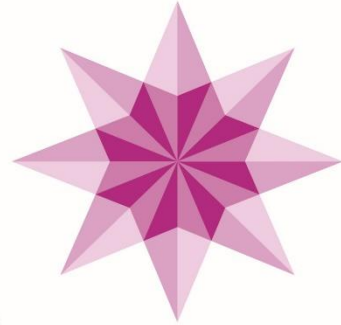


ARNA



Australasian Rehabilitation
Nurses' Association

Founded in the Illawarra in 1991

Annual Report 2017 - 2018

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ARNA's Objective

To advance the practice of rehabilitation in nursing.

Strategic Plan 2015 – 2018

Our Vision

Rehabilitation as an integral part of every nurse's practice.

Our Mission

Support the development and sharing of nursing's body of rehabilitation knowledge, skills and attitudes for the wellbeing of individuals and communities.

Our Values

Professionalism Leadership Accountability Collaboration Excellence

Pillars of Strategic Success

ARNA strives to achieve its Mission through three key strategic pillars facilitated through our Governance Structure

Education & Research	Governance	Member Services
<p>JARNA</p> <p>Research</p> <p>National Conference & Study Days</p> <p>Position Statements</p> <p>Competency Statements</p>	<p>Finance Management</p> <p>Risk Management</p> <p>Legislation Requirements</p> <ul style="list-style-type: none"> • Constitution • Policies & Procedures <p>Marketing</p>	<p>Education Scholarships</p> <p>Research Training Grants</p> <p>Website</p> <p>Newsletter</p> <p>Professional Representation</p>

President's Report

The past year has gone far too quickly, and it does not seem like 12 months have passed since the last Annual Report. I would like to thank all the National Committee members for their dedication and contribution to ARNA and fulfilling the responsibilities of the committee for 2017 – 2018.

The National Committee as a governing body has four main legal obligations which I believe have been fulfilled:

- » duty to act in good faith
- » duty to act with reasonable care and skill
- » duty not to improperly use information or position, and
- » duty to disclose and manage conflicts of interests

According to the ARNA constitution, the National Committee has the responsibility to “manage the affairs of the association” and directs activities to enable the primary objective ‘to advance the practice or rehabilitation in nursing’. To this end, the committee has managed and reviewed the ARNA operational budget, and set the 2018/2019 Budget, continued to support educational activities and research, and the forthcoming Conference.

To support these activities and with the governance obligations in mind, the Committee has been reviewing and improving financial systems, have outsourced the Conference for the first time to an independent organisation and continues to pursue changes to the legal structure of ARNA as an entity.

Supporting Research is high on the agenda with the allocation of \$15,000 over the 2017-2019 period with further research grants available. A new initiative to enable continuing education opportunities and to add benefit for ARNA members has seen the recent agreement made with the World Continuing Education Alliance (WCEA). Very soon ARNA members will have access to free online education available through the ARNA website. Association with the University of Tasmania continues with access for ARNA members to post-graduate study scholarships.

JARNA has continued to be produced through Cambridge Publishing, and I urge you to write about your projects, service improvements and academic endeavours. JARNA is for us - to share information, knowledge and practice development. I would like to acknowledge and thank Julie Pryor (outgoing Editor), for the last six years of valued contribution and dedication. I welcome Murray Fisher as the new Editor and thank the JARNA Editorial Board.

It is important to note the dedicated effort at the Chapter level, where a record number of Study Day events were held this year, and with initiatives for increased collaboration between Chapters and commitment to regional locations.

The Conference this year has provided a different venue and location out of a major city which has required hard work and time commitment by the conference coordinator Sandra Lever, supported by the conference and abstract committees. I believe we will all benefit from the combined efforts with an exciting program and high calibre speakers.

Going forward, the Committee are part way through some major decisions and changes including; the ongoing secretariat support to ARNA, constitutional/legal structure change and review of the strategic and operational plan 2018-2020. A new sub-committee will be formed soon, the ‘Strategic Initiatives Sub-Committee’. The Sub-committee will support the National Committee by undertaking projects relating to the objective of ARNA, ‘to advance the practice of rehabilitation in nursing’. These projects would be professional in nature and not operational. The committee will appoint a Convenor, and ARNA members will have the opportunity to express interest in membership. Desirable membership criteria are listed below:

- Evidence of service to ARNA through committee membership or other recognised activities associated with ARNA.

