



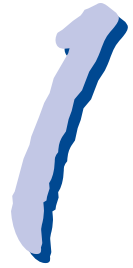
APPENDIXES

Appendixes

1	Financial statements	47
2	Legislation	77
3	Board members	101
4	Audit and Finance Committee members	103
5	Freedom of information	105
6	Staffing	109
7	Unit Heads	111
8	Publications 2001–02	115
9	Participation in national committees as an information specialist	125
10	National infrastructure projects	131
11	Activities funded by outside bodies for 2001–02 financial year	135
12	Abbreviations	141



APPENDIX



Financial statements



INDEPENDENT AUDIT REPORT

To the Minister for Health and Ageing

Scope

I have audited the financial statements of the Australian Institute of Health and Welfare for the year ended 30 June 2002. The financial statements comprise:

- Statement by Directors;
- Statements of Financial Performance, Financial Position and Cash Flows;
- Schedules of Commitments and Contingencies; and
- Notes to and forming part of the Financial Statements.

The directors of the Institute are responsible for the preparation and presentation of the financial statements and the information they contain. I have conducted an independent audit of the financial statements in order to express an opinion on them to you.

The audit has been conducted in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards, to provide reasonable assurance as to whether the financial statements are free of material misstatement. Audit procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia and statutory requirements so as to present a view which is consistent with my understanding of the Institute's financial position, its financial performance and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

GPO Box 707 CANBERRA ACT 2601
Centenary House 16 National Circuit
BARTON ACT
Phone (02) 6269 7900 Fax (02) 6269 7777

Audit Opinion

In my opinion the financial statements:

- (i) have been prepared in accordance with Finance Minister's Orders made under the *Commonwealth Authorities and Companies Act 1997*; and
- (ii) give a true and fair view, in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia and the Finance Minister's Orders, of the financial position of the Australian Institute of Health and Welfare as at 30 June 2002, and its financial performance and cash flows for the year then ended.

Australian National Audit Office



Mashelle Parrett
Executive Director

Delegate of the Auditor-General

Canberra
26 September 2002

STATEMENT BY DIRECTORS

In our opinion, the attached financial statements for the year ended 30 June 2002 give a true and fair view of the matters required by the Finance Minister's Orders made under the *Commonwealth Authorities and Companies Act 1997*.



Dr Sandra Hacker
Chair

24 September 2002



Richard Madden
Director

24 September 2002

For health and welfare
statistics and information

6A Trepper Court
Fers Hill Park
Bruce ACT
GPO Box 670
Canberra ACT 2601

Phone 02 6244 1000
Fax 02 6244 1299
<http://www.aihw.gov.au>

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
STATEMENT OF FINANCIAL PERFORMANCE
For the year ended 30 June 2002

		Notes	
		2002	2001
		\$'000	\$'000
Revenues from ordinary activities			
Revenues from government	4A	8,032	7,970
Sales of goods and services	4B	12,081	10,465
Interest	4C	195	226
Other	4E	16	300
Total revenues from ordinary activities		20,324	18,961
Expenses from ordinary activities			
Employees	5A	11,382	10,288
Suppliers	5B	8,446	8,468
Depreciation and amortisation	5C	213	153
Write-down of assets	5D	126	0
Net loss from sales of assets	4D	0	1
Total expenses from ordinary activities		20,167	18,910
Net operating surplus or deficit from ordinary activities		157	51
Net surplus attributable to the Commonwealth		157	51
Net credit (debit) to asset revaluation reserve		(46)	553
Total revenues, expenses and valuation adjustments attributable to the Commonwealth and recognised directly in equity		(46)	553
Total changes in equity other than those resulting from transactions with owners as owners		111	604

The above statement should be read in conjunction with the accompanying notes

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
STATEMENT OF FINANCIAL POSITION

As at 30 June 2002

	Notes	2002 \$'000	2001 \$'000
ASSETS			
Financial assets			
Cash	6A	4,937	7,218
Receivables	6B	4,372	552
Total financial assets		9,309	7,770
Non-financial assets			
Buildings	7A,C,D	589	674
Infrastructure, plant and equipment	7B,C,D	473	513
Inventories	7E	140	266
Other	7F	324	150
Total non-financial assets		1,526	1,604
Total assets		10,835	9,374
LIABILITIES			
Provisions			
Employees	8A	3,375	3,191
Total provisions		3,375	3,191
Payables			
Suppliers	8B	388	409
Contract income in advance	8C	5,974	4,715
Other	8D	357	429
Total payables		6,719	5,553
Total liabilities		10,094	8,744
NET ASSETS		741	630
EQUITY			
Capital	9	1,146	1,146
Reserves	9	641	687
Accumulated deficits	9	(1,046)	(1,203)
Total equity		741	630
Current liabilities		7,869	6,051
Non-current liabilities		2,225	2,693
Current assets		9,773	8,187
Non-current assets		1,062	1,187

The above statement should be read in conjunction with the accompanying notes

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
STATEMENT OF CASH FLOWS
For the year ended 30 June 2002

	Notes	2002 \$'000	2001 \$'000
OPERATING ACTIVITIES			
Cash received			
Appropriations		8,032	7,831
Sales of goods and services			
Government		9,724	11,593
Non-government		14	14
Interest		195	218
GST recovered from ATO		375	270
Other		16	291
Total cash received		18,356	20,217
Cash used			
Employees		(11,199)	(10,098)
Suppliers		(9,303)	(8,660)
Total cash used		(20,502)	(18,758)
Net cash from operating activities	10	(2,146)	1,459
INVESTING ACTIVITIES			
Cash received			
Proceeds from sales of property, plant and equipment		0	0
Total cash received		0	0
Cash used			
Purchase of infrastructure, plant and equipment		(135)	(320)
Total cash used		(135)	(320)
Net cash from investing activities		(135)	(320)
Net increase (decrease) in cash held		(2,281)	1,139
Add cash at the beginning of the reporting period		7,218	6,079
Cash at the end of reporting period	6A	4,937	7,218

The above statement should be read in conjunction with the accompanying notes

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
SCHEDULE OF COMMITMENTS
as at 30 June 2002

	Notes	
	2002	2001
	\$'000	\$'000
BY TYPE		
OTHER COMMITMENTS		
Operating leases*	5,839	6,517
Other commitments**	3,970	12,039
Total other commitments	9,809	18,556
COMMITMENTS RECEIVABLE	(4,341)	(6,396)
Net commitments	5,468	12,160
BY MATURITY		
All net commitments		
One year or less	999	7,047
From one to five years	4,469	4,159
Over five years	0	954
Net commitments	5,468	12,160
Operating lease commitments		
One year or less	1,370	1,162
From one to five years	4,469	3,380
Over five years	0	1,975
Net operating lease commitments	5,839	6,517

NB: Commitments are GST inclusive where relevant

* Operating leases included are effectively non-cancellable and comprise:

<i>Nature of Lease</i>	<i>General description of leasing arrangements</i>
Lease for office accommodation	* lease payments are subject to annual increases of 3%. * the lease term is seven years and may be renewed for another seven years at the Institute's option. * current lease expires in July 2007.
Computer equipment lease	* the lease term is three years. * on expiry of lease term, the Institute has the option to extend the lease period, return the computers, or trade in the computers for more up-to-date models.

** As at 30 June 2002, other commitments are primarily amounts relating to the Institute's contract work.

The above schedule should be read in conjunction with the accompanying notes

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
SCHEDULE OF CONTINGENCIES
as at 30 June 2002

	Notes	
	2002	2001
	\$'000	\$'000
CONTINGENT LOSSES		
Other guarantees	0	0
Total contingent losses	0	0

SCHEDULE OF UNQUANTIFIABLE CONTINGENCIES

At 30 June 2002, the Institute has no unquantifiable contingencies

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

Note Description

- 1 Summary of Significant Accounting Policies
- 2 Reporting of Outcomes
- 3 Economic Dependency
- 4 Operating Revenues
- 5 Operating Expenses
- 6 Financial Assets
- 7 Non-Financial Assets
- 8 Provisions and Payables
- 9 Equity
- 10 Cash Flow Reconciliation
- 11 External Financing Arrangements
- 12 Remuneration of Directors
- 13 Related Party Disclosures
- 14 Remuneration of Officers
- 15 Remuneration of Auditors
- 16 Remote Contingencies
- 17 Financial Instruments
- 18 Appropriations
- 19 Average Staffing Levels
- 20 Events Occurring after Reporting Date

1 Summary of Significant Accounting Policies

1.1 Basis of accounting

The financial statements are required by clause 1(b) of Schedule 1 to the *Commonwealth Authorities and Companies Act 1997* and are a general purpose financial report.

The statements have been prepared in accordance with:

- Finance Minister's Orders (being the *Commonwealth Authorities and Companies (Financial Statements 2001-2002) Orders*);
- Australian Accounting Standards and Accounting Interpretations issued by the Australian Accounting Standards Boards;
- other authoritative pronouncements of the Australian Accounting Standards Board; and
- Consensus Views of the Urgent Issues Group.

The statements have been prepared having regard to:

- the Explanatory Notes to Schedule 1 issued by the Department of Finance and Administration; and
- Finance Briefs issued by the Department of Finance and Administration

The financial statements have been prepared on an accrual basis and are in accordance with historical cost convention, except for certain assets which, as noted, are at valuation. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position of the Australian Institute of Health and Welfare (the Institute).

Assets and liabilities are recognised in the Institute when and only when it is probable that future economic benefits will flow and the amounts of the assets or liabilities can be reliably measured. Assets and liabilities arising under agreements equally and proportionately unperformed are however not recognised unless required by an Accounting Standard. Liabilities and assets which are unrecognised are reported in the Schedule of Commitments and the Schedule of Contingencies.

Revenue and expenses are recognised in the Institute when and only when the flow or consumption or loss of economic benefits has occurred and can be reliably measured.

1.2 Changes in Accounting Policy

The accounting policies used in the preparation of these financial statements are consistent with those used in 2000-2001.

1.3 Reporting by Outcomes

A comparison of Budget and Actual figures by outcome specified in the Appropriation Acts relevant to the Institute is presented in Note 2. Any intra-government costs included in the figure 'net cost to Budget outcomes' are eliminated in calculating the actual budget outcome for the Government overall.

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

1.4 Revenue

The revenues described in this Note are revenues relating to the core operating activities of the Institute. Revenue from the sale of goods is recognised upon the delivery of goods to customers.

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

Revenue from the disposal of non-current assets is recognised when control of the asset has passed to the buyer.

Revenue from the rendering of a service is recognised by reference to the stage of completion of contracts or other agreements to provide services to Commonwealth bodies. The stage of completion is determined according to the proportion that costs incurred to date bear to the estimated total costs of the transaction.

Core Operations

All material revenues described in this Note are revenues relating to the core operating activities of the Institute whether in their own right or on behalf of the Commonwealth. Details of revenue amounts are given in Note 4.

Revenues from Government - Output Appropriations

The full amount of the appropriation for departmental outputs for the year is recognised as revenue.

1.5 Employee Entitlements

Leave

The liability for employee entitlements includes provision for annual leave and long service leave. No provision has been made for sick leave because all sick leave is non-vesting and the average sick leave taken in future years by employees of the Institute is estimated to be less than the annual entitlement for sick leave.

The liability for annual leave reflects the value of total annual leave entitlements of all employees at 30 June 2002 and is recognised at its nominal amount.

The non-current portion of the liability for long service leave is recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at 30 June 2002. In determining the present value of the liability, the Institute has taken into account attrition rates and pay increases through promotion and inflation.

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

Separation and redundancy

Provision is also made for separation and redundancy payments in cases where positions have been formally identified as excess to requirements, the existence of an excess position has been publicly communicated, and a reliable estimate of the amount payable can be determined.

Superannuation

Employees contribute to the Commonwealth Superannuation Scheme, the Public Sector Superannuation Scheme and AGEST. Employer contributions amounting to \$1,213,538 (2000-01: \$1,129,785) for the Institute in relation to these schemes have been expensed in these financial statements.

No liability is shown for superannuation as the employer contributions fully extinguish the accruing liability which is assumed by the Commonwealth.

Employer Productivity Superannuation Contributions totalled \$251,962 (2000-01: \$233,914) for the Institute.

1.6 Leases

A distinction is made between finance leases which effectively transfer from the lessor to the lessee substantially all the risks and benefits incidental to ownership of leased non-current assets and operating leases under which the lessor effectively retains substantially all such risks and benefits.

Where a non-current asset is acquired by means of a finance lease, the asset is capitalised at the present value of minimum lease payments at the inception of the lease and a liability recognised for the same amount. Leased assets are amortised over the period of the lease. Lease payments are allocated between the principal component and the interest expense.

Operating lease payments are expensed on a basis which is representative of the pattern of benefits derived from the leased assets. The net present value of the future net outlays in respect of surplus space under non-cancellable lease agreements is expensed in the period in which the space becomes surplus.

Lease incentives taking the form of 'free' fitout and rent holidays are recognised as liabilities. These liabilities are reduced by allocating lease payments between rental expense and reduction of liability.

1.7 Cash

Cash includes notes and coins held and any deposits held at call with a bank or financial institution.

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

1.8 Financial instruments

Accounting policies for financial instruments are stated at Note 17.

1.9 Acquisition of Assets

Assets are recorded at cost on acquisition except as stated below. The cost of acquisition includes the fair value of assets transferred in exchange and liabilities undertaken.

1.10 Infrastructure, plant and equipment

Asset recognition threshold

Purchases of infrastructure, plant and equipment are recognised initially at cost Statement of Financial Position, except for purchases costing less than \$2,000, which are expensed in the year of acquisition (other than where they form part of a group of similar items which are significant in total).

Revaluations

Infrastructure, plant and equipment are revalued progressively in accordance with the 'deprival' method of valuation in successive three-year cycles, so that no asset has a value greater than three years old.

The Institute implemented its progressive revaluations in 1999. Its infrastructure, plant and equipment assets were revalued in full at 30 June 1999, by type of asset. Assets in each class acquired after the commencement of the progressive revaluation cycle were not captured by the progressive revaluation then in progress. Leasehold improvements were revalued at 30 June 2001. Plant and equipment assets were revalued at 30 June 2002.

Infrastructure, plant and equipment is recognised at its depreciated replacement cost.

Any assets which will not be replaced or are surplus to requirements are valued at net realisable value. At 30 June 2002 there were no assets in this situation.

All valuations are independent.

Recoverable amount test

The carrying amount of each item of non-current infrastructure plant and equipment assets is reviewed to determine whether it is in excess of the asset's recoverable amount. If in excess at the reporting date, the asset is written down to its recoverable amount immediately. In assessing recoverable amounts, the relevant cash flows, including the expected cash inflows from future appropriations by the Parliament, have been discounted to their present value.

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

Depreciation and Amortisation

Depreciable infrastructure plant and equipment assets are written-off to their estimated residual values over their estimated useful lives to the Institute using, in all cases, the straight-line method of depreciation. Leasehold improvements are amortised on a straight-line basis over the lesser of the estimated useful life of the improvements or the unexpired period of the lease.

Depreciation/amortisation rates (useful lives) and methods are reviewed at each balance date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate. Residual values are re-estimated for a change in prices only when assets are revalued.

