACILITY REFURBISHMENT</b>		
<b>Plant and Equipment &amp; Facility Refurbishment:</b>		
At cost	790,305.30	945,472.20
Accumulated depreciation	(148,433.72)	(559,753.53)
<b>Total Plant and Equipment &amp; Facility Refurbishment</b>	<u>641,871.58</u>	<u>385,718.67</u>
<b>Total Property, Plant and Equipment</b>	<u>9,232,371.58</u>	<u>9,187,718.67</u>

**Movements in Carrying Amounts of Property, Plant and Equipment**

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.

	Freehold Land	Buildings	Plant and Equipment	Refurb WIP	Total
	\$	\$	\$	\$	\$
Balance at 1 July 2016	2,250,000.00	4,356,132.48	309,191.07	609,438.00	7,524,761.55
Additions	-	50,577.00	111,138.86	1,062,055.08	1,223,770.94
Revaluation increments/(decrements)	600,000.00	(36,202.56)	-	-	563,797.44
Impairment losses	-	1,671,493.08	-	(1,671,493.08)	-
Depreciation expense	-	(90,000.00)	(34,611.26)	-	(124,611.26)
Balance at 30 June 2017	2,850,000.00	5,952,000.00	385,718.67	-	9,187,718.67
Additions	-	-	231,410.52	94,032.86	325,443.38
Depreciation expense	-	(211,500.00)	(69,290.47)	-	(280,790.47)
Carrying amount at 30 June 2018	<u>2,850,000.00</u>	<u>5,740,500.00</u>	<u>547,838.72</u>	<u>94,032.86</u>	<u>9,232,371.58</u>

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2018**

	2018 \$	2017 \$
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**Asset Revaluations**

The land and buildings were independently valued at 30 June 2017 by Jardine Lloyd Thompson Pty Ltd. The valuation was prepared in accordance with Australian Accounting Standards, particularly AASB 116 Property Plant & Equipment and AASB 13 Fair Value Measurement.

The fair valuation amount represents the current replacement cost of the buildings and land improvements at 30 June 2018.

**9 Bed Licences**

Bed licences granted by the Department of Social Services do not have a purchase cost but under accounting standard AASB 138 "Intangible Assets" not-for-profit entities were allowed to use the fair value of licence as the deemed cost of the asset.

In 2008 the bed licences were deemed to have a cost of \$1,200,000. They were recognised in the financial statements in accordance with AASB 1 "First-time Adoption of Australian Equivalents to International Financial Reporting Standards".

However, due to the proposed deregulation of bed licences resulting from the Living Longer Living Better reforms and Productivity Commission recommendations, the valuation criteria for bed licences will change. Accordingly, the accounting policy in relation to treating bed licences as an intangible asset has been changed to enhance the relevance and reliability of these financial statements and the financial position of the company.

Therefore, in accordance with the treatment as prescribed in AASB 108 "Accounting Policies, Changes in Estimates and Errors" and with particular reference to AASB 108.22 the company has retrospectively disclosed the change in accounting policy by restating the prior periods and the opening balances as follows:

	Balance as per 2017 Financial Statements	Balance as per 2017 Restated Comparatives
Intangible Assets - Bed Licences	1,200,000.00	-
Equity Brought Forward	3,957,334.32	2,757,334.32

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2018**

	2018 \$	2017 \$
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**10 Trade and Other Payables**

**Current**

Trade Creditors	72,736.50	80,132.69
Accommodation Bonds	2,165,665.28	3,171,516.72
Refundable Accommodation Deposits	5,900,588.44	3,655,000.46
Provision for Annual Leave	185,197.38	181,166.55
	<u>8,324,187.60</u>	<u>7,087,816.42</u>

Trade and other payables are unsecured, non interest bearing and are normally settled within 30 days. The carrying value of trade and other payables is considered a reasonable approximation of fair value due to the short term nature of the balances.