- Tertiary qualification relevant to Rehab. Nursing.
- Evidence of advanced rehabilitation nursing practice (in clinical practice, management or research).
- Publication of original work or research, presentation at Conference(s)/study days or other like professional activities

In closing, I acknowledge and appreciate the support and dedication of the National Committee members, and also thank the Chapter Committees for their work at the local level, and the members of ARNA who care about rehabilitation nursing practice and their clients in need.

Deidre Widdall

ARNA National President 2017-2019

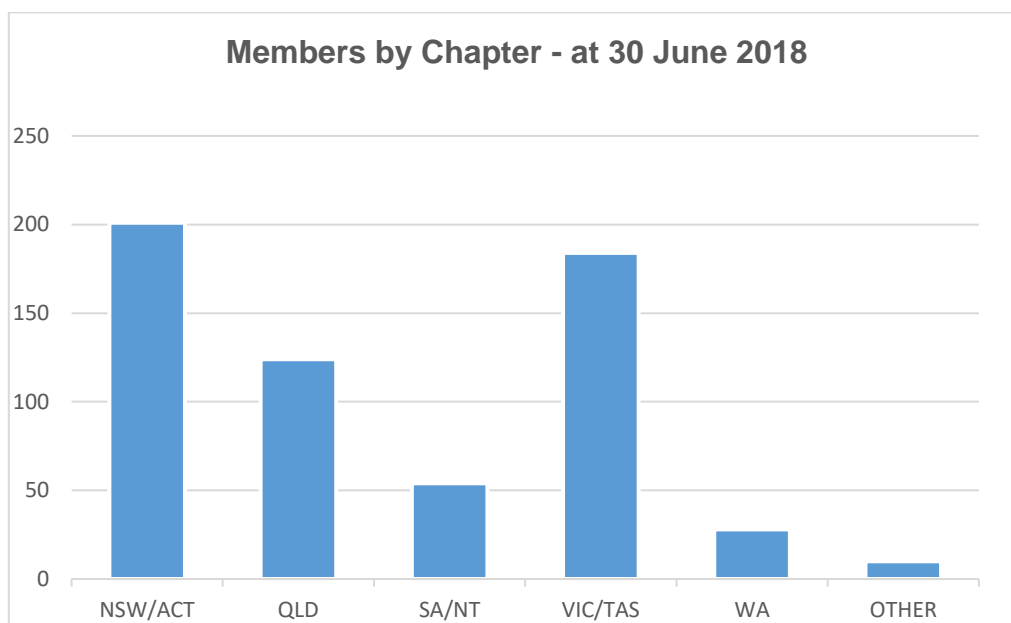
National Committee 2017 – 2018

President	Deidre Widdall	2017 - 2019
Vice-President	Murray Fisher	2017 - 2019
Secretary	Kay Stevens	2016 - 2018
Treasurer	Kerrie Garrad	2017 - 2019
Vice-Treasurer	Trisha Dodds	2017 - 2019
Editor in Chief	Julie Pryor Murray Fisher	2012 – May 2018 May 2018 -
Committee Members	Sandra Lever Kylie Wicks Raewyn Buchanan Sue Andrusiow Elizabeth Collins Erika Schlemmer	2017 - 2018
NSW / ACT Chapter President	Gail Teale-Sinclair Anne Renshaw	2016 – 2018 2018 - 2020
VIC / TAS Chapter President	Brendon Bakes Trisha Dodds	2016 – 2018 2018 - 2020
SA / NT Chapter President	Terry Wells Justin Prendergast	2016 – 2018 2018 - 2020
WA Chapter President	Stephanie Jones	2017 - 2019
QLD Chapter President	Alison New	2017 - 2019
Public Officer	David Hind	

Membership Report 2017 - 2018

Members by Type and Chapter – as at 30 June 2018

	NSW/ACT	QLD	SA/NT	VIC/TAS	WA	OTHER	TOTAL
Associate	7	10	2	8	2	0	29
Company	6	4	1	8	0	3	22
Life Member	3	0	1	3	1	0	8
Member	185	110	50	165	25	7	542
TOTAL	201	124	54	184	28	10	601



New Members by Type – 1 July 2017 – 30 June 2018

Associate	18
Company	5
Life Member	0
Member	174
TOTAL	197

National Secretary's Report

I am pleased to report 2018 has been a year of growth for ARNA. My involvement as Secretary has seen me become more familiar with ARNA processes and settling into the role quite well.