Depreciation and amortisation rates applying to each class of depreciable assets are based on the following useful lives:

	2001-2002	2000-2001
	Lease Term	Lease Term
Leasehold improvements	5 to 10 years	5 to 10 years
Infrastructure plant and equipment		

The aggregate amount of depreciation allocated for each class of asset during the reporting period is disclosed in Note 5C.

1.11 Inventories

Inventories held for resale are valued at the lower of cost and net realisable value.

All inventories are current assets.

1.12 Taxation

The Institute is exempt from all forms of taxation except Fringe Benefits Tax and the Goods and Services Tax.

1.13 Insurance

The Institute has insured for risks through the Government's insurable risk managed fund, called 'Comcover'. Workers compensation is insured through Comcare Australia.

1.14 Comparative figures

Comparative figures have been adjusted to conform with changes in presentation in these financial statements where required.

1.15 Rounding

Amounts have been rounded to the nearest \$1,000 except in relation to the following:

- remuneration of directors;
- remuneration of officers (other than directors); and
- remuneration of auditors.

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

2 Reporting of Outcomes

Note 2A: Outcomes of the Australian Institute of Health and Welfare

The Institute is structured to meet part of one outcome within the Health and Ageing Portfolio:

Outcome 9: Health Investment: Knowledge, information and training for developing better strategies to improve the health of Australians.

The Institute has three Output Groups under Outcome 9:

Output Group 1: Specific services to the Minister and Parliament, required under the *Australian Institute of Health and Welfare Act 1987*

Output Group 2: National leadership in health-related and welfare-related information and statistics

Output Group 3: Collection and production of health-related and welfare-related information and statistics

The Institute provides services to other government entities shown as non-specific.

Note 2B: Total Cost/Contribution of Outcomes (Whole of Government)

	Outcome 9		Total	
	Actual \$'000	Budget \$'000	Actual \$'000	Budget \$'000
Net taxation, fees and fines revenues	-	-	-	-
Other administered revenues	-	-	-	-
Net subsidies, benefits and grants expenses	-	-	-	-
Other administered expenses	-	-	-	-
Net cost of departmental outputs	7,875	8,004	7,875	8,004
Cost of outcome before extraordinary items	7,875	8,004	7,875	8,004
Extraordinary items	-	-	-	-
Net cost to Budget outcome	7,875	8,004	7,875	8,004

Note 2C: Major Departmental Revenues and Expenses by Output Group

	Output Group 1		Output Group 2		Output Group 3		Non-Specific		Total	
	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000
Operating revenues										
Revenues from Government	1,851	1,411	1,223	1,020	4,958	5,539	-	-	8,032	7,970
Contract Income	-	-	-	-	-	-	11,954	10,323	11,954	10,323
Donations and bequests	-	-	-	-	-	-	-	0	0	0
Industry contributions	-	-	-	-	-	-	-	0	0	0
Other non-taxation revenues	77	118	51	85	210	464	-	-	338	668
Total operating revenues	1,928	1,530	1,274	1,105	5,168	6,003	11,954	10,323	20,324	18,961
Operating expenses										
Employees	1,465	1,128	904	814	2,238	2,539	6,775	5,807	11,382	10,288
Suppliers	403	333	321	237	2,689	3,181	5,033	4,716	8,446	8,468
Grants	-	-	-	-	-	-	-	-	-	-
Depreciation and amortisation	13	6	18	9	45	37	138	100	213	153
Write-down of assets	-	-	-	-	126	-	-	-	126	-
Disposal of assets	-	-	-	-	-	1	-	-	-	1
Total operating expenses	1,881	1,467	1,242	1,060	5,098	5,759	11,946	10,623	20,167	18,910

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

Note 2D: Major Classes of Departmental Assets and Liabilities by Output Group

	Output Group 1		Output Group 2		Output Group 3		Non-Specific		Total	
	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000
Output specific departmental assets										
Goods and services receivable	-	-	-	-	-	-	4302	463	4302	463
Less: provision for doubtful debts	-	-	-	-	-	-1	-	-4	0	-5
Loans receivable	-	-	-	-	-	-	-	-	-	-
Less: provision for doubtful debts	-	-	-	-	-	-	-	-	-	-
Net GST receivable	-	3	1	4	2	16	5	43	8	66
Land	-	-	-	-	-	-	-	-	-	-
Buildings	35	27	49	41	124	165	381	441	589	674
Plant and equipment	28	20	39	31	100	126	306	336	473	513
Internally developed software	-	-	-	-	-	-	-	-	-	-
Inventories held for sale	-	-	-	-	140	266	-	-	140	266
Total specific departmental assets	64	50	89	77	366	571	4993	1279	5512	1977
Other departmental assets										
Cash at bank and on hand	-	-	-	-	-	-	470	1515	470	1515
Deposits at call	-	-	-	-	-	-	4467	5703	4467	5703
Other receivables	4	1	5	2	13	7	40	19	62	29
Investments	-	-	-	-	-	-	-	-	-	-
Other	20	6	27	9	69	37	209	99	324	151
Total other departmental assets	23	7	32	11	82	44	5186	7336	5323	7398
Output specific departmental liabilities										
Leases	21	17	30	26	75	105	231	281	357	429
Employees	203	192	279	264	712	673	2181	2062	3375	3191
Suppliers	23	16	32	25	82	100	251	268	388	409
Total specific departmental liabilities	248	225	341	316	869	878	2662	2610	4120	4029
Other departmental liabilities										
Loans	-	-	-	-	-	-	-	-	-	-
Capital use charge	-	-	-	-	-	-	-	-	-	-
Employees	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	5974	4715	5974	4715
Total other departmental liabilities	-	-	-	-	-	-	5974	4715	5974	4715

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

2E Major Classes of Administered Revenues and Expenses by Outcome

No administered expenses were incurred.

2F Major Classes of Administered Assets and Liabilities by Outcome

There are no administered assets.

There are no administered liabilities.

3 Economic dependency

The Institute was established by the *Australian Institute of Health and Welfare Act 1987* and is controlled by the Commonwealth of Australia.

The Institute is dependent on appropriations from the Parliament of the Commonwealth for its continued existence and ability to carry out its normal activities.

The Institute is also dependent upon a significant volume of business conducted with Commonwealth Agencies.

4 Operating revenue from independent sources

	2002 \$'000	2001 \$'000
4A Revenues from Government		
Appropriations for outputs	8,032	7,831
Resources received free of charge from Department of Health and Ageing and Department of Finance and Administration	0	139
Total	8,032	7,970
4B Sales of goods and services		
Contracted Services	11,954	10,323
Ad Hoc Consultancy Services	57	51
Sale of Publications	70	91
	12,081	10,465
Goods and Services were sold to:		
Government	12,067	10,451
Non-Government	14	14
	12,081	10,465
Costs of sales of goods	141	182
4C Interest		
Deposits	195	226

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

For the year ended 30 June 2002

	2002	2001
	\$'000	\$'000
4D Proceeds from disposal of assets		
Non-financial asset - Infrastructure, plant & equipment		
Expense from sale	0	1
Total	0	1
4E Other revenues		
Other	16	300
Total	16	300

5 Operating Expenses - Goods and Services

5A Employee expenses		
Remuneration for services provided	11,302	10,288
Separation and redundancy	80	0
Total	11,382	10,288

The Institute contributes to the Commonwealth Superannuation (CSS) and the Public Sector (PSS) Superannuation schemes which provide retirement, death and disability benefits to employees. Contributions to the schemes are at rates calculated to cover existing and emerging obligations. Current contribution rates are 19.9% of salary (CSS) and 11.4% of salary (PSS). An additional 3% is contributed for employer productivity benefits. The Institute also meets its superannuation guarantee liabilities for employees that are not members of CSS or PSS.

5B Supplier Expenses		
Supply of goods and services	4,497	4,788
Operating lease rentals	1,010	841
Contracted services	2,939	2,839
Total	8,446	8,468

Contracted services above are comprised of:

National Perinatal Statistics Unit	345	543
Dental Statistics and Research Unit	540	552
National Centre for Classification in Health	64	64
Aboriginal and Torres Strait Islander Health and Welfare Information Unit	576	601
National Injury Surveillance Unit	711	669
General Practice Statistics and Classification Unit	500	410
Australian Centre for Asthma Monitoring	203	0
	2,939	2,839

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

For the year ended 30 June 2002

	2002	2001
	\$'000	\$'000
5C Depreciation and amortisation		
Depreciation of infrastructure, plant and equipment	98	133
Amortisation of leasehold improvements	115	20
Total	213	153

The aggregate amounts of depreciation or amortisation allocated during the reporting period, as expense, for each class of depreciable asset are as follows:

Leasehold improvements	115	20
Plant and equipment	41	83
Furniture and fittings	57	50
	213	153

5D Write-down of assets

Non-financial assets:

Inventory - write off	126	0
Total	126	0

6 Financial assets

6A Cash

Cash at bank and on hand	470	1,515
Deposits at Call	4,467	5,703
	4,937	7,218
Balance of cash as at end of period shown in the Statement of Cash Flows	4,937	7,218

6B Receivables

Goods and services	4,302	463
Less: Provision for doubtful debts	(0)	(6)
	4,302	457
Other Debtors	62	29
GST Receivables	8	66
Total Receivables	4,372	552

Receivables (gross) which are overdue are aged as follows:

Not Overdue	1,897	366
Overdue by:		
- less than 30 days	1,857	177
- 30 to 60 days	148	0
-60 to 90 days	0	9
-more than 90 days	470	0
Total Receivables (gross)	4,372	552

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

7 Non-financial assets	2002	2001
	\$'000	\$'000
7A Buildings		
Leasehold improvements - at valuation 30 June 2001	551	551
Accumulated amortisation	(92)	0
	<u>459</u>	<u>551</u>
Leasehold improvements - at cost	172	143
Accumulated amortisation	(42)	(20)
	<u>130</u>	<u>123</u>
Total Buildings	<u>589</u>	<u>674</u>
7B Infrastructure Plant and Equipment		
Plant and equipment - at 30 June 1999 valuation	0	624
Accumulated depreciation	0	(282)
	<u>0</u>	<u>342</u>
Plant and equipment - at 30 June 2002 valuation	901	0
Accumulated depreciation	(440)	0
	<u>461</u>	<u>0</u>
Plant and equipment - at cost	12	206
Accumulated depreciation	(0)	(35)
	<u>12</u>	<u>171</u>
Total Infrastructure Plant and Equipment	<u>473</u>	<u>513</u>

The revaluation of non-financial assets as at 30 June 2002 in accordance with the revaluation policies stated at Note 1 was completed by an independent valuer from the Australian Valuation Office. Revaluation decrement of \$46,278 was transferred to the asset revaluation reserve in 2001-2002.

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

7C Analysis of infrastructure, plant and equipment

Reconciliation of the opening and closing balances of Infrastructure, Plant and Equipment

Item	Buildings - Leasehold Improvements	Plant and Equipment	Total
	\$'000	\$'000	\$'000
Gross value as at 1 July 2001	694	830	1,524
Additions - Purchase of Assets	30	105	135
Revaluations: write-ups / (write downs)	0	(14)	(14)
Assets transferred in / (out)	0	0	0
Write-offs	0	(8)	(8)
Disposals	0	0	0
Gross value as at 30 June 2002	724	913	1,637
Accumulated depreciation / amortisation as at 1 July 2001	20	317	337
Disposals	0	0	0
Depreciation / amortisation charge for the year	115	98	213
Revaluations: write-ups / (write downs)	0	32	32
Assets transferred in / (out)	0	0	0
Write-offs	0	(7)	(7)
Accumulated depreciation / amortisation at 30 June 2002	135	440	575
Net book value as at 30 June 2002	589	473	1,062
Net book value as at 1 July 2001	674	513	1,187

7D Analysis of infrastructure, plant and equipment

Summary of balances of assets at valuation as at 30 June 2002

Item	Buildings - Leasehold Improvements	Plant and Equipment	Total
	\$'000	\$'000	\$'000
As at 30 June 2002			
Gross Value	551	901	1,452
Accumulated Depreciation	(92)	(440)	(532)
Net Book Value	459	461	920
As at 30 June 2001			
Gross Value	551	624	1,175
Accumulated Depreciation	0	(282)	(282)
Net Book Value	551	342	893

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

	2002	2001
	\$'000	\$'000
7E Inventories		
Inventories held for sale	140	266
Total	140	266
All inventories are current assets		
7F Other non-financial assets		
Other prepayments	324	150
Total	324	150
8 Provisions and Payables		
8A Provisions - Employees		
Salaries and wages	325	330
Annual leave	1,142	1,073
Long service leave	1,908	1,788
Aggregate employee entitlement liability	3,375	3,191
Employee provisions are categorised as follows:		
Current	1,436	855
Non-current	1,939	2,336
	3,375	3,191
8B Payables - Suppliers		
Trade creditors	388	409
Total	388	409
All supplier payables are current		
8C Payables - Income in advance		
Contract income	5,974	4,715
Total	5,974	4,715
All income in advance payables are current		
8D Payables - Other		
Lease Incentive Liability		
Current	71	72
Non-current	286	357
	357	429

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

9 Equity

Item	Asset							
	Capital		Accumulated Results		Revaluation Reserves		Total equity	
	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000	2002 \$'000	2001 \$'000
Balance 1 July	1,146	1,146	(1,203)	(1,254)	687	134	630	26
Operating result			157	51			157	51
Net revaluation increases/ (decreases)					(46)	553	(46)	553
Capital Use Charge			0	0			0	
Balance 30 June	1,146	1,146	(1,046)	(1,203)	641	687	741	630

10 Cash flow reconciliation

	2002 \$'000	2001 \$'000
Reconciliation of net cash flows used by operating activities to net cost of services.		
Operating surplus/(deficit)	157	51
Depreciation / amortisation of infrastructure, plant and equipment	213	153
Changes in assets and liabilities		
(Increase)decrease in receivables	(3,820)	1,853
(Increase)decrease in other assets	(172)	(4)
(Increase)decrease in inventory	126	(54)
Increase(decrease) in other payables	1,259	(727)
Increase(decrease) in liability to suppliers	(21)	(432)
Increase(decrease) in employee liabilities	184	190
Increase(decrease) in lease incentive liability	(72)	429
Net cash provided by operating activities	(2,146)	1,459

11 External Financing Arrangements

The Institute had no external financing arrangement in 2001-02.

12 Remuneration of Directors

The number of Directors of the Institute included in these figures are shown below in the relevant remuneration bands:

	2002	2001
• \$Nil - \$10,000	1	2
• \$10,001 - \$20,000	1	1
• \$20,001 - \$30,000	1	1
• \$30,001 - \$40,000	0	1
• \$40,001 - \$50,000	1	0
	4	5

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

	2002	2001
	\$	\$
Aggregate amount of superannuation payments in connection with the retirement of Directors	44,700	40,088
Other remuneration received or due and receivable by Directors of the Institute	254,317	230,016
Total remuneration received or due and receivable by Directors of the Institute	<u>299,017</u>	<u>270,104</u>

Directors of the Australian Institute of Health and Welfare are appointed from members of the Institute. The Officers receive no additional remuneration for these duties.

