



Annual Report

2006—2007



Council on Chiropractic Education Australasia Inc
PO Box 100
ROSEWOOD Q 4340
Tel: 61 7 5467 9736
Fax : 61 7 5464 2076
Email : ccea_inc@bigpond.com.au
Website : www.ccea.com.au
ABN : 19206915328

Table of Contents

1. Status of the Council	4
2. Purpose of the Council	4
3. Objects of the Council	4
4. Membership of the Council.....	4
5. Councillors	5
6. Executive Committee.....	5
7. Operating Committees	5
Accreditation Committee.....	6
Chiropractic Overseas Assessment Committee (COAC)	6
Legal / Constitution Committee.....	6
Standards of Practice Committee.....	7
Communication and Marketing Committee	7
Policy Committee	7
8. Funding of the Council	7
9. Meetings of the Council and its Committees	7
10. Activities of the Council.....	8
11. Activities of the Accreditation Committee	8
12. Activities of the Chiropractic Overseas Assessment Committee (COAC).....	9
13. Activities of the Legal / Constitution Committee	11
14. Activities of the Standards of Practice Committee	11
15. Activities of the Policy Committee	11
16. Representation on the Council on Chiropractic Education International	11
17. Council Staff	11
18. Financial Statements	11

Foreword

The CCEA arose in 2002 due to a variety of necessities, including the need for a single accreditation agency for chiropractic first professional programs. Inherent within this formation was the need to incorporate government, legislative and professional requirements in an Australian format and structure and yet satisfy international equivalencies. A necessary component of CCEA becoming fully and solely operational has involved the transition from its predecessors the ACCE and JEC. Full transfer of responsibilities has indeed occurred and CCEA is now a full member of the international body (CCEI). The CCEA is strongly positioned and resourced to lead chiropractic educational standards and competencies in its region into the future.

Council's purpose and objects revolve predominantly around: 1. The accreditation of first-professional chiropractic programs within the Australasian region and 2. The assessment of suitability of overseas trained chiropractors wishing to practice in Australia.

The Accreditation Committee, chaired by Ms Maria Keys, has had a significant and very busy year with all Australian and New Zealand chiropractic programs to be either inspected or in the process of inspection. This has involved a significant amount of coordination and review. We thank Ms Keys for her tireless and comprehensive effort and leadership.

Activities in relation to the assessment of overseas trained chiropractors have continued with competency assessments conducted at Macquarie and RMIT Universities. This year has focused on continuing to standardise the assessments in both structure and format, not only in the Australian programs, but also with New Zealand due to existing Trans-Tasman legislation.

I'm pleased to announce that Council again has returned a surplus and its finances are in good order. Further details are available in this Annual Report.

Many thanks, gratitude and accolades are to be given to the Councillors, Committees and others who not only make available their valuable time, but who also provide their effort and services on a voluntary basis. I am truly indebted to all of you for this, and also for your support and dedication.

It has indeed been an honour and privilege to have served in this position and to have worked with all involved.

Yours sincerely



Philip Donato, Chairperson CCEA

1. Status of the Council

The Council on Chiropractic Education Australasia Inc (the "Council") is a legal entity that was incorporated in South Australia in February 2002. The Council officially commenced operation on 25th August 2002 with the holding of its Inaugural Meeting in Hobart, Tasmania.

The Council was formed to encompass the roles and operations of two separate accreditation bodies within Australia and New Zealand, namely the Australasian Council on Chiropractic Education, which is in the process of transitioning activities to the Council due to the Council receiving international recognition with the Council on Chiropractic Education International and the Joint Education Committee of Participating Registration Boards, which formally ceased its operations on 31 October 2002.

2. Purpose of the Council

The Council shall advise and make recommendations relating to chiropractic accreditation, standards of education and practice.