Our National Committee meets monthly via teleconference with several sub-committees also meeting independently and reporting. All National Committee members are committed to the growth of ARNA and the recognition of our speciality practice as a valuable approach to nursing.

ARNA LIFETIME MEMBERSHIP AWARDS

We have no Lifetime Membership awardees this year. If you know of an ARNA member who has shown outstanding leadership in rehabilitation nursing and to ARNA, please refer to the guidelines on the website and nominate. New Lifetime members are announced at the Annual General Meeting.

CHAPTER STUDY DAYS

State-based Chapter study days have been well attended this year with several new members signing up at most events. Study Days are a great time to increase ARNA awareness among our colleagues and also encourage members to our organisation. The greater our membership, the stronger our organisation.

WCEA CONTINUING PROFESSIONAL DEVELOPMENT

This additional benefit to your membership is a great adjunct to your ARNA membership, in-services and Study Days. WCEA offers thousands of short courses each adding to your CPD requirements. These courses are accredited, and each gives you the opportunity to give a peer review, so courses are adapted to member's learning needs.

There is also an opportunity for local educators to upload education modules in which nurses worldwide may participate.

My position as ARNA National Secretary is up for re-election at this AGM. I have reapplied as I feel I am growing into this role and continually learning.

I thank our President, Deidre Widdall and my CNM, Denys Spencer for their support in my role as National Secretary.

The valued support of our PAMS Association Manager, Peter Carey and now Paul Nicholls, make the work of the Secretary much easier.

Kay Stevens DipEN-AP, GradCertRehab, GradCertContinence

National Secretary 2016-2018

NSW / ACT Chapter Report

I would like to start this report with thanking the NSW/ACT committee for their commitment and hard work over the past 12 months to bring quality education to our members throughout NSW and the ACT. Particularly those in the regional areas. It was a personal goal of mine to see us expand past Sydney environment to provide education to our members and colleagues outside the Sydney area. We have surpassed my expectations.

In the past 12 months, we have held seven study days beginning in Batemans Bay in November 2017. Canberra started of the year in February 2018; next was Albury/Wodonga on 4 May where we held a joint NSW/ACT & Victoria/Tasmania Study day for the first time.

Dubbo 11 May we held our inaugural ARNA education day in Ballina on the 1st June, Once again we joined forces with QLD for our joint event. Next came the Hunter study day in Charlestown on the 22 June. We finished the 12 months in Sydney at Lidcombe with the Sydney study day and AGM. All positions were declared vacant at this meeting, and a new president was elected. All financial members were eligible to stand for election and vote.

The study days would not have been a success without the help of our wonderful sponsors who have supported us throughout the year, Bright Sky, Coloplast, cello, BBraun, Independence Australia, ILS and our sponsors in Victoria and Qld. Thanks also go to our NSW ACT committee members responsible for organising these days assisted by those in the regional areas who helped with planning and logistics and organising a variety of excellent presenters both locally and as far as Darwin.

Overall feedback from the study days has been overwhelmingly positive. Not every study day went as smoothly as we would have liked due to some technical hitches or late arrival of tea and coffee. Thank you to everyone who provided feedback at the various study days. You have provided us with some great ideas for next year, we are listening and will pass on this information to the incoming committee. Preparation has already begun for next year's events!

Most of all thank you to the members who have attended these days and made them such a success

We held a very successful planning day for 2019 in September and are well on the way to planning next years study days and exploring ways of increasing our membership base. If you are interested in having a say and influencing the direction of education, events of our chapter, please put your name forward and join the committee. Remember this is your chapter!