13 Related party disclosures

Directors of the Institute

The Directors of the Institute during the year were:

Dr Sandra Hacker (Chairperson)
Dr Richard Madden (Director)
Ms Elizabeth Davies
Ms Jane Halton
Mr Dennis Trewin
Dr Penny Gregory
Dr Tom Stubbs
Ms Linda Apelt
Ms Lyn Elliott (staff-elected member)
Mr Andrew Podger (to 17 January 2002)
Mr Tim Skinner (to 11 February 2002)

The aggregate remuneration of Directors is disclosed in Note 12.

14 Remuneration of Executive Officers

	2002	2001
The number of executive officers included in these figures are shown below in the relevant remuneration bands:		
• \$130,001 - \$140,000	0	3
• \$140,001 - \$150,000	1	0
• \$150,001 - \$160,000	1	0
• \$160,001 - \$170,000	1	0
	<u>3</u>	<u>3</u>

Income received or due and receivable by executive officers	<u>\$468,586</u>	<u>\$413,982</u>
---	------------------	------------------

The executive officer remuneration includes all officers concerned with or taking part in the management of the economic entity during 2001-02 except for the Director. Details in relation to the Director have been incorporated in Note 12 - Remuneration of Directors.

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

15 Remuneration of Auditors	2002	2001
Remuneration to the Auditor-General for auditing the financial statements for the reporting period.	\$15,000	\$15,000

No other services were provided by the Auditor-General during the reporting period.

16 Contingencies

As at the 30 June 2002, the Authority has no remote contingencies and no unquantifiable contingencies.

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

17 Financial Instruments

17A Terms, conditions and accounting policies

Financial Instruments	Notes	Accounting Policies and Methods (including recognition criteria and measurement basis)	Nature of underlying instrument (including significant terms and conditions affecting the amount, timing and certainty of cash flows)
Financial Assets		Financial assets are recognised when control over future economic benefits is established and the amount of the benefit can be reliably measured.	
Deposits at call	6A	Deposits are recognised at their nominal amounts. Interest is credited to revenue as it accrues.	Temporarily surplus funds, mainly from contracts, are placed on deposit at call with the Institute's banker. Interest is earned on the daily balance at the prevailing rate for money on call and is paid at month end.
Receivables for goods and services	6B	These receivables are recognised at the nominal amounts due less any provision for bad and doubtful debts. Provisions are made when collection of the debt is judged to be less rather than more likely.	Credit terms are net 14 days (202001; 14 days).
Other debtors	6B	As for receivables for goods and services.	As for receivables for goods and services.
Financial Liabilities		Financial liabilities are recognised when a present obligation to another party is entered into and the amount of the liability can be reliably measured.	
Trade creditors	8B	Creditors and accruals are recognised at their nominal amounts, being the amounts at which the liabilities will be settled. Liabilities are recognised to the extent that the goods or services have been received (and irrespective of having been invoiced).	Settlement is usually made net 30 days (202001; 30 days)

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

17B Interest rate risk

Financial Instrument	Notes	Floating interest rate		Non-Interest bearing		Total		Weighted Average Effective Interest Rate	
		2002	2001	2002	2001	2002	2001	2002	2001
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%	%
Financial assets (Recognised)									
Cash at bank and on hand	6A	470	1,515			470	1,515	3.30	2.70
Deposits at call	6A	4,467	5,703			4,467	5,703	4.02	5.24
Receivables for goods and services	6B			4,372	552	4,372	552	n/a	n/a
Total Financial Assets (Recognised)		4,937	7,218	3,936	552	9,309	7,770		
Total assets						10,835	9,374		

Financial Instrument	Notes	Floating interest rate		Non-Interest bearing		Total		Weighted Average Effective Interest Rate	
		2002	2001	2002	2001	2002	2001	2002	2001
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%	%
Financial Liabilities (Recognised)									
Trade Creditors	8B			388	409	388	409	n/a	n/a
Total Financial Liabilities (Recognised)				388	409	388	409		
Total liabilities						10,094	8,744		

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2002

17C Net fair values of financial assets and liabilities.

The net fair value of the Institute's financial assets and financial liabilities approximates their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form. The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the balance sheet and in the notes to and forming part of the accounts.

17D Credit risk exposures

Credit risk represents the loss that would be recognised if counterparties failed to perform as contracted. The credit risk on financial assets of the Institute is considered to be very low as the majority of the Institute's clients are Commonwealth Government agencies.

18 Appropriations

The Institute received \$8.032m in appropriations during the period out of the Consolidated Revenue Fund (2000-01: \$7.831m)

19 Average Staffing Levels

	<u>2,002</u>	<u>2,001</u>
The average staffing levels for the Institute during the year were:	160	153

20 Events Occurring after Reporting Date

There have been no events after Reporting Date that require the effects of included in the 2002 Financial Statements.



APPENDIX

2

LEGISLATION

Australian Institute of Health and Welfare Act 1987

Act No. 41 of 1987 as amended

This compilation was prepared on 5 November 2001
taking into account amendments up to Act No. 159 of 2001

The text of any of those amendments not in force
on that date is appended in the Notes section

Prepared by the Office of Legislative Drafting,
Attorney-General's Department, Canberra

Contents

PART I—PRELIMINARY	79
1 Short title [see Note 1]	
2 Commencement [see Note 1]	
3 Interpretation	
PART II—AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE	81
Division 1—Establishment, functions and powers of Institute	81
4 Establishment of Institute	
5 Functions of the Institute	
6 Powers of Institute	
7 Directions by Minister	
Division 2—Constitution and meetings of Institute	83
8 Constitution of Institute	
9 Acting members	
10 Remuneration and allowances	
11 Leave of absence	
12 Resignation	
13 Termination of appointment	
14 Disclosure of interests	
15 Meetings	
Division 3—Committees of Institute	88
16 Committees	
Division 4—Director of Institute	89
17 Director of Institute	
18 Functions of Director	
Division 5—Staff	89
19 Staff	
PART III—FINANCE	90
20 Money to be appropriated by Parliament	
22 Money of Institute	
23 Contracts	
24 Extra matters to be included in annual report	
25 Trust money and trust property	
26 Exemption from taxation	
PART IV—MISCELLANEOUS	91
27 Delegation by Institute	
28 Delegation by Director	
29 Confidentiality	
30 Restricted application of the <i>Epidemiological Studies (Confidentiality) Act 1981</i>	
31 Periodical reports	
32 Regulations	
NOTES	95

AN ACT TO ESTABLISH AN AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE, AND FOR RELATED PURPOSES

Part I—Preliminary

1 Short title [see Note 1]

This Act may be cited as the *Australian Institute of Health and Welfare Act 1987*.

2 Commencement [see Note 1]

This Act shall come into operation on a day to be fixed by Proclamation.

3 Interpretation

(1) In this Act, unless the contrary intention appears:

appoint includes re-appoint.

Chairperson means the Chairperson of the Institute.

Director means the Director of the Institute.

Ethics Committee means the Australian Institute of Health and Welfare Ethics Committee.

health-related information and statistics means information and statistics collected and produced from data relevant to health or health services.

Institute means the Australian Institute of Health and Welfare.

member means a member of the Institute.

production means compilation, analysis and dissemination.

State Health Minister means:

- (a) the Minister of the Crown for a State;
- (b) the Minister of the Australian Capital Territory; or
- (c) the Minister of the Northern Territory;

who is responsible, or principally responsible, for the administration of matters relating to health in the State, the Australian Capital Territory or the Northern Territory, as the case may be.

State Housing Department means the Department of State of a State or Territory that deals with matters relating to housing in the State or Territory.

State Housing Minister means:

- (a) the Minister of the Crown for a State; or
- (b) the Minister of the Australian Capital Territory; or
- (c) the Minister of the Northern Territory;

who is responsible, or principally responsible, for the administration of matters relating to housing in the State or Territory, as the case may be.

State Welfare Minister means:

- (a) the Minister of the Crown for a State; or
- (b) the Minister of the Australian Capital Territory; or
- (c) the Minister of the Northern Territory;

who is responsible, or principally responsible, for the administration of matters relating to welfare in the State or Territory, as the case may be.

trust money means money received or held by the Institute on trust.

trust property means property received or held by the Institute on trust.

welfare-related information and statistics means information and statistics collected and produced from data relevant to the provision of welfare services.

welfare services includes:

- (a) aged care services; and
 - (b) child care services (including services designed to encourage or support participation by parents in educational courses, training and the labour force); and
 - (c) services for people with disabilities; and
 - (d) housing assistance (including programs designed to provide access to secure housing in the long term and programs to provide access to crisis accommodation in the short term); and
 - (e) child welfare services (including, in particular, child protection and substitute care services); and
 - (f) other community services.
- (2) A reference in this Act to the Chairperson, the Director or a member, in relation to a time when a person is acting in the office of Chairperson, Director, or a member, includes a reference to that person.

Note: For the manner in which the Chairperson may be referred to, see section 18B of the *Acts Interpretation Act 1901*.

Part II—Australian Institute of Health and Welfare

DIVISION 1—ESTABLISHMENT, FUNCTIONS AND POWERS OF INSTITUTE

4 Establishment of Institute

- (1) There is hereby established a body to be known as the Australian Institute of Health and Welfare.
- (2) The Institute:
 - (a) is a body corporate with perpetual succession;
 - (b) shall have a common seal; and
 - (c) may sue and be sued in its corporate name.

Note: The *Commonwealth Authorities and Companies Act 1997* applies to the Institute. That Act deals with matters relating to Commonwealth authorities, including reporting and accountability, banking and investment, and conduct of officers.

- (3) All courts, judges and persons acting judicially shall take judicial notice of the imprint of the common seal of the Institute affixed to a document and shall presume that it was duly affixed.

5 Functions of the Institute

[Institute to have health-related and welfare-related functions]

- (1AA) The functions of the Institute are:
 - (a) the health-related functions conferred by subsection (1); and
 - (b) the welfare-related functions conferred by subsection (1A).

[Health-related functions]

- (1) The Institute's health-related functions are:
 - (a) to collect, with the agreement of the Australian Bureau of Statistics and, if necessary, with the Bureau's assistance, health-related information and statistics, whether by itself or in association with other bodies or persons;
 - (b) to produce health-related information and statistics, whether by itself or in association with other bodies or persons;
 - (c) to co-ordinate the collection and production of health-related information and statistics by other bodies or persons;
 - (d) to provide assistance, including financial assistance, for the collection and production of health-related information and statistics by other bodies or persons;
 - (e) to develop methods and undertake studies designed to assess the provision, use, cost and effectiveness of health services and health technologies;
 - (f) to conduct and promote research into the health of the people of Australia and their health services;
 - (g) to develop, in consultation with the Australian Bureau of Statistics, specialised statistical standards and classifications relevant to health and health services, and advise the Bureau on the data to be used by it for the purposes of health-related statistics;

- (h) subject to section 29, to enable researchers to have access to health-related information and statistics held by the Institute or by bodies or persons with whom contracts or arrangements have been entered into by the Institute;
- (j) to publish methodological and substantive reports on work carried out by or in association with the Institute under this subsection;
- (k) to make recommendations to the Minister on the prevention and treatment of diseases and the improvement and promotion of the health and health awareness of the people of Australia; and
- (m) to do anything incidental to any of the foregoing.

[Welfare-related functions]

(1A) The Institute's welfare-related functions are:

- (a) to collect, with the agreement of the Australian Bureau of Statistics, and, if necessary, with the Bureau's assistance, welfare-related information and statistics (whether by itself or in association with other bodies or persons); and
- (b) to produce welfare-related information and statistics (whether by itself or in association with other bodies or persons); and
- (c) to co-ordinate the collection and production of welfare-related information and statistics by other bodies or persons; and
- (d) to provide assistance (including financial assistance) for the collection and production of welfare-related information and statistics by other bodies or persons; and
- (e) to develop, in consultation with the Australian Bureau of Statistics, specialised statistical standards and classifications relevant to welfare services; and
- (f) subject to section 29, to enable researchers to have access to welfare-related information and statistics held by the Institute or by bodies or persons with whom contracts or arrangements have been entered into by the Institute; and
- (g) to publish methodological and substantive reports on work carried out by or in association with the Institute under this subsection; and
- (h) to do anything incidental to the functions conferred by paragraphs (a) to (g).

[Functions of Australian Bureau of Statistics not limited by this section]

(3) This section is not intended to limit the functions of the Australian Bureau of Statistics.

6 Powers of Institute

The Institute has power to do all things necessary or convenient to be done for or in connection with the performance of its functions and, in particular, has power:

- (a) to enter into contracts or arrangements, including contracts or arrangements with bodies or persons to perform functions on behalf of the Institute;
- (b) to acquire, hold and dispose of real or personal property;
- (c) to occupy, use and control any land or building owned or held under lease by the Commonwealth and made available for the purposes of the Institute;
- (d) to appoint agents and attorneys and act as an agent for other persons;

- (e) to accept gifts, grants, devises and bequests made to the Institute, whether on trust or otherwise, and to act as trustee of money or other property vested in the Institute on trust;
- (f) subject to section 29, to:
 - (i) release data to other bodies or persons; and
 - (ii) publish the results of any of its work; and
- (g) to do anything incidental to any of its powers.

7 Directions by Minister

- (1) The Minister may, by notice in writing delivered to the Chairperson, give a direction to the Institute with respect to the performance of its functions or the exercise of its powers.
 - (1A) The Minister must consult the Chairperson before giving any direction to the Institute.
 - (1B) The Minister must consult each State Health Minister before giving the direction if the direction relates to the Institute's health-related functions.
 - (1C) The Minister must consult each State Welfare Minister before giving the direction if the direction:
 - (a) relates to the Institute's welfare-related functions; and
 - (b) does not concern housing matters.
 - (1D) The Minister must consult each State Housing Minister before giving the direction if the direction:
 - (a) relates to the Institute's welfare-related functions; and
 - (b) concerns housing matters.
- (2) The Institute shall comply with any direction given under subsection (1).
- (3) This section does not affect the application of section 28 of the *Commonwealth Authorities and Companies Act 1997* in relation to the Institute.

DIVISION 2—CONSTITUTION AND MEETINGS OF INSTITUTE

8 Constitution of Institute

- (1) Subject to subsection (2), the Institute shall consist of the following members:
 - (a) the Chairperson;
 - (b) the Director;
 - (c) a member nominated by the Australian Health Ministers' Advisory Council;
 - (ca) a member nominated by the Standing Committee of Social Welfare Administrators;
 - (cb) a representative of the State Housing Departments nominated in the manner determined by the Minister;
 - (d) the Australian Statistician;
 - (e) the Secretary to the Department;
 - (f) a person nominated by the Minister who has knowledge of the needs of consumers of health services;

- (fa) a person nominated by the Minister who has knowledge of the needs of consumers of welfare services;
- (fb) a person nominated by the Minister who has knowledge of the needs of consumers of housing assistance services;
- (fc) a person nominated by the Minister who has expertise in research into public health issues;
- (g) 3 other members nominated by the Minister;
- (h) a member of the staff of the Institute elected by that staff.

(1AA) Without limiting the persons who may be nominated by the Minister, the Minister must:

- (a) before nominating the member referred to in paragraph (1)(f), seek recommendations from such bodies (if any) representing consumers of health services as are prescribed for the purpose; and
- (b) before nominating the member referred to in paragraph 8(1)(fa), seek recommendations from such bodies (if any) representing consumers of welfare services as are prescribed for the purpose; and
- (c) before nominating the member referred to in paragraph 8(1)(fb), seek recommendations from such bodies (if any) representing consumers of housing assistance services as are prescribed for the purpose; and
- (d) before nominating the member referred to in paragraph 8(1)(fc), seek recommendations from such peak public health research bodies (if any) as are prescribed for the purpose.