3. Objects of the Council

The Objects of the Council are as follows:

- Assess and accredit chiropractic undergraduate and postgraduate courses;
- Advise and make recommendations regarding statutory accreditation, approval or prescription;
- Develop, advocate and maintain valid and reliable accreditation standards and processes to assess the suitability and quality of chiropractic programs and to judge the success of provider institutions in ongoing development, implementation and evaluation of those course goals and outcomes;
- Develop and conduct evaluations in relation to the suitability of overseas trained chiropractors for migration and practise in Australia;
- Develop and conduct competency assessments on behalf of Members and advise on the suitability of chiropractors, referred for assessment, to practise in Australasia;
- Advise and make recommendations in relation to chiropractic education and uniform approaches to Standards of Practice and regulation of chiropractors in Australasia;
- Establish and maintain relationships with bodies or organisations in other countries having objects and functions, in whole or in part, similar to the objects and functions of the Council; and
- Ensure that the Council achieves its purpose and objects.

4. Membership of the Council

The Council currently consists of the following Members:

- The Chiropractors and Osteopaths Board of the Australian Capital Territory;
- The Chiropractors Registration Board of New South Wales;
- The Chiropractic Board of New Zealand;
- The Chiropractors and Osteopaths Board of the Northern Territory;
- The Chiropractors Board of Queensland;
- The Chiropractors Board of South Australia;
- The Chiropractors and Osteopaths Board of Tasmania;
- The Chiropractors Registration Board of Victoria;
- The Chiropractors Board of Western Australia;

- The Chiropractors Association of Australia; and
- The New Zealand Chiropractic Association;
- Two representatives of Australian and New Zealand chiropractic teaching institutions;
- Two persons who have an interest and expertise in chiropractic.

5. Councillors

Each Member has a nominated Councillor to represent it on the Council. The Term of Office of Councillors is at the discretion of their relevant nominating Member, however, where a Councillor is a representative of the chiropractic teaching institutions or a layperson, the Term of Office is for three years. Such Councillors may be re-appointed.

Councillors as at 30 June 2007 are as follows:

- Dr Phillip Donato, Chairperson (South Australia);
- Professor Peter Drake, Deputy Chairperson (Public Representative);
- Dr Peter Cowie (Chiropractors Registration Board of New South Wales);
- Dr Stephen Crean (Chiropractors and Osteopaths Board of Tasmania);
- Dr Bevan Goodreid (Chiropractors Board of Western Australia);
- Dr Katie Hallworth (Chiropractors and Osteopaths Board of the Northern Territory);
- Dr Ray Hayek (Macquarie University);
- Ms Maria Keys (Public Representative);
- Dr Tom Molyneux (Royal Melbourne Institute of Technology University);
- Dr Gregory Oke (New Zealand Chiropractors Association);
- Dr John Reggars (Chiropractors Registration Board of Victoria);
- Dr Michael Shobbrook (Chiropractors and Osteopaths Board of the Australian Capital Territory);
- Dr Lawrence Tassell (Chiropractors Association of Australia);
- Dr Julian White (New Zealand Chiropractic Board);
- Dr John Worrall (Chiropractors Board of Queensland).

6. Executive Committee

The Executive Committee has been established to ensure the day to day activities of the Council are carried out in a timely manner. The following Councillors hold the stated positions on the Council:

- Dr Phillip Donato (Chairperson);
- Professor Peter Drake (Deputy Chairperson);
- Dr John Worrall (Treasurer);
- Dr Ray Hayek; and
- Dr Julian White.

Ms Maria Keys, as Chairperson of the Accreditation Committee is invited to attend each Executive Meeting and her participation is very welcome.

7. Operating Committees

To ensure that the Council meets its Purpose and Objects, the following Committees have been established:

Accreditation Committee

The Accreditation Committee has been established to oversee all Program Accreditation matters including inspection visits and ongoing monitoring. The Accreditation Committee consists of both Councillors and co-opted representatives who have an expertise in the area of chiropractic.

Current members are as follows:

- Ms Maria Keys (Chairperson);
 - Dr Peter Cowie;
 - Professor Peter Drake;
 - Dr Ray Hayek;
- and co-opted representatives
- Dr Jenny Jamison;
 - Dr Joanne Maire;
 - Dr Tom Molyneux;
 - Dr Greg Oke; and
 - Dr John Sweaney.

Activities undertaken by the Committee can be found in Section 11 of this Report.