A huge thank you to all those who helped make the last year such a success.

Batemans Bay: Jason Mook Committee member (CM), Michelle Allan

Canberra: Mark Ryan (CM)

Albury: Sarah Potter (CM) Julie Pryor (CM) and her team in Albury/Wodonga, Liz Lavis NUM Murray, Lyn Johnstone NUM, inpatient rehab Wodonga Hospital Valley Private, Phillip Au assisted with sponsors. Trisha Dodd and Raewyn Vic/Tas (CM)

Dubbo: Julie Pryor (CM), Anne Renshaw (CM)

Ballina: Anne Renshaw and Gail Teale- Sinclair (CM's), Alison New Qld (CM), Kerrie Garrad, Qld(CM), Gloria Vann NUM & Brett Singleton CNE, Ballina Rehab.

Charlestown: Laynie Hall Pullin (CM), Phillip Au (CM), Jason Thomas (CM)

Sydney: All the committee members

Don't forget the NSW/ACT Chapter has education scholarships available, conditions apply so go to the website www.arna.com.au and click on our webpage or on the Education tab to access details.

This is my final term as President after four years it is time to hand over the batten. It has been a pleasure to serve with this fabulous group of dedicated group of professionals who make up the NSW/ACT committee; I look forward to what great things the incoming committee have in store for us!

See you at the National conference in the Blue Mountains.

Gail Teale-Sinclair

NSW/Act Chapter President 2016-2018

NSW/ACT Chapter Committee for 2018-19:

President	Anne Renshaw
Vice President	Laura Barnette
Treasurer	Sarah Potter
Secretary	Phillip Au
Ordinary members:	Nadia Murphy
	John Sheedy
	Mark Ryan
	Melissa Bonser
	Gail Teal-Sinclair

QLD Chapter Report

2018 has been very busy for the Qld Chapter, with study days continuing to be popular, and approximately 150 rehab nurses from all over Queensland participating in these.

On the 2nd of March, we kicked off the year with our usual Princess Alexandra Hospital (PAH) Study Day with over 60 attendees and very good support from our sponsors. The programme was varied with presenters covering subjects such as osteoporosis treatment, frailty, cognitive impairment, resilience and personal wellness. Feedback was very positive, and we also have good suggestions for next year's event on Friday, March 8th, 2019. Prizes throughout the day proved a big hit, and to encourage national conference participation, the ARNA Qld Chapter also provided a major prize of a full registration to attend the 2018 ARNA National Conference.

On Friday, June 1st, the NSW/ ACT and ARNAQ Chapters combined study day was again held in Ballina, NSW. This was very well attended, with participants providing positive feedback and some great ideas for 2019. Our final study day was planned for Redcliffe Hospital on Nov 3rd but unfortunately has been cancelled due to circumstance beyond the Committee's control.

After the success of our ARNAQ Townsville Study Day last year –the Rydges Southbank was the site for our Northern Qld study day and AGM on August 3rd, 2018. Special thanks to Karen, Toni and Kerrie for their hard work in making this day a success. At the AGM, we welcomed a new Chapter Vice President and Ordinary Committee member and farwelled long serving ARNA member Carolyn Wilson. My heartfelt thanks to our ARNA Qld Chapter Committee and our members for a great year.

Alison New

QLD Chapter President 2017-2019

QLD Chapter Committee for 2018-19:

President	Alison New (Brisbane)
Vice-President	Renee McMillan (Brisbane)
Secretary	Shaun Matthews (Brisbane)
Treasurer	Kerrie Garrad (Brisbane)
Ordinary Members	Karen Ashford (Townsville)
	Pauline Blaney (Fraser Coast)
	Faniel Garayi (Brisbane)
	Ivy Huang (Townsville)

SA / NT Chapter Report

During the past twelve months, the committee has continued to meet monthly via teleconference and continued working on key action areas; communication, building capacity and educational development.

In October 2017 the Chapter hosted the 27th ARNA National Conference held at the National Wine Centre in Adelaide with the theme of “The Changing Landscape for Rehabilitation Nursing; Transitions, Transformation and Future directions”. The conference was well attended.