(1A) A recommendation for the purposes of paragraph (1)(f), (fa), (fb) or (fc):

- (a) may be made by one or more bodies; and
- (b) may contain one or more names.

(2) If the person referred to in paragraph (1)(d) or (e) is not available to serve as a member of the Institute, that person shall nominate a person to be a member of the Institute in lieu of himself or herself.

(3) The performance of the functions, or the exercise of the powers, of the Institute is not affected by reason only of:

- (a) a vacancy in the office of a member referred to in paragraph (1)(a), (b), (f), (fa), (fb), (fc) or (h);
- (b) the number of members referred to in paragraph (g) falling below 3 for a period of not more than 6 months;
- (ba) a vacancy of not more than 6 months duration in the office of a member referred to in paragraph (1)(c), (ca) or (cb);
- (c) a vacancy in the office of the member referred to in paragraph (1)(d) or (e) or the member (if any) nominated in lieu of that member under subsection (2).

(4) The following subsections have effect in relation to a member other than a member referred to in paragraph (1)(b), (d) or (e).

(5) Subject to this section, a member shall be appointed by the Governor-General.

- (5A) Subject to this Act, a member referred to in paragraph (1)(a), (c), (ca), (cb), (f), (fa), (fb), (fc) or (g) may be appointed on a full-time or a part-time basis and holds office for such period, not exceeding 3 years, as is specified in the instrument of appointment.
- (5B) Subject to this Act, a member elected under paragraph (1)(h) holds office on a part-time basis for a period of one year commencing on:
- (a) the day on which the poll for the election of the member is held; or
 - (b) if that day occurs before the expiration of the term of office of the person whose place the member fills—the day after the expiration of that term.
- (7) A member holds office on such terms and conditions (if any) in respect of matters not provided for by this Act as are determined by the Governor-General.
- (8) The appointment of a member is not invalid because of a defect or irregularity in connection with the member's nomination or appointment.

9 Acting members

- (1) The Minister may appoint a person to act in the office of Chairperson, of Director, or of member (other than the Chairperson or Director):
- (a) during a vacancy in the office, whether or not an appointment has previously been made to the office; or
 - (b) during any period, or during all periods, when the holder of the office is absent from duty or from Australia or is, for any other reason, unable to perform the functions of the office;
- but a person appointed to act during a vacancy shall not continue so to act for more than 12 months.
- (2) A person may resign appointment under this section by instrument in writing delivered to the Minister.
- (3) An appointment may be expressed to have effect only in such circumstances as are specified in the instrument of appointment.
- (4) The Minister may:
- (a) determine the terms and conditions of appointment, including remuneration and allowances, if any, of a person acting under subsection (1); and
 - (b) terminate such an appointment at any time.
- (5) Where a person is acting in an office and the office becomes vacant while that person is so acting, then, subject to subsection (3), the person may continue so to act until the Minister otherwise directs, the vacancy is filled or a period of 12 months from the date on which the vacancy occurred expires, whichever first happens.
- (6) While a person is acting in an office, the person has and may exercise all the powers, and shall perform all the functions and duties, of the holder of the office.
- (7) Anything done by or in relation to a person purporting to act under this section is not invalid by reason only that:
- (a) the occasion for the appointment of the person had not arisen;

- (b) there was a defect or irregularity in or in connection with the appointment;
- (c) the appointment had ceased to have effect; or
- (d) the occasion for the person to act had not arisen or had ceased.

10 Remuneration and allowances

- (1) Unless otherwise prescribed, a member shall be paid such remuneration as is determined by the Remuneration Tribunal.
- (2) A member shall be paid such allowances as are prescribed.
- (3) This section has effect subject to the *Remuneration Tribunal Act 1973*.

11 Leave of absence

- (1) A full-time member has such recreation leave entitlements as are determined by the Remuneration Tribunal.
- (2) The Minister may:
 - (a) grant a full-time member leave of absence, other than recreation leave, on such terms and conditions as to remuneration or otherwise as the Minister determines; and
 - (b) grant a part-time member leave of absence on such terms and conditions as to remuneration or otherwise as the Minister determines.

12 Resignation

A member may resign by instrument in writing delivered to the Governor-General.

13 Termination of appointment

- (1) The Governor-General may terminate the appointment of a member because of misbehaviour or physical or mental incapacity.
- (2) If a member:
 - (a) becomes bankrupt, applies to take the benefit of any law for the relief of bankrupt or insolvent debtors, compounds with creditors or assigns remuneration for their benefit;
 - (b) without reasonable excuse, contravenes section 27F or 27J of the *Commonwealth Authorities and Companies Act 1997*;
 - (c) being a full-time member who is paid remuneration under this Part:
 - (i) engages in paid employment outside his or her duties without the consent of the Minister; or
 - (ii) is absent from duty, without leave of absence for 14 consecutive days or for 28 days in any period of 12 months; or
 - (d) being a part-time member, is absent, without leave by the Minister, from 3 consecutive meetings of the Institute;
 the Governor-General may terminate the appointment of the member.

- (3) Where:
- (a) a member has been appointed under paragraph 8(1)(c), (ca) or (cb) or subsection 8(2) on the nomination of a body or person referred to in that paragraph or subsection, as the case may be, and the body or person notifies the Minister in writing that the nomination is withdrawn; or
 - (b) a member has been appointed under paragraph 8(1)(g) on the nomination of the Minister and the Minister withdraws his or her nomination of the member; or
 - (c) a member has been elected under paragraph 8(1)(h) and the member ceases to be a member of the staff of the Institute;
- the Governor-General shall terminate the appointment of the member.

14 Disclosure of interests

- (3) Sections 27F and 27J of the *Commonwealth Authorities and Companies Act 1997* do not apply to an interest of a member referred to in paragraph 8(1)(c), (ca), (cb) or (h) or a member nominated under subsection 8(2), being an interest that the member has by reason only of having been nominated by a body or person referred to in that paragraph or subsection.

15 Meetings

- (1) Subject to this section, meetings of the Institute shall be held at such times and places as the Institute determines.
- (2) The Institute shall meet at least once every 4 months.
- (3) The Chairperson:
 - (a) may at any time convene a meeting; and
 - (b) shall convene a meeting on receipt of a written request signed by not fewer than 3 members.
- (4) The Minister may convene such meetings as the Minister considers necessary.
- (5) At a meeting:
 - (a) if the Chairperson is present, the Chairperson shall preside;
 - (b) if the Chairperson is absent, the members present shall appoint one of their number to preside;
 - (c) a majority of the members for the time being constitute a quorum;
 - (d) all questions shall be decided by a majority of the votes of the members present and voting; and
 - (e) the member presiding has a deliberative vote and, if necessary, also has a casting vote.
- (6) The Institute shall keep minutes of its proceedings.
- (7) The Institute shall regulate the procedure of its meetings as it thinks fit.

DIVISION 3—COMMITTEES OF INSTITUTE

16 Committees

- (1) The Institute shall appoint a committee to be known as the Australian Institute of Health and Welfare Ethics Committee.
- (2) The functions and composition of the Ethics Committee shall be as prescribed.
- (3) Regulations for the purpose of subsection (2) must not be inconsistent with recommendations of the National Health and Medical Research Council.
- (4) The Institute may appoint such other committees as it thinks fit to assist it in performing its functions.
- (5) The functions and composition of a committee appointed under subsection (4) shall be as determined from time to time in writing by the Institute.
- (6) The succeeding subsections of this section apply in relation to a committee appointed under subsection (1) or (4).
- (7) The members of a committee may include members of the Institute.
- (8) A member of a committee holds office for such period as is specified in the instrument of appointment.
- (9) A member of a committee may resign by instrument in writing delivered to the Institute.
- (10) Except where the Minister otherwise directs in writing, a member of a committee shall be paid such remuneration as is determined by the Remuneration Tribunal.
- (11) A member of a committee (other than a member of the Institute) shall be paid such allowances as are prescribed.
- (12) Subsections (9) and (10) have effect subject to the *Remuneration Tribunal Act 1973*.
- (13) A member of a committee must disclose at a meeting of the committee any pecuniary or other interest:
 - (a) that the member has directly or indirectly in a matter being considered, or about to be considered by the committee; and
 - (b) that would conflict with the proper performance of the member's functions in relation to the consideration of the matter.The member must make the disclosure as soon as practicable after he or she knows of the relevant facts.
- (14) The disclosure must be recorded in the minutes of the meeting.
- (15) Subsection (13) does not apply to an interest held by a member described in paragraph 8(1)(c), (ca), (cb) or (h) or subsection 8(2) merely because the member was nominated by a body or person mentioned in that paragraph or subsection.

DIVISION 4—DIRECTOR OF INSTITUTE

17 Director of Institute

- (1) There shall be a Director of the Institute.
- (2) The Director shall be appointed by the Minister on the recommendation of the Institute.
- (3) The Director shall be appointed on a full-time or part-time basis for such period, not exceeding 5 years, as is specified in the instrument of appointment.
- (5) The Director holds office on such terms and conditions (if any) in respect of matters not provided for by this Act as are determined by the Minister.
- (6) The appointment of the Director is not invalid because of a defect or irregularity in connection with the appointment or the recommendation by the Institute.
- (7) The Director shall not be present during any deliberation, or take part in any decision, of the Institute with respect to the appointment of the Director.
- (8) Sections 11 and 14 apply to the Director.
- (9) Sections 12 and 13 apply to the Director as if references in those sections to the Governor-General were references to the Minister.

18 Functions of Director

- (1) The Director shall manage the affairs of the Institute subject to the directions of, and in accordance with policies determined by, the Institute.
- (2) All acts and things done in the name of, or on behalf of, the Institute by the Director shall be deemed to have been done by the Institute.

DIVISION 5—STAFF

19 Staff

- (1) The staff required for the purposes of this Act shall be:
 - (a) persons engaged under the *Public Service Act 1999*; and
 - (b) persons appointed or employed by the Institute.
- (2) For the purposes of the *Public Service Act 1999*:
 - (a) the Director and the APS employees assisting the Director together constitute a Statutory Agency; and
 - (b) the Director is the Head of that Statutory Agency.
- (3) The Institute may engage as advisers or consultants persons having suitable qualifications and experience.
- (4) The terms and conditions of appointment or employment of members of the staff referred to in paragraph (1)(b) are such as are determined by the Institute.
- (5) The terms and conditions of engagement of advisers or consultants are such as are determined by the Institute.

Part III—Finance

20 Money to be appropriated by Parliament

- (1) There is payable to the Institute such money as is appropriated by the Parliament for the purposes of the Institute.
- (2) The Minister for Finance may give directions as to the means in which, and the times at which, money referred to in subsection (1) is to be paid to the Institute.

22 Money of Institute

- (1) The money of the Institute consists of:
 - (a) money paid to the Institute under section 20; and
 - (b) any other money, other than trust money, paid to the Institute.
- (2) The money of the Institute shall be applied only:
 - (a) in payment or discharge of the expenses, charges, obligations and liabilities incurred or undertaken by the Institute in the performance of its functions and the exercise of its powers;
 - (b) in payment of remuneration and allowances payable under this Act; and
 - (c) in making any other payments required or permitted to be made by the Institute.
- (3) Subsection (2) does not prevent investment of surplus money of the Institute under section 18 of the *Commonwealth Authorities and Companies Act 1997*.

23 Contracts

The Institute shall not, except with the written approval of the Minister:

- (a) enter into a contract involving the payment or receipt by the Institute of an amount exceeding \$200,000 or such higher amount as is prescribed; or
- (b) enter into a lease of land for a period of 10 years or more.

24 Extra matters to be included in annual report

- (2) A report on the Institute under section 9 of the *Commonwealth Authorities and Companies Act 1997* must, in respect of each direction given under subsection 7(1) that is applicable to the period to which the report relates, include:
 - (a) particulars of the direction; or
 - (b) where the Institute considers that the particulars contain information concerning a person or are of a confidential nature—a statement that a direction was given.

25 Trust money and trust property

- (1) The Institute:
 - (a) shall pay trust money into an account or accounts referred to in subsection 18(2) of the *Commonwealth Authorities and Companies Act 1997* containing no money other than trust money;
 - (b) shall apply or deal with trust money and trust property only in accordance with the powers and duties of the Institute as trustee; and

- (c) may only invest trust money:
 - (i) in any manner in which the Institute is authorised to invest the money by the terms of the trust; or
 - (ii) in any manner in which trust money may be lawfully invested.

26 Exemption from taxation

The income, property and transactions of the Institute are not subject to taxation (including taxation under the *Bank Account Debits Tax Act 1982*) under any law of the Commonwealth or of a State or Territory.

Part IV—Miscellaneous

27 Delegation by Institute

- (1) The Institute may, either generally or as otherwise provided by the instrument of delegation, by writing under its common seal:
 - (a) delegate to a member;
 - (b) delegate to a member of the staff of the Institute; and
 - (c) with the approval of the Minister—delegate to any other person or body; all or any of the Institute's powers or functions under this Act, other than this power of delegation.
- (2) A power or function so delegated, when exercised or performed by the delegate, shall, for the purposes of this Act, be deemed to have been exercised or performed by the Institute.
- (3) A delegation does not prevent the exercise of a power or performance of a function by the Institute.

28 Delegation by Director

- (1) The Director may, either generally or as otherwise provided by the instrument of delegation, by instrument in writing:
 - (a) delegate to a member;
 - (b) delegate to a member of the staff of the Institute; or
 - (c) with the approval of the Minister—delegate to any other person or body; all or any of the Director's powers and functions under this Act, other than this power of delegation.
- (2) A power or function so delegated, when exercised or performed by the delegate, shall, for the purposes of this Act, be deemed to have been exercised or performed by the Director.
- (3) A delegation does not prevent the exercise of a power or performance of a function by the Director.

29 Confidentiality

- (1) Subject to this section, a person (in this subsection called the *informed person*) who has:
 - (a) any information concerning another person (which person is in this section called an *information subject*), being information acquired by the informed person because of:
 - (i) holding an office, engagement or appointment, or being employed, under this Act;
 - (ii) performing a duty or function, or exercising a power, under or in connection with this Act; or
 - (iii) doing any act or thing under an agreement or arrangement entered into by the Institute; or
 - (b) any document relating to another person (which person is in this section also called an *information subject*), being a document furnished for the purposes of this Act;

shall not, except for the purposes of this Act, either directly or indirectly:

- (c) make a record of any of that information or divulge or communicate any of that information to any person (including an information subject);
- (d) produce that document to any person (including an information subject); or
- (e) be required to divulge or communicate any of that information to a court or to produce that document in a court.

Penalty: \$2,000 or imprisonment for 12 months, or both.