**11 Provisions**

Provision for Long Service Leave - Current	54,864.15	33,622.37
Provision for Long Service Leave - Non-Current	66,302.57	76,595.54
<b>Total provisions</b>	<u>121,166.72</u>	<u>110,217.91</u>

**Analysis of Total Provisions**

Current	54,864.15	33,622.37
Non-current	66,302.57	76,595.54
	<u>121,166.72</u>	<u>110,217.91</u>

**12 Other Liabilities**

**Current**

Accrued Charges	-	105,209.00
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**13 Reserves**

The details of reserves are as follows:

**Land & Buildings:**

Balance at the beginning of the financial year	4,744,165.60	4,180,368.12
Current year revaluation of land & buildings	(123,693.84)	563,797.48
Balance at the end of the financial year	<u>4,620,471.76</u>	<u>4,744,165.60</u>



**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

	2018 \$	2017 \$
<b>14 Retained Earnings</b>		
Retained earnings at the beginning of the financial year	2,757,334.32	2,377,669.00
(Net loss) Net profit attributable to members of the company	<u>(98,112.62)</u>	<u>379,665.32</u>
Retained earnings at the end of the financial year	<u><u>2,659,221.70</u></u>	<u><u>2,757,334.32</u></u>

**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
ABN 14 135 898 421

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

	2018 \$	2017 \$
<b>15 Capital and Leasing Commitments</b>		
<b>Operating Lease Commitments</b>		
Non-cancellable operating leases contracted for but not capitalised in the financial statements:		
Payable - minimum lease payments		
Not later than 12 months	7,164.00	7,164.00
Between 12 months and five years	<u>6,567.00</u>	<u>13,731.00</u>
	<u><u>13,731.00</u></u>	<u><u>20,895.00</u></u>

**16 Events After the Reporting Period**

There has been no matter or circumstance, which has arisen since 30 June 2018 that has significantly affected or may significantly affect:

- (a) the operations, in financial years subsequent to 30 June 2018, of the company, or
- (b) the results of those operations, or
- (c) the state of affairs, in the financial years subsequent to 30 June 2018, of the company.

**17 Key Management Personnel**

<b>Short-term employee benefits</b>		
Short-term employee benefits	178,208.51	114,527.96
<b>Total compensation</b>	<u><u>178,208.51</u></u>	<u><u>114,527.96</u></u>

**18 Members' Guarantee**

The company is incorporated under the Corporations Act 2001 and is a company limited by guarantee. If the company is wound up, the Constitution states that each member is required to contribute a maximum of \$10 each towards meeting any outstanding debts and obligations of the company. At 30 June 2018 the number of members was 10.

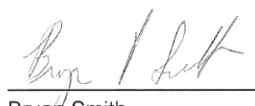
**FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**ABN 14 135 898 421**

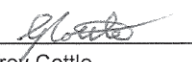
**DIRECTORS' DECLARATION**

The directors of the company declare that:

1. The financial statements and notes are in accordance with the Australian Charities and Not-for-profits Commission Act 2012, and:
  - (a) comply with Australian Accounting Standards - Reduced Disclosure Requirements and the Australian Charities and Not-for-profits Commission Regulations 2013; and
  - (b) give a true and fair view of the financial position as at 30 June 2018 and performance of the company for the year ended on that date.
2. In the directors' opinion, there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

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

Director:   
Bryan Smith

Director:   
Geoffrey Cottle

Dated this 25<sup>th</sup> day of October 2018

**INDEPENDENT AUDITOR'S REPORT**  
**TO THE MEMBERS OF FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED**  
**A.B.N. 14 135 898 421**

**Report on the Financial Report**

**Auditors' Opinion**

We have audited the financial report of Fitzgerald Memorial Aged Care Facility Limited, which comprises the statement of financial position as at 30 June 2018 and the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory information and the directors' declaration.

In our opinion, the financial report of Fitzgerald Memorial Aged Care Facility Limited is in accordance with the Australian Charities and Not-for-profits Commission 2012, including:

- (i) giving a true and fair view of the company's financial position as at 30 June 2018 and of its performance for the year ended on that date; and
- (ii) complying with Australian Accounting Standards – Reduced Disclosure Requirements and the Australian Charities and Not-for-profits Commission 2012;

**Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards – Reduced Disclosure Requirements. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the company in accordance with the auditor independence requirements of the Corporations Act 2001 and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

**Other Information**

The directors are responsible for the other information. The other information comprises the information included in the company's annual report for the year ended 30 June 2018, but does not include the financial report and our auditor's report thereon.

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

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

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

**Responsibilities of the Directors for the Financial Report**

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



**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF FITZGERALD MEMORIAL AGED CARE FACILITY LIMITED  
A.B.N. 14 135 898 421**

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

**Auditor's Responsibilities for the Audit of the Financial Report**

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

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor's report.