Our NT members held a study day on June 8th at the Palmerston Recreation Centre, Darwin entitled ‘New Realities: Rehab and GEM at Palmerston Regional Hospital’ and included a tour of the new Palmerston Regional Hospital. 23 Nurses attended the day. The program included a welcome from the National President Deidre Widdall and a video presentation of ‘Rehabilitation the Lived Experience’ from Janine Hand. Dr Julie Pryor presented on ‘Nurses who work in rehabilitation V rehabilitation nurses’ and ‘Coaching a rehabilitation nurse’s intervention’. Denys Spencer and Anija Mathew presented on Goal Setting in Rehab and GEM; Kay Stevens presented on patient focussed care planning. Marilou Dellow presented on clinical decision making in bowel management. Deidre Widdall presented on cognition and behaviour care in rehabilitation. Thank you to our sponsors Bright Sky Australia and Hartmann.

The feedback received acknowledged the IT issues with the volume of videos but, other than this, feedback was positive, and we are all looking forward to moving into a brand new hospital in Palmerston.

SA committee members have been busy planning the SA study day and AGM being held on July 27th at Calvary Rehabilitation Hospital, Walkerville with the theme Reinforcing Rehabilitation Nursing. Our thanks are extended to Calvary Rehabilitation for their support of this event.

I would like to thank the members of the 2017-2018 Chapter committee members, Justin Prendergast – Treasurer, Natalie Thackray – Secretary, Amanda Fitzgerald, Merridy Carter, Helen Kraft, Anija Matthew, Marilou Dellow and Denys Spencer – committee members, for your hard work during the past twelve months and for your commitment and dedication to ARNA and for your support.

Terry Wells

SA/NT Chapter President 2016-2018

SA/NT Chapter Committee for 2018-19:	
President	Justin Prendergast
Secretary	Natalie Thackray
Treasurer	Terry Wells
Ordinary Members	Denys Spencer (NT)
	Merridy Carter (SA)
	Amanda Fitzgerald (SA)
	Helen Kraft (SA)
	Ma Lourdes Dellow (NT)
	Anija Mathew (NT)

VIC / TAS Chapter Report

Over the past two years, it has been a great pleasure to be the ARNA Vic / Tas President. During this time we have held several very successful study days, promoting rehabilitation nursing and networking with so many wonderful colleagues, at Royal Talbot Rehabilitation Centre, Monash Health in Dandenong, Vic Rehab in Glen Waverley and Wimmera Base Hospital in Horsham as well as a joint NSW and Vic/Tas study day in Albury NSW.

The success of these study days was due to the hard work of our committee members, the fantastic efforts of local members in organising the study day as well as our trade supporters who pay a fee to attend our study day. This allows us to continue to provide reduced rates (and free for members) and for catering for the study days.

We have, at times, had periods of budget constraint due to fluctuating membership and national committee budget allocations. Despite this, we have managed to maintain a sustainable operating budget and offer relative scholarships for members.

None of these things would be possible without the efforts of the small, hard-working committee. My sincere thanks go to past president Brendan Bakes for his support and direction when needed. Thank you to long-time executive committee Sara Alger, Lyn McBain and Lisa Street for their support and to David Parsons for his help with the Chapter. Thank you also to our general committee who provide regular and loyal assistance at study days and meetings to allow things to go smoothly, also thanks to our secretaries, Marie Vasquez and Gail Collins who do lots of behind the scenes work, especially around planning for study days.

Combined report from

Brendan Bakes 2016-2018

Trisha Dodds 2018-2020

VIC/TAS Chapter President

VIC/TAS Chapter Committee for 2018-19:	
President:	Trisha Dodds
Vice President:	Sara Alger
Secretary:	Marie Vasquez
Assistant Secretary:	Gail Collins
Treasurer:	Patrick Small
Ordinary Members:	Jennifer Arthur
	Brendan Bakes
	Raewyn Buchannan
	Nicole Dodson
	Nurmala Kumar
	Lyn McBain
	Lisa Street

WA Chapter Report

The WA Chapter held Annual General Meeting and Study day on the 24th of August. The WA committee had problems during the year with the loss of 2 positions- Vice president and Secretary. These positions were filled at the AGM, and the Treasurer also stood down, and this position was filled. The study day at the Fremantle Health Service had been the main initial focus for the committee.