- (2) Subject to subsections (2A) and (2B), nothing in this section prohibits:
 - (a) a person from divulging or communicating information, or producing a document, to the Minister if it does not identify an information subject;
 - (b) a person from divulging or communicating information, or producing a document, to a person specified in writing by the person (in this subsection called the *information provider*) who divulged or communicated the information, or produced the document, directly to the Institute;
 - (c) a person from divulging or communicating information, or producing a document, to a person specified in writing by the Ethics Committee if to do so is not contrary to the written terms and conditions (if any) upon which the information provider divulged or communicated the information, or produced the document, directly to the Institute; or
 - (d) the publication of conclusions based on statistics derived from, or of particulars of procedures used in, the work of the Institute, if:
 - (i) to do so is not contrary to the written terms and conditions (if any) upon which an information provider divulged or communicated information relevant to the publication, or produced a document relevant to the publication, directly to the Institute; and
 - (ii) the publication does not identify the information subject.

- (2A) Paragraph (2)(c) applies only to information that is health-related or welfare-related information and statistics.
- (2B) Paragraph (2)(c) applies to a document only to the extent to which the document contains health-related or welfare-related information and statistics.
- (3) A person to whom information is divulged or communicated, or a document is produced, under paragraph (2)(a), (b) or (c), and any person under the control of that person is, in respect of that information or document, subject to subsection (1) as if the person were a person exercising powers, or performing duties or functions, under this Act and had acquired the information or document in the exercise of those powers or the performance of those duties or functions.
- (4) In this section:
 - (a) *court* includes any tribunal, authority or person having power to require the production of documents or the answering of questions;
 - (b) *person* includes a body or association of persons, whether incorporated or not, and also includes:
 - (i) in the case of an information provider—a body politic; or
 - (ii) in the case of an information subject—a deceased person;
 - (c) *produce* includes permit access to;
 - (d) *publication*, in relation to conclusions, statistics or particulars, includes:
 - (i) the divulging or communication to a court of the conclusions, statistics or particulars; and
 - (ii) the production to a court of a document containing the conclusions, statistics or particulars; and
 - (e) a reference to information concerning a person includes:
 - (i) a reference to information as to the whereabouts, existence or non-existence of a document concerning a person; and
 - (ii) a reference to information identifying a person or body providing information concerning a person.

30 Restricted application of the *Epidemiological Studies (Confidentiality) Act 1981*

- (1) The *Epidemiological Studies (Confidentiality) Act 1981* (in this section called the *Confidentiality Act*) does not apply to anything done in the exercise of a power or performance of a function under this Act.
- (2) Notwithstanding the Confidentiality Act, a person who has assisted, or is assisting in, the conduct of a prescribed study or an epidemiological study may, at the written request of the Institute:
 - (a) communicate to the Institute any information acquired by the person because of having assisted, or assisting, in the conduct of that study; and
 - (b) give the Institute access to documents prepared or obtained in the conduct of that study.
- (3) It is a defence to a prosecution under the Confidentiality Act if it is established that the information was communicated or access to a document was given, as the case may be, in accordance with a written request by the Institute.

- (4) In this section:
 - (a) *epidemiological study* has the same meaning as in the Confidentiality Act; and
 - (b) *prescribed study* has the same meaning as in the Confidentiality Act.

31 Periodical reports

- (1) The Institute shall prepare and, as soon as practicable, and in any event within 6 months:
 - (a) after 31 December 1987—shall submit to the Minister a health report for the period commencing on the commencement of this Act and ending on that date; and
 - (b) after 31 December 1989 and every second 31 December thereafter—shall submit to the Minister a health report for the 2 year period ending on that 31 December.
- (1A) The Institute must submit to the Minister:
 - (a) as soon as practicable after (and in any event within 6 months of) 30 June 1993, a welfare report prepared by the Institute for the period:
 - (i) beginning on the day on which the *Australian Institute of Health Amendment Act 1992* commences; and
 - (ii) ending on 30 June 1993; and
 - (b) as soon as practicable after (and in any event within 6 months of) 30 June 1995 and every second 30 June thereafter, a welfare report for the 2 year period ending on that 30 June.
- (2) The Institute may at any time submit to the Minister:
 - (a) a health or welfare report for any period; or
 - (b) a report in respect of any matter relating to the exercise of the powers, or the performance of the functions, of the Institute or its committees under this Act.
- (3) A health report shall provide:
 - (a) statistics and related information concerning the health of the people of Australia; and
 - (b) an outline of the development of health-related information and statistics by the Institute, whether by itself or in association with other persons or bodies;during the period to which the report relates.
- (3A) A welfare report must provide:
 - (a) statistics and related information concerning the provision of welfare services to the Australian people; and
 - (b) an outline of the development of welfare-related information and statistics by the Institute, whether by itself or in association with other persons or bodies;during the period to which the report relates.

- (4) The Minister shall cause a copy of a report submitted under subsection (1) or (1A) to be laid before each House of the Parliament within 15 sitting days of that House after the day on which the Minister receives the report.
- (5) The Minister may cause a copy of a report submitted under subsection (2) to be laid before each House of the Parliament.

32 Regulations

The Governor-General may make regulations, not inconsistent with this Act, prescribing matters required or permitted by this Act to be prescribed.

Notes to the *Australian Institute of Health and Welfare Act 1987*

NOTE 1

The *Australian Institute of Health and Welfare Act 1987* as shown in this compilation comprises Act No. 41, 1987 amended as indicated in the Tables below.

All relevant information pertaining to application, saving or transitional provisions prior to 28 June 2001 is not included in this compilation. For subsequent information *see* Table A.

TABLE OF ACTS

Act	Number and year	Date of assent	Date of commencement	Application, saving or transitional provisions
<i>Australian Institute of Health Act 1987</i>	41, 1987	5 June 1987	1 July 1987 (<i>see Gazette</i> 1987, No. S144)	—
<i>Community Services and Health Legislation Amendment Act 1988</i>	79, 1988	24 June 1988	Part III (ss. 7–9): Royal Assent (a)	—
<i>Community Services and Health Legislation Amendment Act 1989</i>	95, 1989	28 June 1989	Part 2 (ss. 3–6): Royal Assent (b)	—
<i>Industrial Relations Legislation Amendment Act 1991</i>	122, 1991	27 June 1991	Ss. 4(1), 10(b) and 15–20: 1 Dec 1988 Ss. 28(b)–(e), 30 and 31: 10 Dec 1991 (<i>see Gazette</i> 1991, No. S332) Remainder: Royal Assent	S. 31(2)
<i>Prime Minister and Cabinet Legislation Amendment Act 1991</i>	199, 1991	18 Dec 1991	18 Dec 1991	—
<i>Australian Institute of Health Amendment Act 1992</i>	16, 1992	6 Apr 1992	4 May 1992	—

Act	Number and year	Date of assent	Date of commencement	Application, saving or transitional provisions
<i>Audit (Transitional and Miscellaneous) Amendment Act 1997</i>	152, 1997	24 Oct 1997	Schedule 2 (items 324–337): 1 Jan 1998 (see <i>Gazette</i> 1997, No. GN49) (c)	—
<i>Public Employment (Consequential and Transitional) Amendment Act 1999</i>	146, 1999	11 Nov 1999	Schedule 1 (items 195–197) 5 Dec 1999 (see <i>Gazette</i> 1999, No. S584) (d)	—
<i>Corporate Law Economic Reform Program Act 1999</i>	156, 1999	24 Nov 1999	Schedule 10 (items 35–37): 13 Mar 2000 (see <i>Gazette</i> 2000, No. S114) (e)	—
<i>Health Legislation Amendment Act (No. 2) 2001</i>	59, 2001	28 June 2001	Schedule 3 (items 7–10): 15 Dec 1998 (see s. 2(2)) Schedule 3 (item 12): 1 Jan 1999 Remainder: Royal Assent	Sch. 1 (items 4, 9) [see Table A]
<i>Abolition of Compulsory Age Retirement (Statutory Officeholders) Act 2001</i>	159, 2001	1 Oct 2001	29 Oct 2001	Sch 1 (item 97) [see Table A]

- (a) The *Australian Institute of Health and Welfare Act 1987* was amended by Part III (sections 7–9) only of the *Community Services and Health Legislation Amendment Act 1988*, subsection 2(1) of which provides as follows:
(1) Sections 1, 2, 7, 8, 9, 10, 13, 15 and 17 and paragraph 20(b) commence on the day on which this Act receives the Royal Assent.
- (b) The *Australian Institute of Health and Welfare Act 1987* was amended by Part 2 (sections 3–6) only of the *Community Services and Health Legislation Amendment Act 1989*, subsection 2(1) of which provides as follows:
(1) Subject to subsections (2), (3), (4), (5), (6), (7), (8), (9) and (10), this Act commences on the day on which it receives the Royal Assent.
- (c) The *Australian Institute of Health and Welfare Act 1987* was amended by Schedule 2 (items 324–337) only of the *Audit (Transitional and Miscellaneous) Amendment Act 1997*, subsection 2(2) of which provides as follows:
(2) Schedules 1, 2 and 4 commence on the same day as the *Financial Management and Accountability Act 1997*.
- (d) The *Australian Institute of Health and Welfare Act 1987* was amended by Schedule 1 (items 195–197) only of the *Public Employment (Consequential and Transitional) Amendment Act 1999*, subsections 2(1) and (2) of which provide as follows:
(1) In this Act, **commencing time** means the time when the *Public Service Act 1999* commences.
(2) Subject to this section, this Act commences at the commencing time.
- (e) The *Australian Institute of Health and Welfare Act 1987* was amended by Schedule 10 (items 35–37) only of the *Corporate Law Economic Reform Program Act 1999*, subsection 2(2)(c) of which provides as follows:
(2) The following provisions commence on a day or days to be fixed by Proclamation:
(c) the items in Schedules 10, 11 and 12.

TABLE OF AMENDMENTS

ad. = added or inserted am. = amended rep. = repealed rs. = repealed and substituted

Provision affected	How affected
Title	am. No. 16, 1992
S. 1	am. No. 16, 1992
S. 3	am. No. 95, 1989; No. 16, 1992; No. 152, 1997; No. 59, 2001
Note to s. 3	ad. No. 152, 1997
Heading to Part II	am. No. 16, 1992
S. 4	am. No. 16, 1992; No. 152, 1997
S. 5	am. No. 16, 1992
S. 7	am. No. 95, 1989; No. 16, 1992; No. 152, 1997
S. 8	am. No. 16, 1992; Nos. 59 and 159, 2001
S. 10	am. No. 16, 1992
S. 11	rs. No. 122, 1991 am. No. 146, 1999
S. 13	am. No. 122, 1991; No. 16, 1992; No. 152, 1997; No. 156, 1999
S. 14	am. No. 79, 1988; No. 16, 1992; No. 152, 1997; No. 156, 1999
S. 16	am. No. 16, 1992; No. 152, 1997; No. 59, 2001
S. 17	am. No. 16, 1992
S. 19	am. No. 199, 1991; No. 146, 1999
S. 21	rep. No. 152, 1997
S. 22	am. No. 152, 1997
Heading to s. 24	rs. No. 152, 1997
S. 24	am. No. 79, 1988; No. 152, 1997
S. 25	am. No. 152, 1997
S. 29	am. No. 95, 1989; No. 16, 1992; No. 59, 2001
S. 31	am. No. 16, 1992
Schedule	ad. No. 16, 1992 rep. No. 59, 2001

Table A

APPLICATION, SAVING OR TRANSITIONAL PROVISIONS

Health Legislation Amendment Act (No. 2) 2001 (No. 59, 2001)

SCHEDULE 1

4 Application

The amendments made by this Part apply to appointments made after the commencement of this Part.

9 Transitional provision

- (1) Immediately after the commencement of this item, the Institute is taken to have appointed each member of the former Ethics Committee as a member of the Australian Institute of Health and Welfare Ethics Committee.
- (2) The appointment of each such member is taken to end at the time when the member's term of appointment as a member of the former Ethics Committee would have ended under the instrument appointing the person as a member of that Committee.
- (3) In this item:
former Ethics Committee means the Health Ethics Committee of the Australian Institute of Health and Welfare, within the meaning of the *Australian Institute of Health and Welfare Act 1987* as in force immediately before the commencement of this item.

Abolition of Compulsory Age Retirement (Statutory Officeholders) Act 2001 (No. 159, 2001)

SCHEDULE 1

97 Application of amendments

The amendments made by this Schedule do not apply to an appointment if the term of the appointment began before the commencement of this item.

AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE ETHICS COMMITTEE REGULATIONS 1989

Statutory Rules 1989 No. 118 as amended

made under the **Health Act 1987**

This compilation was prepared on 5 April 2002 taking into account amendments up to SR 2002 No. 62

Prepared by the Office of Legislative Drafting, Attorney-General's Department, Canberra

Contents

1	Name of Regulations [see Note 1]	3
2	Definition	3
3	Functions	3
4	Composition	4
	Notes	5

1 Name of Regulations [see Note 1]

These Regulations are the *Australian Institute of Health and Welfare Ethics Committee Regulations 1989*.

2 Definition

In these Regulations:

identifiable data means data from which an individual can be identified.

3 Functions

The functions of the Ethics Committee are:

- (a) to form an opinion, on ethical grounds, about the acceptability of, and to impose any conditions that it considers appropriate on:
 - (i) activities that are being, or are proposed to be, engaged in by the Institute in the performance of its functions; and
 - (ii) activities that are being, or are proposed to be, engaged in by other bodies or persons in association with, or with the assistance of, the Institute in the performance of its functions; and
 - (iii) the release, or proposed release, of identifiable data by the Institute for research purposes;

having regard to any relevant ethical principles and standards formulated or adopted by the National Health and Medical Research Council and to any other matters that the Ethics Committee considers relevant;

- (b) where appropriate, to revise an opinion so formed or to form another opinion;
- (c) to inform the Institute from time to time of the opinions so formed or as revised and its reasons for forming or revising those opinions; and
- (d) to provide a written annual report of the Ethics Committee's operations to the Institute.

4 Composition

The Ethics Committee is to consist of the following members:

- (a) a chairperson;
- (b) the Director of the Institute or a nominee of the Director;
- (c) a person with knowledge of, and current experience in, the professional care, counselling or treatment of people;
- (d) a person with knowledge of, and current experience in, the areas of research that are regularly considered by the Ethics Committee;
- (e) a nominee of the person in each State and Territory who is responsible for registering births, deaths and marriages in that State or Territory;
- (f) a minister of religion or a person who performs a similar role in a community;
- (g) a lawyer;
- (h) at least 1 person of each gender who is able to represent general community attitudes, is not affiliated with the Institute and is not currently involved in medical, scientific or legal work.

Examples for paragraph (c)

A medical practitioner, a clinical psychologist, a social worker or a nurse.

Example for paragraph (f)

An Aboriginal elder.

Notes to the Australian Institute of Health and Welfare Ethics Committee Regulations 1989

Note 1

The *Australian Institute of Health and Welfare Ethics Committee Regulations 1989* (in force under the *Health Act 1987*) as shown in this compilation comprise Statutory Rules 1989 No. 118 amended as indicated in the Tables below.