**Name of Firm:** LAMB LOWE & PARTNERS  
Chartered Accountants

**Name of Partner:** C. W. Lamb  
MR C W LAMB

**Address:** 130 FRANCIS STREET, RICHMOND NSW 2753

**Dated this** 25<sup>th</sup> **day of October 2018**

Extract Only. Full report available on the Department website:



Australian Government  
Australian Aged Care Quality Agency

**Re-accreditation Audit  
Fitzgerald Memorial Aged Care Facility Limited RACS ID: 0383  
Approved Provider: Fitzgerald Memorial Aged Care Facility Limited**

Re-accreditation Decision - made under the Quality Agency Principles 2013.	
Decision made on	25 June 2018
Decision made by	Mary Butcher Senior quality surveyor Authorised under the Quality Agency Principles 2013 to make the decision
Decision	To re-accredit
Period of accreditation	08 August 2018 to 08 August 2021
Number of expected outcomes met	44 out of 44
Next application due	14 February 2021

Reasons for decision
<p><b>Summary</b></p> <p>I have decided to re-accredit the home for three years as the home meets the Accreditation Standards and the home has satisfied me that it will undertake continuous improvement.</p> <p><b>Performance against the Accreditation Standards and compliance with other responsibilities under the Act</b></p> <p>I find the home meets 44 expected outcomes.</p> <p><b>Continuous improvement</b></p> <p>I am satisfied the home will undertake continuous improvement based on the information in the audit assessment information about 1.1, 2.1, 3.1 and 4.1 Continuous improvement.</p>

*Mary Butcher*

Mary Butcher  
Senior quality surveyor

## 1.6 Human resource management

This expected outcome requires that "there are appropriately skilled and qualified staff sufficient to ensure that services are delivered in accordance with these standards and the residential care service's philosophy and objectives".

### Team's findings

The home meets this expected outcome

There are systems and processes to ensure there are sufficient skilled and qualified staff to deliver services that meet the Accreditation Standards and the home's philosophy and objectives. Recruitment, selection and induction processes ensure staff have the required knowledge and skills to deliver services. Staffing levels and skill mix are reviewed in response to changes in care recipients' needs and there are processes to address planned and unplanned leave. The home's monitoring, human resource and feedback processes identify opportunities for improvement in relation to human resource management. Staff are satisfied they have sufficient time to complete their work and meet care recipients' needs. Care recipients/representatives interviewed say they are confident the staff know what they are doing and are satisfied with the quality of care and services provided to the care recipient.

## 2.4 Clinical care

This expected outcome requires that "care recipients receive appropriate clinical care".

### Team's findings

The home meets this expected outcome

The home has mechanisms to ensure care recipients receive clinical care that is appropriate to their needs and preferences. Care needs are identified on entry and on an ongoing basis through a review and transfer of information, consultation with the care recipient and/or their representative and assessment processes. Individualised care plans are developed by registered nurses and reviewed regularly. There are processes to ensure staff have access to current information to inform care delivery including care plans, progress notes and handovers. Care recipients' clinical care needs are monitored, evaluated and reassessed through incident analysis, reviews and feedback. The home regularly reviews and evaluates the effectiveness of the clinical care system and tools used. Changes in care needs are identified and documented; where appropriate, referrals are made to medical officers or health professionals. Staff said they have sufficient time to provide care and have an understanding of care recipients' clinical care needs. Care recipients/representatives interviewed are very satisfied with the clinical care being provided to the care recipient.

## Standard 3 - Care recipient lifestyle

- As part of the renovation of the home in 2017 a café was installed for the use of care recipients and their guests. It provides a focal point for families and enables the care recipients to provide hospitality for their visitors. The café also provides access to the outdoor area and garden which offers further opportunities care recipients to sit with their guests. In addition, a vending machine which dispenses snacks was installed for the use of care recipients, staff and visitors. These facilities are being well used and there has been very positive feedback from care recipients, families and other visitors.

- The activities staff recognised the monthly activities program was not easy for all the care recipients to understand. To address this, a new whiteboard has been installed to show the activities program for the day. It is centrally located and with only the activities of the day it is easier to understand. There has been positive feedback from the care recipients.
- Previously the activities staff completed any administration in the clinical office removed from the care recipients. To help the activities staff be more accessible and available to the care recipients a new computer station was installed in the activities room. They are now able to complete their tasks without leaving the communal area. This computer station is also available for care recipients to use and has access to the internet.

## 3.4 Emotional support

This expected outcome requires that "each care recipient receives support in adjusting to life in the new environment and on an ongoing basis".