Chiropractic Overseas Assessment Committee (COAC)

The Chiropractic Overseas Assessment Committee has been established to assess the suitability of chiropractors for migration to, and eligibility for registration in, Australia. Although the Council has New Zealand representation, the Council can not assess a chiropractor's eligibility to migrate to New Zealand. The COAC consists of both Councillors and co-opted representatives who have an expertise in the area of chiropractic assessment. Current members are as follows:

- Dr Phil Donato (Chairperson);
 - Dr Bevan Goodreid;
 - Dr John Reggars;
 - Dr Lawrence Tassell;
 - Dr Julian White;
 - Executive Officer;
- and co-opted representatives
- Dr Peter Bull; and
 - Mr Peter Martin.

Activities undertaken by the Committee can be found in Section 12 of this Report.

Legal / Constitution Committee

The Legal / Constitution Committee has been established to ensure that Council's operations, including its Constitution and Rules, conform to all relevant laws. Current members are as follows:

- Dr Julian White - Chairperson;
- Ms Maria Keys;
- Dr Lawrence Tassell; and
- Dr John Worrall.

Activities undertaken by the Committee can be found in Section 13 of this Report.

Standards of Practice Committee

The Standards of Practice Committee has been established to provide advice and recommendations in relation to Standards of Practice for Australian and New Zealand chiropractors. Current members are as follows:

- Dr Michael Shobbrook (Chairperson);
- Dr Bevan Goodreid;
- Dr Stephen Crean; and
- Dr Julian White.

Activities undertaken by the Committee can be found in Section 14 of this Report.

Communication and Marketing Committee

The Communication and Marketing Committee has been established to inform Members, the public and overseas counterparts of activities of the Council. Current members are as follows:

- Executive Committee; and
- Executive Officer.

Policy Committee

The Policy Committee has been established to formulate and present to Council for adoption, Policies relevant to its operations. Current members are as follows:

- Dr Michael Shobbrook (Chairperson);
- Dr Katie Hallworth;
- Dr Julian White; and
- Executive Officer.

Activities undertaken by the Committee can be found in Section 14 of this Report.

8. Funding of the Council

The Council receives funding from its Members, as well as limited funding from its responsibility to assess overseas trained chiropractors for migration and eligibility to practise. Funding is based on a formula contained within the Funding Agreement between the Council and its Members.

The Council is a non-profit association, and as such, all funding received is utilised for the Council's Purpose and Objects.

9. Meetings of the Council and its Committees

Council

During the reporting period, the Council held the following meetings:

- September 2006 in Adelaide; and
- April 2006 in Sydney.

Executive Committee

During the reporting period, the Executive Committee met by teleconference on the following occasions:

- December 2006; and
- June 2007.

The Executive Committee also held face to face meetings in conjunction with the above mentioned Council meetings.

Chiropractic Overseas Assessment Committee

During the reporting period, the COAC met by teleconference on the following occasions:

- March 2007; and
- June 2007.

Accreditation Committee

The Accreditation Committee met via teleconference on numerous occasions during the reporting period in relation to its activities as well as regular email communications.

Legal/Constitution Committee

The Legal/Constitution Committee was not required to meet during the reporting period.

Standards of Practice Committee

During the reporting period, the Standards of Practice Committee held one face to face meeting in Canberra and communicated via email regarding the drafting of relevant documentation.

Policy Committee

During the reporting period, the Standards of Practice Committee held one face to face meeting in Canberra and communicated via email regarding the drafting of relevant documentation.

10. Activities of the Council

During the reporting period, the Council and its Committees undertook the following activities:

- standardisation of competency assessments;
- revision of accreditation documentation;
- revision of assessment documentation for overseas trained chiropractors;
- welcomed the Chiropractors Registration Board of New South Wales as a formal member;
- provided submissions to the Committee of Australian Governments and the Australian University Quality Agency;
- continued dialogue with the National Board of Chiropractic Examiners and other overseas agencies regarding the possibility of "off-shore" competency assessments.