TABLE OF STATUTORY RULES

Year and number	Date of notification in Gazette	Date of commencement	Application, saving or transitional provisions
1989 No. 118	21 June 1989	21 June 1989	
2002 No. 62	5 Apr 2002	5 Apr 2002	—

TABLE OF AMENDMENTS

ad. = added or inserted am. = amended rep. = repealed rs. = repealed and substituted

Provision affected	How affected
Rr. 1, 2	rs. 2002 No. 62
R. 3	am. 2002 No. 62
R. 4	rs. 2002 No. 62



APPENDIX 3

Board members

Board members' qualifications, current positions and details of meetings attended from 1 July 2001 to 30 June 2002

Board member	Number of meetings attended
Dr Sandra Hacker, MB, BS(Melb), DPM, FRANZCP, FAICD Psychiatrist (private practice), Liaison Psychiatrist, Heart-Lung Transplant Unit, Alfred Hospital	4
Ms Elizabeth Davies, BA (Newcastle), Dip Ed (Syd) Executive Director, Family Services Australia, Representing consumers of welfare services	4
Ms Jane Halton, BA (Hons) Secretary, Department of Health and Ageing (from 18 January 2002)	2
Mr Andrew Podger, BSc (Hons) (Syd) Secretary, Department of Health and Ageing (to 17 January 2002)	2
Mr Dennis Trewin, BSc (Hons) (Melb), BEc (ANU), MSc (London School of Economics) Australian Statistician, Australian Bureau of Statistics (from 12 February 2002)	1
Mr Tim Skinner, BA, Dip Ed Deputy Australian Statistician, Australian Bureau of Statistics (to 11 February 2002)	2
Dr Penny Gregory, PhD (ANU) Chief Executive, ACT Community Care Representative of Australian Health Ministers' Advisory Committee	2
Dr Tom Stubbs, BSc (Hons) (Adel), PhD, Dip Ed, Licentiate of Music Executive Director, Metropolitan Health Division, SA Department of Human Services Representative of the Community Services Ministers' Advisory Council	4
Ms Linda Apelt, Dip Teach, B Ed, Grad Dip (Counselling), M Ed Studies Director General, Qld Department of Housing Representative of the State and Territory Housing Department	3
Dr Richard Madden, BSc (Syd), PhD (Princeton), FIA, FIAA Director, Australian Institute of Health and Welfare	4
Ms Lyn Elliott, BA (Comm) (CCAE) Staff representative	4

Note: A representative of the Secretary, Department of Family and Community Services, attended and participated in Board meetings. The National Health and Medical Research Council (NHMRC) and the AIHW have reciprocal arrangements to observe AIHW Board and NHMRC Council meetings respectively.



APPENDIX

4

Audit and Finance Committee members

Audit and Finance Committee members' qualifications, current positions and details of meetings attended from 1 July 2001 to 30 June 2002

Committee member	Number of meetings attended
Ms Linda Apelt, Dip Teach, B Ed, Grad Dip (Counselling), M Ed Studies Director General, Qld Department of Housing (Chair)	4
Dr Sandra Hacker, MB BS (Melb), DPM, FRANZCP, FAICD (Chair, AIHW Board) Psychiatrist (private practice), Liaison Psychiatrist, Heart-Lung Transplant Unit, Alfred Hospital	4
Ms Elizabeth Davies, BA (Newcastle), Dip Ed (Syd) Executive Director, Family Services Australia	3



APPENDIX

5

Freedom of information

As required by s. 8 of the *Freedom of Information Act 1982*, the following information is published regarding the organisation and functions of the AIHW, and how members of the public can gain access to documents held by the AIHW.

ORGANISATION AND FUNCTIONS OF THE AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE

Chapter 1 of this report provides details of the organisation and functions of the AIHW.

POWERS

The AIHW is a body established under the *Commonwealth Authorities and Companies Act 1997*. The Act provides a range of administrative powers to be exercised by the Chair of the Board and the AIHW's Director. Some of these powers have been delegated to various AIHW staff.

CONSULTATIVE ARRANGEMENTS

The composition of the AIHW Board, prescribed in s. 8 of the *Australian Institute of Health and Welfare Act 1987* (see Appendix 2, page 77), enables participation on the Board by a broad range of bodies or persons outside the Commonwealth administration.

The AIHW consults with a wide range of constituents through its membership of national committees (see Appendix 9, page 125).

The AIHW has established a number of topic-specific steering committees which include bodies and persons from outside the Commonwealth administration to advise the AIHW regarding its major reports.

CATEGORIES OF DOCUMENTS IN POSSESSION OF THE AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE

Documents available to the public upon payment of a fee

The AIHW does not hold any documents of this type.

Documents available for purchase or available free of charge

The AIHW produces a range of reports. A complete list of reports produced in 2001–02 is available at Appendix 8, page 115. The reports are available free of charge on the web site www.aihw.gov.au, or can be purchased through the web site or from AusInfo shops.

Australian Institute of Health and Welfare data

The AIHW makes available through its web site unidentifiable aggregated data on a series of data 'cubes' (see Chapter 2).

Data collected under the *Australian Institute of Health and Welfare Act 1987* are protected by the confidentiality provisions (s. 29) of that Act and this establishes constraints on the availability of the data to third parties.

Australian Institute of Health and Welfare seminar program

The AIHW retains documents on topics included on the AIHW seminar program, which is conducted for staff. Visitors are welcome to some seminars.

Government and Parliament

Some ministerial briefings, ministerial correspondence, replies to Parliamentary questions and tabling documents.

Meeting proceedings

Agenda papers and records of proceedings of internal and external meetings and workshops.

Business management

Documents related to the development and management of the AIHW's work program and documents relating to business and personnel management.

Privacy

The AIHW supplies information on the extent and nature of its holdings of personal information for inclusion in the *Personal Information Digest* published by the Office of the Federal Privacy Commissioner.

FREEDOM OF INFORMATION REQUESTS

There were no requests made under the *Freedom of Information Act 1982* during 2001–02.

FREEDOM OF INFORMATION ENQUIRIES

All enquiries concerning access to documents under the *Freedom of Information Act 1982* may be directed to the Freedom of Information Contact Officer, Australian Institute of Health and Welfare, GPO Box 570, Canberra ACT 2601; telephone (02) 6244 1033.



APPENDIX

6

Staffing

Staff numbers have remained constant over the past 2 years (the number of staff at 30 June 2000 was 183). The proportion employed as ongoing has increased from 60% at 30 June 2000 to 72% at 30 June 2001 and 75% at 30 June 2002.

TABLE 1: STAFF BY CATEGORY OF EMPLOYMENT AT 30 JUNE 2002

Status	Female	Male	Total (30 June 2002)	Total (30 June 2001)
Ongoing				
Full-time	59	44	103	100
Part-time	24	2	26	21
Leave without pay	10	2	12	12
Non-ongoing				
Full-time	24	10	34	40
Part-time	11	1	12	11
Leave without pay	0	0	0	0
Total	128	59	187	184

Notes:

'Ongoing staff' refers to staff employed on an ongoing basis, including ongoing staff on transfer from other Australian Public Service agencies.

'Non-ongoing staff' refers to staff employed on contracts of employment for specified terms and specified tasks.

TABLE 2: STAFF BY LEVEL AT 30 JUNE 2002

Status	Female	Male	Total (30 June 2002)	Total (30 June 2001)
Senior Executive Service Band 1	2	1	3	3
Executive Level 2	9	12	21	26
Executive Level 1	30	26	56	57
APS Level 6	40	13	53	42
APS Level 5	21	3	24	20
APS Level 4	13	4	17	21
APS Level 3	7	0	7	8
APS Level 2	6	0	6	7
Total	128	59	187	184

Some 68% of staff are female, 19% of staff identified themselves as being from non-English-speaking backgrounds (either first or second generation) and 2% identified as having a disability. Our data are likely to underestimate the degree of workplace diversity because, in common with many other agencies, provision of this information is voluntary and often under-reported.



APPENDIX

7

Unit Heads

EXECUTIVE UNIT

Margaret Fisher, GradDipT & DM, MBus, (CSU)

Health Division

CARDIOVASCULAR DISEASE, DIABETES AND RISK FACTOR MONITORING

Paul Magnus, MB, BS (WA)

HEALTH REGISTERS AND CANCER MONITORING

John Harding, BA (Macquarie)

POPULATION HEALTH DATA AND INFORMATION SERVICES

Mark Cooper-Stanbury, BSc (ANU)

HOSPITALS AND MENTAL HEALTH SERVICES

Jenny Hargreaves, BSc (Hons) (ANU), Grad Dip Population Health (ANU)

POPULATION HEALTH

Paul L Jelfs, BSc (Hons), PhD (UNSW)

HEALTH MONITORING AND DEVELOPMENT

Kuldeep Bhatia, PhD (ANU), PhD (Panjab)

SUMMARY MEASURES

John Goss, BEc, BSc (ANU), Grad Dip Nutr Diet (QIT)

MEDICAL ADVISER

Paul Magnus, MB, BS (WA)

Welfare Division

AGEING AND AGED CARE

Anne Jenkins, BSc, Grad Dip Psych, PhD (ANU)

CHILDREN, YOUTH AND FAMILY SERVICES

Helen Moyle, BA (Hons) (East Anglia), MA (La Trobe)

DISABILITY SERVICES

Rosamond Madden, BSc (Hons), MSc (Syd)

HOUSING ASSISTANCE

David Wilson, BEc (Hons) (Flinders)

NATIONAL DATA DEVELOPMENT

Trish Ryan, BA (Hons) (UNE)

SUPPORTED ACCOMMODATION AND CRISIS SERVICES

Justin Griffin, BEc (James Cook)

Economics and Business Services

HEALTH AND WELFARE EXPENDITURE

Tony Hynes, BApp Sc (Canberra)

LABOUR FORCE AND RURAL HEALTH

Glenice Taylor, BSc (Wollongong)

BUSINESS PLANNING AND MANAGEMENT

Earl Dudley, BSc (Hons) (ANU), PhD (Washington)

DATA AND INFORMATION TECHNOLOGY

Mike McGrath, BA (CCAIE)

MEDIA AND PUBLISHING

Nigel Harding, BA (Qld)

LIBRARY AND INFORMATION SERVICES

Judith Abercromby, BA (Hons) (Tas), DipLib (UNSW)

Heads of Collaborating Units

ABORIGINAL AND TORRES STRAIT ISLANDER HEALTH AND WELFARE INFORMATION UNIT

Janis Shaw, BA (Hons), PhD (ANU)

AUSTRALIAN CENTRE FOR ASTHMA MONITORING

Guy B. Marks, B Med Sc, MBBS (UNSW), PhD (Syd), MRCP, FRACP, FAFPHM

DENTAL STATISTICS AND RESEARCH UNIT

A John Spencer, MDSc, PhD (Melb), MPH (Michigan)

GENERAL PRACTICE STATISTICS AND CLASSIFICATION UNIT

Helena Britt, BA (UNSW), PhD (Syd)

NATIONAL INJURY SURVEILLANCE UNIT

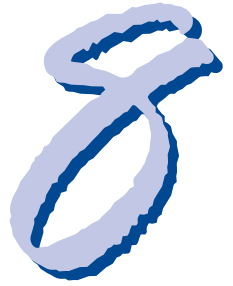
James Harrison, MB, BS (Melb), MPH (Syd), FAFPHM

NATIONAL PERINATAL STATISTICS UNIT

Elizabeth Sullivan, MB, BS, MPH, M Med (Sexual Health) (Syd), FAFPHM



APPENDIX



Publications 2001–02

Books

AIHW PUBLICATIONS

Annual Report 2000–01. AIHW. AIHW Cat. No. AUS 23. Canberra: AIHW, 2001.
Australia's Health 2002. AIHW. AIHW Cat. No. AUS 25. Canberra: AIHW, 2002.
Australia's Welfare 2001. AIHW. AIHW Cat. No. AUS 24. Canberra: AIHW, 2001.
Publications Catalogue 2002. AIHW. AIHW Cat. No. AUS 22. Canberra: AIHW, 2002.

ABORIGINAL AND TORRES STRAIT ISLANDER HEALTH

Expenditures on Health Services for Aboriginal and Torres Strait Islander People 1998–99. AIHW. AIHW Cat. No. IHW 7. Canberra: AIHW, 2001.

AGED CARE

Community Aged Care Packages in Australia 2000–01: A Statistical Overview. AIHW. AIHW Cat. No. AGE 23. Canberra: AIHW, 2002 (Aged Care Statistics Series No. 12).
Entry Period for Residential Aged Care. AIHW. AIHW Cat. No. AGE 24. Canberra: AIHW, 2002 (Aged Care Series No. 7).
Residential Aged Care in Australia 2000–01: A Statistical Overview. AIHW. AIHW Cat. No. AGE 22. Canberra: AIHW, 2002 (Aged Care Statistics Series No. 11).

CANCER

See Collaborative publications (with non-AIHW data provider).

CARDIOVASCULAR DISEASE

Cardiac Surgery in Australia 1998. Davies J, Senes S. AIHW Cat. No. CVD 15. Canberra: AIHW, 2001 (Cardiovascular Disease Series No. 16).
Coronary Angioplasty in Australia 1998. Davies J, Senes S. AIHW Cat. No. CVD 14. Canberra: AIHW, 2001 (Cardiovascular Disease Series No. 15).
Coronary Angioplasty in Australia 1999. Davies J, Senes S. AIHW Cat. No. CVD 19. Canberra: AIHW, 2002 (Cardiovascular Disease Series No. 19).
General Practice View of Cardiovascular Disease and Diabetes in Australia, A. Senes S, Britt H. AIHW Cat. No. CVD 17. Canberra: AIHW, 2001 (Cardiovascular Disease Series No. 18).
National Diabetes Register, Statistical Profile, December 2000. AIHW. AIHW Cat. No. CVD 18. Canberra: AIHW, 2001 (Diabetes Series No. 2).

CHILDREN, YOUTH AND FAMILIES

Adoptions Australia 2000–01. AIHW. AIHW Cat. No. CWS 15. Canberra: AIHW, 2002 (Child Welfare Series No. 28).

Australia's Children: Their Health and Wellbeing 2002. Sargeant H, Bryant M, Al-Yaman F. AIHW Cat. No. PHE 36. Canberra: AIHW, 2002.

Child Protection Australia 2000–01. AIHW. AIHW Cat. No. CWS 16. Canberra: AIHW, 2002 (Child Welfare Series No. 29).

Guidelines for Interpretation of Child Protection and Out-of-home Care Performance Indicators. AIHW. AIHW Cat. No. CWS 17. Canberra: AIHW, 2002.

Report on the Development of a Juvenile Justice NMDS. Broadbent A. AIHW Cat. No. CWS 14. Canberra: AIHW, 2001.

DENTAL HEALTH

Access to Dental Services of Australian Children and Adolescents 1999: Research Report No. 2. AIHW DSRU. AIHW Cat. No. DEN 100. Adelaide: AIHW DSRU, 2002.

Adelaide Dental Study of Nursing Homes 1998. Chalmers JM, Carter KD, Hodge CP, Fuss JM, Spencer AJ. AIHW Cat. No. DEN 83. Adelaide: AIHW DSRU, 2001 (Dental Statistics and Research Series No. 22).

Adelaide Dental Study of Nursing Homes: One-year Follow-up 1999, The. Chalmers JM, Carter KD, Hodge CP, Fuss JM, Spencer AJ. AIHW Cat. No. DEN 84. Adelaide: AIHW DSRU, 2001 (Dental Statistics and Research Series No. 23).

Child Dental Health Survey, Australia 1998, The. Armfield J, Roberts-Thomson K, Spencer AJ. AIHW Cat. No. DEN 88. Adelaide: AIHW DSRU, 2001 (Dental Statistics and Research Series No. 24).