### Team's findings

The home meets this expected outcome

Care recipients' emotional needs are identified on entry and on an ongoing basis. Processes to assist care recipients include the provision of information prior to entering the home, support during the settling in period, involvement of family and significant others and a lifestyle plan that meets care recipient needs and preferences. Emotional support is provided to care recipients on an ongoing basis based on their identified need; concerns relating to emotional health are referred to appropriate support services. The home's monitoring processes, including feedback and care reviews, identify opportunities for improvement in relation to the emotional support provided. Staff were observed to show warmth, respect, empathy and understanding in their interactions with care recipients. Care recipients/representatives interviewed are satisfied with the way they are assisted to adjust to life at the home and the ongoing support they receive.

## 4.4 Living environment

This expected outcome requires that "management of the residential care service is actively working to provide a safe and comfortable environment consistent with care recipients' care needs".

### Team's findings

The home meets this expected outcome

The home's environment reflects the safety and comfort needs of care recipients, including comfortable temperatures, noise and light levels, sufficient and appropriate furniture and safe, easy access to internal and external areas. Rooms are personalised with items from care recipients' homes and are fitted with a blue-tooth call system and secure storage areas. Care recipients are accommodated in single ensuite rooms. Environmental strategies are employed to minimise care recipient restraint. The safety and comfort of the living environment is assessed and monitored through feedback from meetings, surveys, incident and hazard reporting, audits and inspections. There are appropriate preventative and routine maintenance programs for buildings, furniture, equipment and fittings. Care recipients and representatives interviewed are very satisfied the living environment is safe and comfortable.



# Aged Care Financial Report (ACFR)

## My Submission:

The 2017-18 Aged Care Financial Report collects information about:

- Financial information and activities of the approved provider
- Refundable deposits, accommodation bonds and entry contributions held by approved providers.
- Approved provider compliance with the four Prudential Standards
- Approved provider compliance with the requirements of the Aged Care Act 1997 (the Act) and the Fees and Payments Principles 2014 (No.2) in relation to charging, managing and refunding accommodation bonds and refundable deposits and, where applicable, entry contributions
- Investment and Building Activity

# Annual Prudential Compliance Statement

At any stage during your financial year did you hold one or more refundable deposit, bond or entry contribution balances? <i>If you answered 'NO', you have completed all that is required for the Annual Prudential Compliance Statement (APCS).</i>	Yes
Total value of refundable deposits and bond payments received in 2017-18	\$4,330,000.00
Total amount deducted from all refundable deposit and bond balances in 2017-18	\$35,415.00

## Compliance with Prudential Standards

### Compliance with the Liquidity Standard

Did you comply with all requirements of the Liquidity Standard for the full financial year?	Yes
<i>If you answered 'NO' you must submit a separate statement explaining why you have not complied with the standard</i> ° Reason:	
What was the last date your Liquidity Management Strategy was reviewed, updated or replaced	26/07/2018
What is the minimum liquidity level identified in your Liquidity Management Strategy for the next 12 months?	\$528,527.00

### Compliance with the Records Standard

Did you comply with all requirements of the Records Standard for the full financial year?	Yes
<i>If you answered 'NO' you must submit a separate statement explaining why you did not comply</i> ° Reason:	

### Compliance with the Governance Standard

Did you comply with all requirements of the Governance Standard for the full financial year?	Yes
<i>If you answered 'NO' you must submit a separate statement explaining why you did not comply</i> ° Reason:	

### Compliance with the Disclosure Standard

Did you comply with all requirements of the Disclosure Standard for the full financial year?	Yes
<i>If you answered 'NO' you must submit a separate statement explaining:</i> <ul style="list-style-type: none"><li>• the total number of occasions on which you did not comply with the Standard;</li><li>• the reasons or reasons for your failure to comply with the Standard; and</li><li>• in respect of each reason provided - the total number of occasions of non-compliance attributable to the reason.</li></ul> ° Reason:	



## Compliance with Refundable Accommodation Payments

### Compliance with rules around charging refundable deposits

Was there any period during the financial year when you were not permitted to charge Refundable Deposits and/or Bonds for one or more of the services operated by you?	No
<p><i>If you answered 'YES' you must submit a separate statement explaining:</i></p> <ul style="list-style-type: none"> <li>• the period or periods during which you were not permitted to charge a Refundable Deposit and/or Bond</li> <li>• the aged care service in respect of which each period specified applies</li> </ul> <p>° Statement:</p>	

### Compliance with rules around charging bonds

For each <b>Bond</b> entered into, did you enter into a <b>Bond</b> agreement with the care recipient before, or within 21 days after the care recipient entered into the service as required under the Transitional Act?	N/A
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### Compliance with rules around Accommodation Payments