11. Activities of the Accreditation Committee

During the reporting period, the Accreditation Committee received applications for assessment from the following institutions:

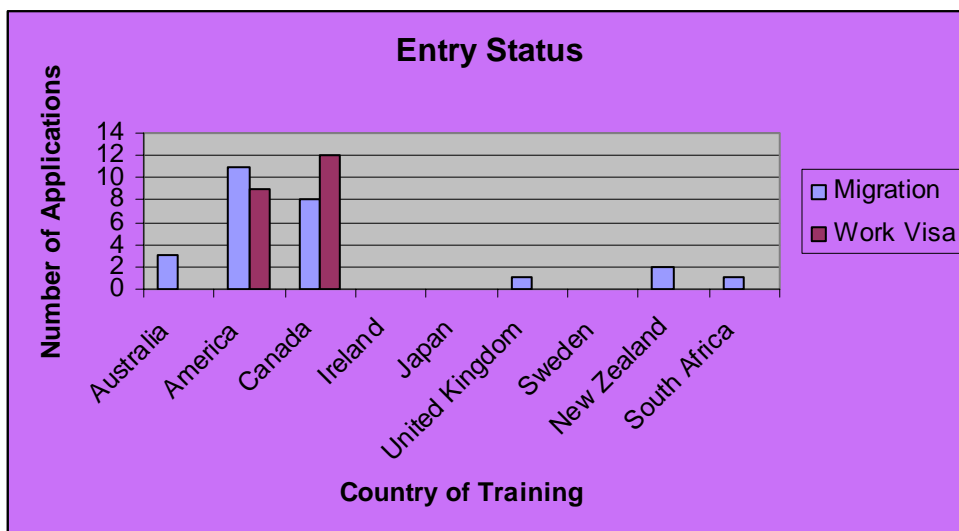
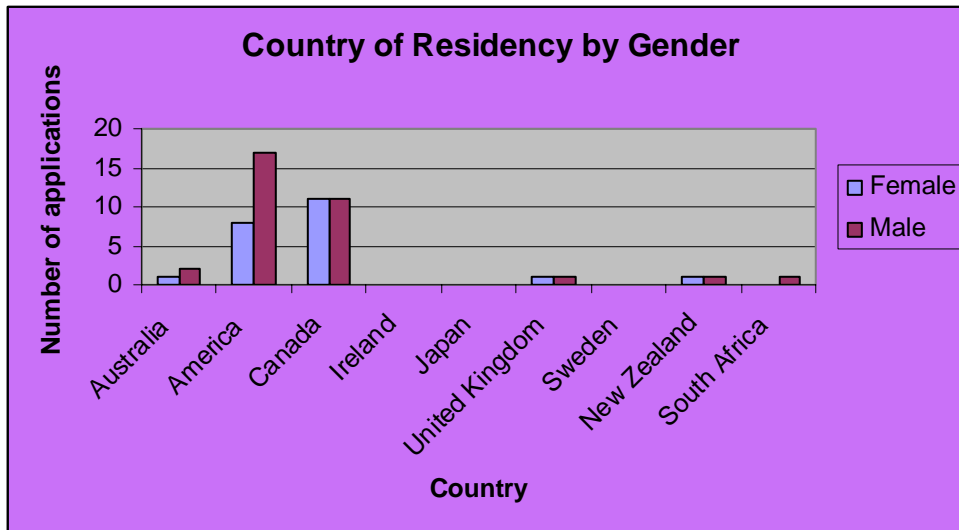
- New Zealand School of Chiropractic.