Child Dental Health Survey, New South Wales, 1998, The. AIHW DSRU. AIHW Cat. No. DEN 74. Adelaide: AIHW DSRU, 2001.

Child Dental Health Survey, New South Wales, 1999, The. AIHW DSRU. AIHW Cat. No. DEN 89. Adelaide: AIHW DSRU, 2001.

Child Dental Health Survey, Queensland, 1999, The. AIHW DSRU. AIHW Cat. No. DEN 92. Adelaide: AIHW DSRU, 2001.

Child Dental Health Survey, Tasmania, 1999, The. AIHW DSRU. AIHW Cat. No. DEN 90. Adelaide: AIHW DSRU, 2002.

Child Dental Health Survey, Victoria, 1999, The. AIHW DSRU. AIHW Cat. No. DEN 87. Adelaide: AIHW DSRU, 2001.

Child Dental Health Survey, Western Australia, 1999, The. AIHW DSRU. AIHW Cat. No. DEN 91. Adelaide: AIHW DSRU, 2001.

Public Perceptions of Dentistry: Stimulus or Barrier to Better Oral Health. AIHW DSRU. AIHW Cat. No. DEN 96. Adelaide: AIHW DSRU, 2002 (Dental Statistics and Research Series no. 25).

Rural Oral Health and Access to Dental Care—1994–96 and 1999: Research Report No. 1. AIHW DSRU. AIHW Cat. No. DEN 86. Adelaide: AIHW DSRU, 2002.

South Australian Dental Longitudinal Study Five-year Follow-up: Research Report No. 3. The. AIHW DSRU. AIHW Cat. No. DEN 102. Adelaide: AIHW DSRU, 2002.

DISABILITY SERVICES

Disability Support Services 2001. First National Results on Services Provided under the CSDA. AIHW. AIHW Cat. No. DIS 24. Canberra: AIHW, 2002 (Disability Series).

Disability Support Services 2001: National Data on Services Provided Under the Commonwealth/State Disability Agreement. AIHW. AIHW Cat. No. DIS 25. Canberra: AIHW, 2002 (Disability Series).

Unmet Need for Disability Services: Effectiveness of Funding and Remaining Shortfalls. Summary. AIHW. AIHW Cat. No. DIS 26. Canberra: AIHW, 2002 (Disability Series).

GENERAL PRACTICE

General Practice Activity in Australia 2000–01. Britt H, Miller GC, Knox S, Charles J, Valenti L, Henderson J, Kelly Z, Pan Y. AIHW Cat. No. GEP 8. Sydney: AIHW GPSCU, 2001 (General Practice Series No. 8).

Imaging Orders by General Practitioners in Australia 1999–00. Britt H, Miller GC, Knox S. AIHW Cat. No. GEP 7. Sydney: AIHW GPSCU, 2001 (General Practice Series No. 7).

HEALTH SERVICES

Australian Hospital Statistics 2000–01. AIHW. AIHW Cat. No. HSE 20. Canberra: AIHW, 2002 (Health Services Series No. 19).

Guidelines for the NMDS for Alcohol and Other Drug Treatment Services 2001–02. AIHW. AIHW Cat. No. HSE 16. Canberra: AIHW, 2001.

Mental Health Services in Australia 1999–00. AIHW. AIHW Cat. No. HSE 19. Canberra: AIHW, 2002 (Mental Health Series No. 3).

Waiting Times for Elective Surgery in Australia 1998–99. AIHW. AIHW Cat. No. HSE 13. Canberra: AIHW, 2001 (Health Services Series No. 16).

Waiting Times for Elective Surgery in Australia 1999–00. AIHW. AIHW Cat. No. HSE 18. Canberra: AIHW, 2002 (Health Services Series No. 18).

HEALTH AND WELFARE EXPENDITURE

Australia's Health Services Expenditure to 1999–00. Health Expenditure Bulletin No. 17. AIHW. AIHW Cat. No. HWE 18. Canberra: AIHW, 2001 (Health and Welfare Expenditure Series No. 12).

Australia's Welfare Services Expenditure 1994–95 to 1999–00. Welfare Services Expenditure Bulletin No. 6. AIHW. AIHW Cat. No. HWE 17. Canberra: AIHW, 2001 (Health and Welfare Expenditure Series No. 11).

National Public Health Expenditure Report 1998–99. AIHW. AIHW Cat. No. HWE 16. Canberra: AIHW, 2001 (Health and Welfare Expenditure Series No. 10).

State of Play of Expenditure on Public Health by Australian Governments. A Survey of Data Available on Public Health Expenditure in Australia for 1997–98 and for Earlier Years. AIHW. AIHW Cat. No. HWE 19. Canberra: AIHW, 2001 (Health and Welfare Expenditure Series No. 13).

HEALTH AND WELFARE LABOUR FORCE

Nursing Labour Force 1999. AIHW. AIHW Cat. No. HWL 20. Canberra: AIHW, 2001 (National Health Labour Force Series No. 20).

Occupational Therapy Labour Force 1998. AIHW. AIHW Cat. No. HWL 21. Canberra: AIHW, 2001 (National Health Labour Force Series No. 21).

Physiotherapy Labour Force 1998. AIHW. AIHW Cat. No. HWL 22. Canberra: AIHW, 2001 (National Health Labour Force Series No. 22).

HOUSING

National Housing Assistance Data Dictionary version 1. AIHW. AIHW Cat. No. HOU 59. Canberra: AIHW, 2001.

SAAP National Data Collection Annual Report 2000–01 Australia. AIHW. AIHW Cat. No. HOU 61. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 6).

SAAP National Data Collection Annual Report 2000–01 Australian Capital Territory. AIHW. AIHW Cat. No. HOU 68. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 6).

SAAP National Data Collection Annual Report 2000–01 New South Wales. AIHW. AIHW Cat. No. HOU 62. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 6).

SAAP National Data Collection Annual Report 2000–01 Northern Territory. AIHW. AIHW Cat. No. HOU 69. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 6).

SAAP National Data Collection Annual Report 2000–01 Queensland. AIHW.
AIHW Cat. No. HOU 64. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 6).

SAAP National Data Collection Annual Report 2000–01 South Australia. AIHW.
AIHW Cat. No. HOU 66. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 6).

SAAP National Data Collection Annual Report 2000–01 Tasmania. AIHW.
AIHW Cat. No. HOU 67. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 6).

SAAP National Data Collection Annual Report 2000–01 Victoria. AIHW.
AIHW Cat. No. HOU 63. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 6).

SAAP National Data Collection Annual Report 2000–01 Western Australia. AIHW.
AIHW Cat. No. HOU 65. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 6).

SAAP National Data Collection: Demand for SAAP Assistance 1999–2000. AIHW.
AIHW Cat. No. HOU 60. Canberra: AIHW, 2001 (SAAP National Data Collection Agency (NDCA) Series 5).

INJURY

Accidental Poisoning of Preschool Children from Medicinal Substances, Australia. O'Connor P. AIHW Cat. No. INJCAT 39. Adelaide: AIHW NISU, 2002 (Injury Research and Statistics Series No. 9).

Alcohol-related Injury and Young Males. Allsop S, Steenkamp M, Harrison J. AIHW Cat. No. INJCAT 42. Adelaide: AIHW NISU, 2002 (Injury Technical Paper Series No. 1).

Child Injuries Due to Falls. Steenkamp M, Cripps R. AIHW Cat. No. INJCAT 37. Adelaide: AIHW NISU, 2001 (Injury Research and Statistics Series No. 7).

Falls by the Elderly in Australia, Trends and Data for 1998. Cripps R, Carman J. AIHW Cat. No. INJCAT 35. Adelaide: AIHW NISU, 2001 (Injury Research and Statistics Series No. 6).

Information Sources for Injury Prevention Among Indigenous Australians. Status and Prospects for Improvement. Harrison J, Miller ER, Weeramanthri TS, Wakerman J, Barnes T. AIHW Cat. No. INJCAT 38. Adelaide: AIHW NISU, 2002 (Injury Research and Statistics Series No. 8).

Persisting Morbidity Among Hospitalisations for Near Drowning, Australia 1997–98. Steenkamp M. AIHW Cat. No. INJCAT 45. Adelaide: AIHW NISU, 2002 (Injury Research and Statistics Series No. 12).

Spinal Cord Injury, Australia, 1999–00. O'Connor P. AIHW Cat. No. INJCAT 40. Adelaide: AIHW NISU, 2002 (Injury Research and Statistics Series No. 10).

PERINATAL HEALTH

Assisted Conception Australia and New Zealand 1999 and 2000. Hurst T, Lancaster P. AIHW Cat. No. PER 18. Sydney: AIHW NPSU, 2001 (Assisted Conception Series No. 6).

Australia's Mothers and Babies 1999. Nassar N, Sullivan E A. AIHW Cat. No. PER 19. Sydney: AIHW NPSU, 2001 (Perinatal Statistics Series No. 11).

POPULATION HEALTH

Australian Health Trends 2001. de Loop M, Bhatia K. AIHW Cat. No. PHE 24. Canberra: AIHW, 2001.

Chronic Diseases and Associated Risk Factors in Australia, 2001. AIHW. AIHW Cat. No. PHE 33. Canberra: AIHW, 2002.

Morbidity of Vietnam Veterans, Adrenal Gland Cancer, Leukaemia and Non-Hodgkin's Lymphoma, Supplementary Report 2. AIHW. AIHW Cat. No. PHE 28. Canberra: AIHW, 2001.

National Drug Strategy Household Survey 2001: First Results. AIHW. AIHW Cat. No. PHE 35. Canberra: AIHW, 2002 (Drug Statistics Series No. 9).

Prisoner Health Information System, A. Grau J. AIHW Cat. No. PHE 32. Canberra: AIHW, 2001.

Periodicals

AIHW ACCESS

Access Issue 10 May 2002. AIHW. AIHW Cat. No. HWI 35. Canberra: AIHW, 2002 (AIHW Access No. 10).

Access Issue 9 December 2001. AIHW. AIHW Cat. No. HWI 34. Canberra: AIHW, 2001 (AIHW Access No. 9).

Access Issue 8 August 2001. AIHW. AIHW Cat. No. HWI 33. Canberra: AIHW, 2001 (AIHW Access No. 8).

CANCER MONITORING

Breast Cancer Size and Nodal Status. National Breast Cancer Centre, Australasian Association of Cancer Registries, Commonwealth Department of Health and Aged Care, AIHW, BreastScreen Australia. Canberra: AIHW, 2001 (Cancer Monitoring Issue No. 2).

DISABILITY DATA BRIEFING

The International Classification of Functioning, Disability and Health (ICF). AIHW. Canberra: AIHW, 2002 (Disability Data Briefing no. 20).

Working papers

Comparability and Consistency of Community Care Meta-data. Jeffery K, Ryan T. Canberra: AIHW, 2002 (Welfare Working Paper Series No. 38).

Probability of Using an Aged Care Home Over a Lifetime, 1999–00, The. Mason F, Liu Z, Braun P. Canberra: AIHW, 2001 (Welfare Working Paper Series No. 36).

Report on the Field Testing of the Proposed Children's Services National Minimum Data Set. Al Yaman F. Canberra: AIHW, 2001 (Welfare Working Paper Series No. 37).

Joint publications

Health and Welfare of Australia's Aboriginal and Torres Strait Islander Peoples 2001, The. Australian Bureau of Statistics & AIHW. Canberra: ABS, 2001.

National Summary of the 1999 Jurisdictional Reports against the Aboriginal and Torres Strait Islander Health Performance Indicators. National Health Information Management Group. AIHW Cat. No. IHW 8. Canberra: AIHW, 2001.

Report on Maternal Deaths in Australia 1994–96. NHMRC, AIHW. AIHW Cat. No. PER 17. Sydney: AIHW NPSU, 2001.

Vaccine Preventable Diseases and Vaccination Coverage in Australia, 1999 to 2000. McIntyre P, Gidding H, Gilmour R, Lawrence G, Hull B, Horby P, Wang Han, Andrews R, Burgess M. Canberra: DHAC, University of Sydney & AIHW, 2002.

Collaborative publications (with non-AIHW data provider)

Cancer Survival in Australia, 2001 Part 1: National Summary Statistics. AIHW, Australasian Association of Cancer Registries. AIHW Cat. No. CAN 13. Canberra: AIHW, 2001 (Cancer Series No. 18).

Cancer Survival in Australia, 2001 Part 2: Statistical Tables. AIHW, Australasian Association of Cancer Registries. AIHW Cat. No. CAN 14. Canberra: AIHW, 2001 (Cancer Series No. 19).

Cancer in Australia 1998: Incidence and Mortality Data for 1998. AIHW, Australasian Association of Cancer Registries. AIHW Cat. No. CAN 12. Canberra: AIHW, 2001 (Cancer Series No. 17).

Staff other

BOOKS

Bauman A, Ford I, Armstrong T 2001. Trends in population levels of reported physical activity in Australia, 1997, 1999 and 2000. Canberra: Australian Sports Commission.

Newton P, Baum S, Bhatia K, Brown SK, Cameron AS, Foran B, Grant T, Mak SL, Memmott PC, Mitchell VG, Neate KL, Pears A, Smith N, Stimson RJ, Tucker SN, Yencken D 2001. Human Settlements, Australia State of the Environment Report 2001. Theme report. Canberra: CSIRO Publishing on behalf of the Department of Environment and Heritage.

CHAPTERS IN EDITED BOOKS

Grant A, David F, Cook B 2002. Victims of crime. In: Graycar and Grabosky (eds). The Cambridge Handbook of Australian Criminology. Cambridge: Cambridge University Press, 281–93.

JOURNAL ARTICLES

Brennan DS, Gaughwin A, Spencer AJ 2001. Differences in dimensions of satisfaction with private and public dental care among children. *International Dental Journal* 51:77–82.

Brennan DS, Spencer AJ 2002. Evaluation of patients by private general practitioners: associations with patient, visit, and service characteristics. *Community Dental Health* 19:109–15.

Brennan DS, Spencer AJ 2002. Practice activity trends among Australian private general dental practitioners: 1983–84 to 1998–99. *International Dental Journal* 52:61–6.

Brennan DS, Spencer AJ 2001. Practice belief scales among private general dental practitioners. *Australian Dental Journal* 46(3):186–93.

Brennan DS, Spencer AJ, Kriven S, Szuster FSP 2001. The effect of mailing strategies and use of incentives on response rates to mailed surveys. *Australian Journal of Market Research* 9(1):1–8.

Brennan DS, Spencer AJ, Slade GD 2001. Prevalence of periodontal conditions among public-funded dental patients in Australia. *Australian Dental Journal* 46:114–21.

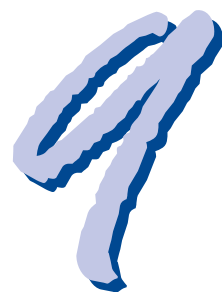
Brennan DS, Spencer AJ, Szuster FSP 2001. Provision of extractions by main diagnoses. *International Dental Journal* 51(1):1–6.

Chalmers JM 2001. Geriatric oral health issues in Australia. *International Dental Journal* 51:188–99.

Chalmers JM, Hodge C, Fuss J, Spencer AJ, Carter KD 2002. The prevalence of oral diseases in Adelaide nursing home residents. *Australian Dental Journal* 47(2):123–30.