For each accommodation payment (refundable deposit or daily payment) charged, did you make publicly available the required pricing and descriptive information about rooms in your services including, but not limited to, key accommodation features, extra service fees, and pricing of the maximum accommodation payment amount as a refundable deposit amount, equivalent daily accommodation payment and as a combination payment, by:	Yes
<p><i>If you answered 'NO' you must submit a separate statement with details:</i></p> <ul style="list-style-type: none"> <li>• What dates did you not comply with this rule i.e. My Aged Care Website, written material for prospective residents, and/or Approved Provider website</li> <li>• The reason or reasons for failure to comply with this rule</li> <li>• What processes are now in place to ensure future compliance</li> </ul> <p>° Statement:</p>	
For each accommodation agreement entered into, did you ensure that the accommodation price was published at the time the agreement was entered into and was not more than the amount published at the time the agreement was entered into?	Yes
<p><i>If you have answered 'NO' you must submit a separate statement with details:</i></p> <ul style="list-style-type: none"> <li>• How many accommodation agreements did you enter into that did not comply with this rule</li> <li>• The reason(s) for failure to comply with this rule</li> <li>• What processes are now in place to ensure future compliance</li> </ul> <p>° Statement:</p>	
For each accommodation agreement entered on or after 1 July 2016, did you comply with Division 1 of Part 4 of the Principles - accommodation agreements?	Yes
For each accommodation agreement entered into, was the maximum amount agreed in writing before the care recipient entered the service as required under the Act?	Yes
Did you enter into an accommodation agreement with each care recipient who first entered care on or after 1 July 2014, before or within 28 days, after the person entered your service?	Yes

## Compliance with the Provision of Other Care and Service Fees

During the current financial year did you enter into an agreement where you charged (or intended to charge) additional fees for activities or services that:	No
<ul style="list-style-type: none"> <li>• do not or did not provide a direct benefit to the care recipient; or</li> <li>• the care recipient was not able to make use of; or</li> <li>• were part of the normal operation of an aged care home and fall within the scope of specified care and services.</li> </ul> <p><i>If you answered 'YES' you must submit a separate statement explaining:</i></p> <ul style="list-style-type: none"> <li>• The total value of each such fee received during the financial year</li> <li>• The reason for charging or the intended use of these fees or charges</li> <li>• What steps have you taken or are taking to refund these fees or charges</li> <li>• What processes are now in place to ensure future compliance</li> </ul> <p>° Statement:</p>	

## Compliance with Refunding Responsibilities

### Refund of refundable lump sum balances

During 2017-18 did you refund all refundable deposit and accommodation bond balances in accordance with section 52P-1 of the Act?	Yes
<p>If you answered 'NO' you must submit a separate statement with the following details for each instance:</p> <ul style="list-style-type: none"> <li>the total number of refundable deposit balances and/or accommodation bond balances that were not refunded in accordance with subsection 52P 1(4) of the Act;</li> <li>Client Number</li> <li>Care Recipient name</li> <li>Reason for refund i.e. death, transfer or left service</li> <li>Date refund was due</li> <li>Date of refund</li> <li>The reason or reasons for non-compliance</li> <li>in respect of each reason provided - the total number of instances of delay attributable to the reason</li> <li>When was the noted non-compliance(s) remedied</li> <li>What processes are in place to ensure future compliance</li> </ul> <p>° Statement:</p>	
For each Refundable Deposit and Bond balance that was refunded during 2017-18, was the correct amount of interest paid at the time and to the care recipient required by section 52P-3 of the Act?	Yes
<p>If you answered 'NO' you must submit a separate statement with the following details for each instance:</p> <ul style="list-style-type: none"> <li>Client Number</li> <li>Care Recipient name</li> <li>Reason for refund i.e. death, transfer or left service</li> <li>Date refund was due</li> <li>Date of refund</li> <li>The reason or reasons for non-compliance</li> <li>When was the noted non-compliance(s) remedied</li> <li>What processes are in place to ensure future compliance</li> </ul> <p>° Statement:</p>	