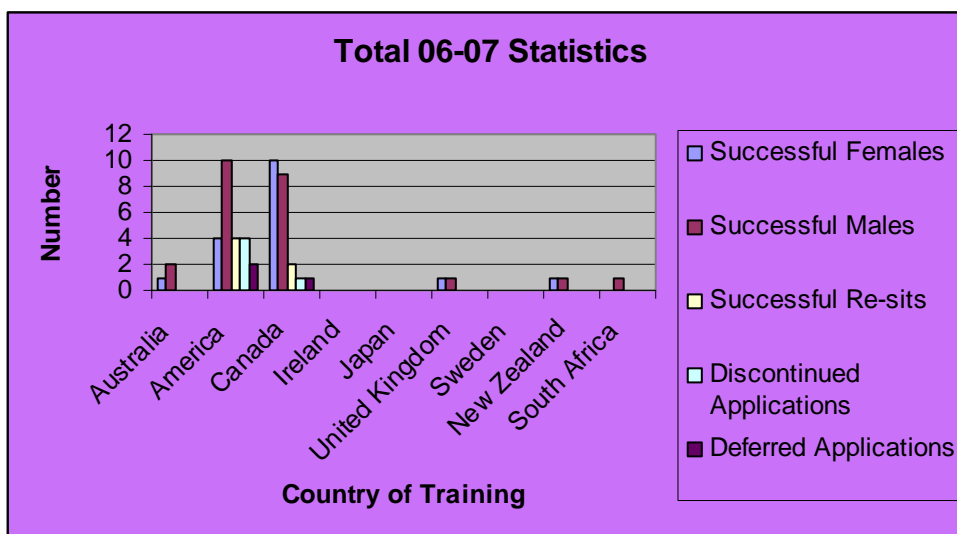
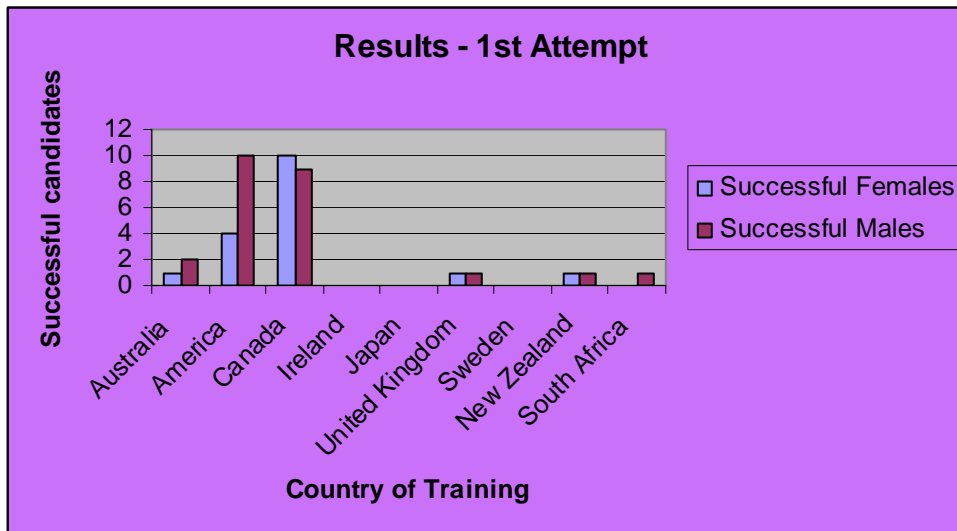
During the reporting period the Accreditation Committee oversaw the following:

- Full inspection of the Royal Melbourne Institute of Technology chiropractic program;
- Full inspection of the Macquarie University chiropractic program;
- Full inspection of the Murdoch University chiropractic program;
- Mini-inspection of the Royal Melbourne Institute of Technology chiropractic program;
- Mini-inspection of the Murdoch University chiropractic program;
- Continual monitoring of the New Zealand School of Chiropractic chiropractic program.

12. Activities of the Chiropractic Overseas Assessment Committee (COAC)

During the reporting period the COAC received 55 applications for assessment. All received applications were approved to proceed to competency based assessment. The following graphs provide a visual record of applications:





Of the 55 applications received, the following statistics apply:

- 35 applicants successfully completed the Competency Based Assessment, 6 of these being unsuccessful at their first attempt;
- 11 applicants held current registration in either Australia or New Zealand and were therefore only required to undertake the Desktop Audit for approval;
- 3 applications were deferred;
- 3 applications were discontinued; and
- 2 applicants failed to turn up for assessment.

The COAC also undertook the following activities during the reporting period:

- held 3 meetings with assessing institutions to standardise the format and content of assessments;
- reviewed and updated its Candidate Guide and Application Forms; and
- continued dialogue with overseas entities to determine the feasibility of CCEA assessments being undertaken off-shore.