The study day continues to have good attendance with 44 attendees; feedback was that the day was excellent. The chapter committee continues to develop networks, share knowledge and resources, build capacity within our chapter and develop great working relationships throughout Western Australia to enhance the development of nurses working in rehabilitation settings across our large state.

We continue to be in a positive financial position with the Study day bringing in revenue to be used to further provide support for our members.

The committee has strengthened great working relationships with TRACSWA and stakeholders such as the Stroke Foundation WA and other providers of health-related products/services through trade displays at the study day and look forward to further development with key stakeholders.

Stephanie Jones

WA Chapter President 2017-2019

WA Chapter Committee for 2018-19:

President	Stephanie Jones
Vice-President	Susan Reilly
Secretary	Karen Mazzella
Treasurer	Nicolette Gasper
Ordinary Members	Susan Finlay
	Anthea Crawford
	Tara Ruane

Treasurer's Report

The past year has seen the financial group and the National Committee commit to providing ARNA members with some financial benefits. This has included

- Member conference registration rate remaining the same
- Membership fees remaining the same
- An increase in the budgeted resource for research.

This report will provide an overview of the priorities undertaken by the finance group.

THE FINANCE GROUP

The finance group includes Trisha Dodds, Terrance Wells, Deirdre Widdall and Kerrie Garrad. This group focussed on processes and practices with an aim to support transparency and efficiency within the ongoing financial management of ARNA. Outcomes achieved included:

Rationalisation of bank accounts:

Bank accounts were decreased from 8 to 5. This was accomplished by the

- Chapter accounts rolled into one
- Conference allocated an account
- ARNA Debit Card being issued (under President authority) and attached to an account
- Cash Reserve Account remaining the same, and
- Business One account remaining the same

These accounts are identified as

033-059: 616652 Chapters

033-059: 616679 Conference

033-059: 658094 ARNA Debit Card

033-126: 478254 Cash Reserve

732-528: 527023 Business One

ARNA debit card

A debit card, which will be held by the ARNA President has been issued. This card has been organised to support payment for services that require immediate payment. This may include, but is not exclusive to, accommodation and travel. Business processes have been created to ensure that the President is supported in the use of this account and the operation is transparent to the national committee and members.

ARNA Expense Claim Form

The expense claim form has been reviewed and updated to enable there to be a streamlined process across all chapters. The intent is for reimbursement to occur in a transparent and efficient manner.

Budget for 2017-2018 & 2018-2019

The recent budget builds identified the ongoing costs for ARNA but also included some new directions. The national conference for 2018 was managed by an administrative company called the Not For Profit Associations Specialists (NFPAS). Other changes included the negotiations for an education portal and an

increase in the funding available for research grants. The latter 2 being member benefits that the national committee hopes to continue.

ANNUAL FINANCIAL RECORDS AUDIT / STATEMENTS

ARNA financial records have been audited at the completion of the 2017-2018 financial year. Nil concerns were identified by the auditor. Please see the Auditor' Report, and financial statements tabled.

For the year ended 30 June 2018, there was a net surplus of \$40,000, compared to a surplus of \$2,540 in the previous year. The Net Member Funds at 30 June 2018 were \$220,848 (\$180,848 in 2017).

FUTURE

The finance group will be endeavouring to streamline processes surrounding the engaging and billing of trade sponsors and exhibitors for study days.

ACKNOWLEDGEMENTS

I would like to acknowledge the commitment and dedication demonstrated by

- the 2017 outgoing treasurer, Terrance Wells. Particularly for his historical perspective and ongoing finance group commitment
- Trisha Dodds for her participation in the finance group
- Deidre Widdall for her participation in the finance group
- The PAMs team of Peter, Paul and Amy for their ongoing commitment and precision.

Kerrie Garrad

Treasurer 2017-2019

Audited Financial Report for the year ended 30 June 2018

(Refer to separate report)