### Refund of entry contribution balances

During 2017-18 did you refund all Entry Contribution (EC) balances that became payable in accordance with each formal agreement with each care recipient?	N/A
<p>If you answered 'NO' you must submit a separate statement with the following details:</p> <ul style="list-style-type: none"> <li>Client Number</li> <li>Care Recipient name</li> <li>Reason for refund i.e. death, transfer or left service</li> <li>Date refund was due</li> <li>Date of refund</li> <li>the rate of maximum permissible interest rate paid in the time and to the person required by section 52P-3 of the Act</li> <li>The reason or reasons for non-compliance</li> <li>The total number of instances of delay attributable to the reason</li> <li>When was the noted non-compliance(s) remedied</li> <li>What processes are in place to ensure future compliance</li> </ul> <p>° Statement:</p>	
For each entry contribution balance that was refunded after the last day for it to be refunded under the formal agreement, was the correct amount of interest paid in the time and to the person required by section 57-21B of the Aged Care (Transitional Provisions) Act 1997?	N/A
<p>If you answered 'NO' you must submit a separate statement with the following details:</p> <ul style="list-style-type: none"> <li>Client Number</li> <li>Care Recipient name</li> <li>Reason for refund i.e. death, transfer or left service</li> <li>Date refund was due</li> <li>Date of refund</li> <li>The reason or reasons for failure to comply</li> <li>When was the noted non-compliance(s) remedied</li> <li>What processes are in place to ensure future compliance</li> </ul> <p>° Statement:</p>	

## Compliance with Permitted Uses for Accommodation Payments

### Permitted Uses for Refundable Deposits and Bonds

During the financial year did you use all Refundable Deposits and Bonds only for uses that are permitted under the Act?	Yes
<p>If you answered 'NO' please submit a separate statement explaining:</p> <ul style="list-style-type: none"> <li>Each non-permitted use</li> <li>The amount expended on each non-permitted use</li> <li>The reason you failed to comply with permitted use requirements</li> <li>What processes are in place to ensure future compliance</li> </ul> <p>° Reason:</p>	

### On which permitted uses did you expend Refundable Deposits and/or Bonds?

Refunding of refundable deposits, bonds or entry contributions	✓
--	---

### Capital Expenditure

- To acquire land on which are, or are to be built, the premises needed for providing residential or flexible care.	
- To acquire, erect, extend or significantly alter premises used or proposed to be used for providing residential or flexible care.	✓
- To acquire or install furniture, fittings or equipment used or proposed to be used for providing residential or flexible care when the premises are initially erected or following an extension, significant alteration or significant refurbishment.	✓
- Expenditure directly attributable to the capital expenditure listed above.	✓

### Invested in financial products (within the meaning of section 764A of the Corporations Act)

- Deposit-taking facilities made available by an authorised deposit-taking institution (ADI) (e.g. bank accounts, building societies, credit unions) in the course of its banking business.	
- Debentures, stocks or bonds issued by the Commonwealth, States or Territories	
- Securities	
- Registered managed investment schemes	
- Unregistered managed investment schemes established for residential or flexible aged care	
- Invested in a Religious Charitable Development Fund (RCDF)	

### Made loans for

- Capital expenditure	
- Investment in financial products	
- Refunding of refundable deposit, bond or entry contribution balances	
- Repaying debt accrued for the purposes of capital expenditure or refunding of refundable deposits, bond balances or entry contributions.	

### Repaid debt accrued for

- Capital expenditure	
- Refunding of refundable deposit, accommodation bond or entry contribution balances.	
- Reasonable business losses incurred in the first 12 months of service operation by an approved provider	
- Repaid debt accrued before 1 October 2011 for the purposes of providing aged care to care recipients	

**Expenditure during the financial year (from any source of funding)**

Expenditure during the financial year on uses for which refundable deposits, bonds or entry contributions would be permitted (from any source of funding)

Refunding of refundable deposit, bond or entry contribution balances.	\$2,248,435.00
Capital expenditure as defined by 52N-1(2) (a) of the Act.	\$449,137.00
Increase (decrease) between 1 July 2017 and 30 June 2018 in deposits with authorised deposit-taking institutions as defined by section 52N-1(3)(a) of the Act.	(\$183,023.00)
Other financial products listed in 52N-1(3)(b) to (e) of the Act and section 64(1) to (2) of the Fees and Payments Principles.	\$0.00
Investment in Religious Charitable Development Funds as outlined in Section 63(c) of the Fees and Payments Principles.	\$0.00
Loans that meet the criteria in 52N-1(2)(c) of the Act or section 62(b) of the Fees and Payments Principles.	\$0.00
Reasonable business losses in the first 12 months of service operation by an approved provider.	\$0.00
To repay debt accrued for the purposes of capital expenditure of a kind specified in the Fees and Payments Principles.	\$0.00
Repaid debt accrued before 1 October 2011 that was accrued for the purposes of providing aged care to care recipients.	\$0.00