13. Activities of the Legal / Constitution Committee

During the reporting period the Legal/Constitution Committee continued to monitor Council's legal and constitutional compliance.

14. Activities of the Standards of Practice Committee

During the reporting period the Standards of Practice Committee finalised a Principles of Practice document which was adopted by the Council.

15. Activities of the Policy Committee

During the reporting period the Policy Committee reviewed all Council Policies and drafted the following new Policies which were considered at Council's March 2007 meeting:

- Honorary Fellowships;
- Payment for accreditation team members.

16. Representation on the Council on Chiropractic Education International

Dr Donato and Professor Drake represented Council at the June 2007 CCEI meeting held in Portugal. During this meeting the following issues were discussed:

- Model Core Standards;
- Relationships with the World Health Organisation and World Federation of Chiropractic;
- Member agency Standards; and
- Mutual recognition of Member accreditations.

At this meeting Professor Drake was elected to Chair the CCEI for the upcoming 2 years. Dr Donato and Professor Drake also participated in CCEI teleconferences during the reporting period.

17. Council Staff

The Council, during the reporting period, utilised the services of one staff member, Mrs Debby Ramsay, who was appointed as the Executive Officer in May 2003. Mrs Ramsay acted as Secretary for the Council during its formation stages and Acting Executive Officer from August 2002 until her appointment in May 2003.

Council's Accreditation Committee utilised the services of Ms Priscilla Todd, Todd Secretariat, to assist with its functions and business.

18. Financial Statements

The Council has again retained the services of Bentleys MRI, Brisbane, as its external Auditors. Following is a copy of the Council's audited financial statements for the reporting period.

FINANCIAL REPORT
OF
COUNCIL ON CHIROPRACTIC EDUCATION
AUSTRALASIA INC.
FOR THE YEAR ENDED 30 JUNE 2007

COUNCIL ON CHIROPRACTIC EDUCATION AUSTRALASIA INC.

**INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 JUNE 2007**

	30 June 2007	30 June 2006
INCOME		
Membership Contributions (BDS)		
Membership Contribution ACT	679	1,258
Membership Contribution NSW	62,196	-
Membership Contribution NT	1,311	1,305
Membership Contribution QLD	15,537	14,997
Membership Contribution SA	7,649	7,238
Membership Contribution TAS	810	838
Membership Contribution VIC	23,878	23,279
Membership Contribution WA	6,324	6,004
Membership Contribution NZ	8,254	7,238
Membership Contributions – Prof		
Membership Contribution CAA/NZCA	16,149	15,543
Examination and Assessment Fees	160,285	101,110
	<hr/>	<hr/>
TOTAL INCOME	303,072	178,810
	<hr/>	<hr/>
LESS EXPENSES INCURRED		
Administrative/Secretarial	24,349	17,035
Cab charge Account	1,296	1,162
Rent	5,000	5,000
Administrative Office Expenses	680	811
Legal Expenses	-	300
Insurance	5,491	3,025
Printing and Stationery	372	600
Postage and Delivery	147	1,063
Telephone	3,389	3,472
Bank fees and charges	348	292
Accommodation and Travel	27,991	25,207
Meeting Expenses	22,543	12,080
Software	595	403
Website Design & Maintenance	423	415
Accounting & Audit Fees	720	680
Grants to Similar Bodies	6,129	6,758
Depreciation expense	1,068	1,197
Examination & Assessment Expense	95,118	55,491
Program Accreditation Expenses		
ACCREDIT_Travel and Accom	20,574	2,927
Per diem Allowance	10,855	-
Accreditation Secretariat	16,042	7,990
Other Accreditation Costs	-	1,100
	<hr/>	<hr/>
TOTAL EXPENSES	243,131	147,008
	<hr/>	<hr/>
NET OPERATING SURPLUS/(DEFICIT)	59,941	31,802
	<hr/>	<hr/>

Note: The above should be read in conjunction with the accompanying notes

COUNCIL ON CHIROPRACTIC EDUCATION AUSTRALASIA INC.