**Amount returned from financial investments made after 1 October 2011 (from any funding source)**

If you invested in permitted financial products other than a deposit taking institution made available by an ADI in the course of its banking business (e.g. if you invested in securities) after 1 October 2011 and later sold, disposed or redeemed those investments (whether or not the money for the investments came from refundable deposits, accommodation bonds or entry contributions). What was the amount received from the sale, disposal or redemption?	0
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← **Refundable Deposits, bonds and entry contribution balances held at 30/06/2018**

**Refundable Deposit, Bond and Entry Contribution Balances**

*If a service operated by you on the last day of your financial year has been omitted from the list or if a listed service was not your responsibility on the last day of your financial year, please email [health@formsadministration.com.au](mailto:health@formsadministration.com.au)*

ID:	Service Name:	<u>Refundable Lump Sum Balances</u>		<u>Entry Contribution Balances</u>	
		Total number of Refundable Deposit & Bond balances held at 30/06/18	Total value of Refundable Deposit & Bond balances held at 30/06/18	Total number of entry contribution balances held at 30/06/18	Total value of entry contribution balances held at 30/06/18
399	Fitzgerald Memorial Aged Care Facility Limited	29	\$7,666,253.00	0	\$0.00



## Survey of Aged Care Homes 2017-18

### Accommodation Payments and Contributions (Part B)

#### Daily Accommodation Payments (DAPs) and Contributions (DACs) and Accommodation Payments:

B1. What was the total value of daily accommodation payments (DAPs & DACs) received from residents that entered care post 1 July 2014 of this service in the year ending 30 June 2018?	\$183,333.00
B2. What was the total value of daily accommodation charges received from residents that entered care pre 1 July 2014 of this service in the year ending 30 June 2018?	\$0.00

#### Refundable Accommodation Deposits, Refundable Accommodation Contributions, Accommodation Bonds & Entry Contributions:

B3. What was the total value of lump sum RAD, RAC, bond and entry contribution balances held at close of business on 30 June 2017?	\$5,619,622.00
B4. What was the total value of lump sum RADs and RACs received between 1 July 2017 and 30 June 2018?	\$4,330,000.00
B5. What was the total value of lump sum RAD, RAC, bond and entry contribution balances refunded for residents who left the service between 1 July 2017 and 30 June 2018?	\$2,248,435.00
B6. What was the total value of any DAPs, DACs and retention amounts (for bonds only) deducted from RADs, RACs and bonds between 1 July 2017 and 30 June 2018?	\$34,934.00
B7. What was the total value of other amounts deducted from RADs, RACs and bonds between 1 July 2017 and 30 June 2018?	\$0.00
B8. What was the total value of RAD, RAC, bond and entry contribution balances held at close of business on 30 June 2018?	\$7,666,253.00



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### INDEPENDENT AUDITOR'S REPORT

To the Directors of Fitzgerald Memorial Aged Care Facility Limited and the Secretary of the Department of Health.

#### **Report on Fitzgerald Memorial Aged Care Facility Limited's compliance with the *Aged Care Act 1997* and the *Fees and Payments Principles 2014 (No.2)*.**

We have audited the compliance of Fitzgerald Memorial Aged Care Facility Limited with the requirements of Part 5 of the *Fees and Payments Principles 2014 (No.2)* (Fees and Payments Principles) for the period 1 July 2017 to 30 June 2018.

#### **Opinion**

In our opinion, Fitzgerald Memorial Aged Care Facility Limited has complied, in all material respects, with the requirements of Part 5 of the *Fees and Payments Principles 2014 (No.2)* for the period 1 July 2017 to 30 June 2018.

#### **Report on Other Legal and Regulatory Requirements**

In accordance with the requirements of the Guide to the Audit of the Approved Provider's Compliance with the Prudential Requirements (the Guide), we are required to report all instances of non-compliance with the requirements of the Act and the Fees and Payments Principles by Fitzgerald Memorial Aged Care Facility Limited that came to our attention during the course of our audit.

Our audit has not identified any instances of non-compliance with the requirements of the Act and the Fees and Payments Principles by Fitzgerald Memorial Aged Care Facility Limited.

#### **Directors' Responsibility**

The directors of Fitzgerald Memorial Aged Care Facility Limited are responsible for compliance with the Act and the Fees and Payments Principles and for such internal controls as the directors determine is necessary for compliance with the Act and the Fees and Payments Principles. The responsibilities of the directors include requirements under the Act and the Fees and Payments Principles for the preparation and presentation of the Annual Prudential Compliance Statement (APCS) and compliance with the Prudential Standards contained within the Fees and Payments Principles.

#### **Auditor's Responsibility**

Our responsibility is to form and express an opinion on Fitzgerald Memorial Aged Care Facility Limited's compliance, in all material respects, with the prudential requirements of the Act and the Fees and Payments Principles.

Liability limited by a scheme approved under Professional Standards Legislation



Our audit has been conducted in accordance with the applicable Standards on Assurance Engagements (ASAE 3100 *Compliance Engagements*), issued by the Auditing and Assurance Standards Board and with the requirements of the Department of Social Services as set out in the Guide. Our audit has been conducted to provide reasonable assurance that the Fitzgerald Memorial Aged Care Facility Limited has complied with the requirements of the Fees and Payments Principles. ASAE 3100 requires that we comply with relevant ethical requirements.

Audit procedures selected depend on the auditor's judgement. The auditor designs procedures that are appropriate in the circumstances and incorporate the audit scope requirements set out in the Guide. The audit procedures have been undertaken to form an opinion on compliance of Fitzgerald Memorial Aged Care Facility Limited with Part 5 of the Fees and Payments Principles. Audit procedures include obtaining evidence relating to refundable deposits, accommodation bonds and entry contributions held; refunds of refundable deposits, accommodation bond balances and entry contributions; limits on charging refundable deposits, accommodation bonds; compliance with the Prudential Standards relating to liquidity, records, governance and disclosure; and use of refundable deposits and accommodation bonds.

#### Use of Report and Restriction on Distribution

This auditor's report has been prepared for the directors of Fitzgerald Memorial Aged Care Facility Limited and the Secretary of the Department of Social Services for the purpose of fulfilling the requirements of the Disclosure Standard. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the directors and the Secretary of the Department of Social Services, or for any purpose other than that for which it was prepared. Our report is intended for the directors of Fitzgerald Memorial Aged Care Facility Limited and the Secretary of the Department of Social Services and should not be distributed to other parties.

#### Inherent Limitations

Because of the inherent limitations of any compliance procedures, it is possible that fraud, error or non-compliance may occur and not be detected. An audit is not designed to detect all instances of non-compliance with the requirements of the Act and Fees and Payments Principles, as the audit procedures are not performed continuously throughout the year and are undertaken on a test basis.

The auditor's opinion expressed in this report has been formed on the above basis.

*C. W. Lamb*

**C. W. Lamb**

Partner

Auditor's Registration

Number: 3997

**Lamb Lowe & Partners**

130 Francis Street, Richmond

NSW 2753

31st October, 2018

Liability limited by a scheme approved under Professional Standards Legislation



## Testimonials

"We would have to say that everyone at Fitzgerald has displayed a welcoming loving, kind and caring spirit. Along with that we've witnessed a warm, happy atmosphere and it's all been demonstrated within such a lovely bright and clean facility"

*Stewart and Cheryllyn Mansley*

FAMILY MEMBER

"Thank you for the care and kindness shown to me, making my stay in respite pleasurable. Each and every one helped to brighten each day with encouragement and a smile. I appreciate you all."

*Pauline Andrews*

RESPITE RESIDENT

"Thank you so much for making every day at work for the past four years feel like home. I've learnt so much from all of you."

*Dolly Phiri*

PAST EMPLOYEE

"Thank you for your caring and kind assistance on Monday evening when I was involved in a motorbike accident in front of your facility. Thank you for making me comfortable until an ambulance arrived."

*Mark Skogrold*

COMMUNITY MEMBER

"I am writing to you to commend an establishment that you have in your district. Recently there has been numerous articles published and many telecasts as to the declining state of age care and the nursing homes that provide this care.

There are never any publications regarding the good stories and the Hawkesbury district is fortunate to have one of the good stories. Fitzgerald Aged Care at Windsor is an outstanding organisation that I have had the pleasure of looking after my mother who suffers from dementia and has been in their care for the past couple of years. Recently my father has had to be admitted to this establishment. This is a stressful time for all concerned however the professional approach from Fitzgerald and staff has made this a seamless arrangement. If there were more nursing home receiving good press, that Fitzgerald so thoroughly deserve, it would assist in setting the standard. Remember our parents look after us for a long time and Fitzgerald you can be assured that your parents are looked after with dignity that they deserve."

*Greg Wilson, Mooolalaba*

FAMILY MEMBER (PUBLISHED HAWKESBURY GAZETTE 30TH MAY 2018)

"We would like to thank you all so much for the wonderful care you took of Val. From the moment she arrived, all of our family were comforted to know she was in such good hands. You are all incredibly kind and caring and it was much appreciated."

*Schofield Family*

FAMILY MEMBERS







*Compassion . Kindness . Respect  
Dignity . Honesty . Integrity*