**BALANCE SHEET
AS AT 30 JUNE 2007**

	30 June 2007	30 June 2006
CURRENT ASSETS		
General Cheque Account	108,871	60,856
Trade Debtors	14,778	4,738
Prepaid insurance	2,425	3,134
GST Receivable	4,395	3,133
TOTAL CURRENT ASSETS	<u>130,469</u>	<u>71,861</u>
NON-CURRENT ASSETS		
Office Equipment	4,879	3,585
Computer Software	1,168	1,168
Accumulated depreciation	(4,219)	(3,151)
TOTAL NON-CURRENT ASSETS	<u>1,828</u>	<u>1,602</u>
TOTAL ASSETS	<u>132,297</u>	<u>73,463</u>
CURRENT LIABILITIES		
Trade Creditors	10,254	11,361
TOTAL CURRENT LIABILITIES	<u>10,254</u>	<u>11,361</u>
TOTAL LIABILITIES	<u>10,254</u>	<u>11,361</u>
NET ASSETS	<u>122,043</u>	<u>62,102</u>
EQUITY		
Retained Earnings	62,102	30,300
Operating Surplus/(Deficit) from this financial year	59,941	31,802
TOTAL EQUITY	<u>122,043</u>	<u>62,102</u>

Note: The above should be read in conjunction with the accompanying notes

COUNCIL ON CHIROPRACTIC EDUCATION AUSTRALASIA INC.

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007**

NOTE 1 – STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act South Australia. The committee has determined that the Council is not a reporting entity as defined in Statement of Accounting Concepts 1 “Definition of the Reporting Entity” and therefore there is no requirement to apply accounting standards in the preparation and presentation of these statements.

The financial report has been prepared in accordance with the requirements of the Associations Incorporation Act South Australia and the following Australian Accounting Standards:

AASB 1031	Materiality
AASB 110	Events After Balance Sheet Date

No other Australian Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values, or except where specifically stated, current valuations of non-current assets.

NOTE 2 – TAXATION

Pursuant to Section 50-10 of the *Income Tax Assessment Act 1997*, the Council is exempt from income tax.

NOTE 3 – INCORPORATION

The Council was incorporated under the *Associations Incorporation Act 1985 (SA)* on 27 February 2002.

NOTE 4 – MORTGAGES, CHARGES AND SECURITIES

At 30 June 2007, there were no mortgages, charges or securities of any description affecting the property of the Council.

STATEMENT BY THE COMMITTEE OF MANAGEMENT
COUNCIL ON CHIROPRACTIC EDUCATION AUSTRALASIA INC.

The committee have determined that the Council on Chiropractic Education Australasia Inc. is not a reporting entity.

The committee has determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the financial report as set out on pages 1 to 3:

- (i) Presents fairly the financial position of the Council on Chiropractic Education in Australasia Inc. as at 30 June 2007 and its performance for the year ended on that date;
- (ii) The Balance sheet is drawn up so as to give a true and fair view of the state of affairs of the Council on Chiropractic Education in Australasia Inc. as at 30 June 2007; and
- (iii) At the date of this statement, there are reasonable grounds to believe that the Council will be able to pay its debts as and when they fall due.

Signed in accordance with a resolution of the Committee by:

President

Treasurer

Dated: November 2007

INDEPENDENT AUDIT REPORT

TO THE MEMBERS OF THE COUNCIL ON CHIROPRACTIC EDUCATION AUSTRALASIA INC

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of the Council on Chiropractic Education Australasia Inc ("the association"), which comprises the balance sheet as at 30 June 2007, and the income and expenditure statement, a summary of significant accounting policies, other explanatory notes and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the financial reporting requirements of the Associations Incorporation Act 1985 (SA) and are appropriate to meet the needs of the members. The committee's responsibilities also include establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditors' Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the committee's financial reporting under the Associations Incorporation Act 1981 (Queensland). We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

Auditors' Opinion

In our opinion, the financial report of the Council on Chiropractic Education Australasia Inc presents fairly, in all material respects the financial position of the association as of 30 June 2007 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

**Bentleys MRI
Brisbane Partnership
Chartered Accountants**

P M Power
Partner

10 Eagle Street
BRISBANE QLD 4000

November 2007