- Chalmers JM, Hodge C, Fuss JM, Spencer AJ, Carter KD, Mathew R 2001. Opinions of dentists and directors of nursing concerning dental care provision for Adelaide nursing homes. *Australian Dental Journal* 46(4):277–83.
- Gibson D, Braun P & Liu Z 2002. Spatial equity in the distribution of aged care services in Australia. *Australasian Journal on Ageing* 21(2):80–86.
- Leuppi JD, Downs SH, Downie SR, Marks GB, Salome CM 2002. Exhaled nitric oxide levels in atopic children: relation to specific allergen sensitisation, AHR, and respiratory symptoms. *Thorax* 57:518–23.
- Magnus P & Beaglehole R 2001. The real contribution of the major risk factors to the coronary epidemics: time to end the ‘only 50%’ myth. *Archives of Internal Medicine* 161: 2657–2660.
- Marks GB, Zhou J, Yang HS, Joshi PA, Bishop GA, Britton WJ and the CAPS investigators 2002. Cord blood mononuclear cell cytokine responses in relation to maternal house dust mite allergen exposure. *Clinical and Experimental Allergy* 32:355–60.
- Mihrshahi S, Vanlaar C, Marks GB, Tovey ER, Peat JK, for the CAPS Team 2002. Predictors of high house dust mite allergen concentrations in residential homes in Sydney. *Allergy* 57:137–42.
- Mihrshahi S, Vukasin N, Forbes S, Wainwright C, Krause W, Ampon R, Mellis C, Marks G, Peat J for the CAPS team 2002 Are you busy for the next five years? Recruitment in the Childhood Asthma Prevention Study (CAPS). *Respirology* 7:147–51.
- Poulos LM, O’Meara TJ, Hamilton RG & Tovey ER 2002 Inhaled lated allergen (Hev b 1) The *Journal of Allergy and Clinical Immunology* 109(4):701–6.
- Thomson WM, Spencer AJ, Slade GD, Chalmers JM 2002. Is medication a risk factor for dental caries among older people? Evidence from a longitudinal study in South Australia. *Community Dentistry and Oral Epidemiology* 30:224–32.
- Xuan W, Marks GB, Toelle BG, Belousova E, Peat JK, Berry G, Woolcock AJ 2002. Risk factors for onset and remission of atopy, wheeze, and airway hyperresponsiveness *Thorax* 57:104–9.

APPENDIX



Participation in national committees as an information specialist

NATIONAL COMMITTEES CHAIRED BY AIHW

Australian Hospital Statistics Advisory Committee
Intergovernmental Committee on Drugs Data Working Group
National Community Services Data Committee
National Health Data Committee

NATIONAL COMMITTEES OF WHICH AIHW IS A MEMBER AND PROVIDES THE SECRETARIAT

Advisory Committee on Australian and International Disability Data (ACAIDD replaces DDRAG)
Advisory Committee on Maternal Mortality and Morbidity
AHMAC Mental Health Working Group Information Strategy Committee – National Minimum Data Set Sub-committee
Australasian Association of Cancer Registries
Commonwealth–State Housing Agreement National Housing Data Agreement Management Group
Commonwealth–State Housing Agreement National Housing Data Agreement National Housing Data Development Committee
Commonwealth/State Disability Agreement National Minimum Data Set Network
Computer Assisted Telephone Interview Technical Reference Group
Indigenous Housing Data Committee
Information Strategy Committee NMDS Sub-committee
Juvenile Justice Data Working Group
National Advisory Group on Aboriginal and Torres Strait Islander Health Information and Data
National Child Protection and Support Services Data Group
National Community Services Data Committee
National Community Services Information Management Group
National Diabetes Register
National Health Data Committee
National Health Information Management Group
National Housing Data Development Committee
National Indigenous Housing Information Implementation Committee

National Indigenous Housing Information Implementation Committee's National Minimum Data Set Working Group

National Perinatal Data Development Committee

National Public Health Information Working Group (NPHIWG)

NHIMG Expert Group on Health Classifications

Population Health Taskforce on Performance

Rural Health Information Advisory Committee

NATIONAL COMMITTEES OF WHICH AIHW IS A MEMBER

Aged Care Assessment Program IT Feasibility Study Steering Committee

AHMAC Mental Health Working Group Information Strategy Committee

Anaesthesia Workforce Review

Australian Bureau of Statistics Housing Statistics User Advisory Group

Australian Casemix Clinical Committee on Injury

Australian Council for Safety and Quality in Health Care's Data and Information Working Group

Australian Health Ministers' Advisory Council Privacy Working Group

Australian Health Workforce Advisory Committee

Australian Medical Workforce Advisory Committee

Australian Patient Safety Foundation Council

Bowel Screening Pilot Implementation Committee

BreastScreen Australia National Advisory Committee

Cervical Screening National Advisory Committee

Cardiovascular Data Working Group

Clinical Casemix Committee of Australia

Critical Care Workforce Working Party

Department of Family and Community Services Steering Committee for the Longitudinal Survey of Australian children

Emergency Medicine Workforce Review

Environmental Health Information Task Group

Federal Privacy Commissioner's Reference Group on Health Privacy Guidelines

Greater Collaboration in Primary Health and Community Care Jurisdictional Group

Home and Community Care Data Reform Working Group

Housing Working Group for the Review of Commonwealth/State Service Provision

Joint Working Group on Healthy Ageing

Maternal Morbidity and Mortality National Advisory Committee

Medicines Coding Council of Australia

Midwifery Workforce Working Party

Monitoring and Evaluation Coordination Committee of the Intergovernmental Committee on Drugs

National Advisory Committee on Oral Health

National Cardiovascular Monitoring System Advisory Committee

National Centre for Classification in Health's Coding Standards Advisory Committee

National Community Services Information Management Group sub-groups:

- ▶ Children's Services Data Working Group
- ▶ Aged Care Data Advisory Group

National Diabetes Data Group

National Health Performance Committee

National Health Priority Performance Advisory Group

National Social Housing Survey Working Group

National Public Health Information Working Group

National Public Health Partnership

National Public Health Partnership, Child and Youth Health Intergovernmental Partnership

NHMRC Working Party on Guidelines for Water Fluoridation and Fluoride Intake from Discretionary Fluoride Supplements

NHMRC Dental Amalgam Risk Assessment Panel

NHMRC Women's Longitudinal Study, Project Advisory Committee

Pathology Workforce Working Party

Public Health Information Working Group

RACGP National Informatics Committee

RACGP National Archives Committee

RACGP Taskforce on Privacy Legislation

SAAP Information Management Plan Core Needs Project Steering Group

Specialist Radiology Workforce Working Party
 Standards Australia's IT/14 (Health Informatics Committee)
 Steering Committee for the Home and Community Care Dependency Data Items Project
 Steering Committee for the Second Report on Expenditures on Health Services for
 Aboriginal and Torres Strait Islander People
 Steering Committee & Reference Group, Australian Health Measurement Survey
 Advisory Committee, National Food & Nutrition Monitoring & Surveillance Project
 Strategic Inter-Governmental Nutrition Alliance
 Strategic Injury Prevention Partnership Group of the National Public Health Partnership
 Strategic Inter-Governmental Forum on Physical Activity and Health
 Working groups for the following chapters of the *Report on Government Services*:

- Aged Care
- Children's Services
- Protection and Support Services
- Disability
- Housing
- Health
- Indigenous Data Working Group

NATIONAL COMMITTEES OF WHICH AIHW IS AN OBSERVER

ABS National Health Survey Reference Group
 Aged Care Ministers' Conference
 Australian Health Ministers' Advisory Council
 Australian Health Ministers' Conference
 Community Services Ministers' Advisory Council
 Community Services Ministers' Conference
 Disability Services Ministers' Conference
 Housing Ministers' Advisory Committee
 Housing Ministers' Conference
 National Disability Administrators
 National Health and Medical Research Council
 Supported Accommodation Assistance Program Data Sub-committee



APPENDIX

10

National infrastructure projects

During the year the AIHW contributed to the improvement of the national health and welfare information infrastructure through a range of national data development activities and the production of a range of resources to support consistency and comparability in national information reporting.

ACTIVITIES

During the year the AIHW was involved with the development of the following new national data sets and major revisions or enhancements to existing national data collections and standards:

- National Health Data Dictionary, Version 11
- National Classification of Community Services, Version 2.0
- Version 2 of the NMDS for disability support services provided under the Commonwealth–State/Territory Disability Agreement
- development of a national cardiovascular clinical minimum data set for use in general practice and other community healthcare settings
- review and revision of components of the NMDS for elective surgery waiting times
- data development work relating to hospital accreditation and specialised psychiatric care units for the NMDS for Public Hospital Establishments
- data development work relating to community mental health service contacts for the NMDS for Community Mental Health Care
- an evaluation of the NMDS for Admitted Patient Care, building on a compliance report prepared previously for 1997–98 NMDS data
- development of an NMDS for hospital emergency departments, and data developments relating to hospital outpatients clinics, and to rehabilitation for admitted patients
- the proposal of new items to the States and Territories for inclusion in the Perinatal MDS, such as smoking in pregnancy
- development of the CSHA Public rental housing NMDS
- development of the CSHA Aboriginal Rental Housing Program NMDS
- development of an NMDS for private rental assistance based on the FaCS Commonwealth Rent Assistance data set
- development of an NMDS for Indigenous housing assistance to support Housing Ministers' recent statement on new directions for Indigenous housing titled *Building a Better Future: Indigenous Housing to 2010*.
- development of draft standards to measure high need and priority access housing tenants
- development work for Version 2 of the National Housing Assistance Data Dictionary
- development of Version 2 of the Aged Care Assessment Program Minimum Data Set and national program performance indicators
- development and field testing of data items for a national census of the Community Aged Care Package program and national program performance indicators
- development and field testing of data items for a national census of the Day Therapy Centre program and national program performance indicators

- development and conduct of a national census of the Extended Aged Care at Home Program
- data development work regarding identification of core public health activities for expenditure purposes
- development of draft performance indicators for the residential aged care program
- development of metadata for the Department of Health and Ageing's Aged and Community Care Management Information System
- development of metadata for the Office of Hearing Services management information resources
- revision of the Children's Services NMDS data manual and preparation of materials for the pilot test of the first stage of the NMDS
- developing a new national framework for reporting on child protection
- field testing of the draft Juvenile Justice NMDS
- ongoing refinement of the Alcohol and Other Drug Treatment Services NMDS
- development of a data dictionary for the Continence Aids Assistance Scheme
- review and assessment of existing national information sources on incontinence to assist with evaluation of the National Continence Strategy
- the core needs project of the SAAP Information Management Plan, which aims to identify the important data needs of SAAP national data collection stakeholders and to implement a revised dataset in July 2005
- development of draft specifications for national palliative care performance indicators
- revision of the International Standards Organisation (ISO) standard for the specification of data elements (ISO 11179) and contribution to the development of the Health Indicators Conceptual Framework under development by ISO Technical Committee 215
- contribution to the Standards Australia development process for the identification of health care clients
- development of Version 11 of the National Health Data Dictionary
- development of Version 2 of the National Classification of Community Services
- Functions relating to ICF implementation have been carried out, including seminars, responding to inquiries, work on a training strategy, secretariat support to advisory committee
- Preliminary review of the Home and Community Care program's performance information requirements
- Nursing workforce survey redevelopment

PRODUCTS

- Aged Care Assessment Program Data Dictionary, Version 1.0, incorporating national program performance indicators
- Community Aged Care Package Program Data Dictionary, Version 1, incorporating national program performance indicators

- Day Therapy Centre Program Data Dictionary, Version 1, incorporating national program performance indicators
- Supported Accommodation Assistance Program (SAAP) national data collection Data Dictionary Version 2.
- SAAP national data collection Collector's Manual was dispatched to all SAAP agencies early in 2000–01 to ensure that all agencies responsible for collecting SAAP data had access to working definitions of the data items described in the SAAP Data Dictionary.
- Data collection forms and guidelines for the national census for the Extended Aged Care at Home program
- Continence Aids Assistance Scheme Data Dictionary, Version 1
- Data sources available for the management and treatment of incontinence: Report
- Guidelines to the Alcohol and Other Drug Treatment Services NMDS collection 2002–03
- Children's Services NMDS Data Manual and Pilot Test data collection forms and guidelines
- CSDA MDS redevelopment: Forms and other data transmission tools, data guides, data dictionaries, national newsletters, reports to advisory group and National Disability Administrators
- Draft disability data elements for the next National Community Services Data Dictionary—first versions have been discussed with Australian advisory group
- CSDA Data Dictionary (to be published in 2002–03)
- Report on analysis of Admitted Patient Palliative Care NMDS 1999–00 to assist with development of a national community based palliative care NMDS
- Draft Palliative Care Performance Indicator Data Dictionary, Version 1
- Report on the Day Therapy Centre program data development field test
- Draft Residential Aged Care Performance Indicator Data Dictionary Version, 1
- Working Paper: Comparability and consistency of community care metadata
- 2000–01 CSHA Public rental housing data collection manual
- 2000–01 CSHA Aboriginal Rental Housing Program data collection manual
- 2000–01 CSHA Community Housing data collection manual
- 2000–01 CSHA Crisis Accommodation Program data collection manual
- 2000–01 CSHA Private Rent Assistance data collection manual
- 2000–01 CSHA Home Purchase Assistance data collection manual
- 2001–02 CSHA Public rental housing data collection report
- 2001–02 CSHA Aboriginal Rental Housing Program data collection report
- 2001–02 CSHA Community Housing data collection report
- 2001–02 CSHA Crisis Accommodation Program data collection report
- 2001–02 CSHA Private Rent Assistance data collection report
- 2001–02 CSHA Home Purchase Assistance data collection report
- Version 1 of the National Housing Assistance Data Dictionary Data Dictionary
- Indigenous Housing Information Management Strategy and an Action Plan



APPENDIX

11

**Activities funded by
outside bodies for
2001–02 financial year**

Project:	ACT Physical Activity Report
Funding body:	ACT Department of Health, Housing and Community Care
Project:	Advanced Statistical Analysis of Residential Aged Care Entry Period and Residential Movement Data
Funding body:	Department of Health and Ageing
Project:	Aged and Community Care Data and Performance Indicator Development
Funding body:	Department of Health and Ageing
Project:	Ageing Research Capacity Building Project
Funding body:	Department of Health and Ageing
Project:	An Australian Health Data Repository for Data Supplied to the World Health Organization
Funding body:	Department of Health and Ageing
Project:	Analysis and Reporting of ACT Cancer Incidence and Mortality Data
Funding body:	ACT Department of Health, Housing and Community Care
Project:	ANAO Performance Audit
Funding body:	Australian National Audit Office
Project:	Asthma Monitoring
Funding body:	Department of Health and Ageing
Project:	Australian Health Measurement Survey—Pilot Test Development
Funding body:	Department of Health and Ageing
Project:	Breast and Cervical Cancer Screening
Funding body:	Department of Health and Ageing
Project:	Cancer of Korean War Veterans
Funding body:	Department of Veterans' Affairs
Project:	Child and Youth Health Monitoring
Funding body:	Department of Health and Ageing
Project:	Chronic Diseases and Behavioural Risk Factor Monitoring and Surveillance
Funding body:	Department of Health and Ageing
Project:	Commonwealth/State Disability Agreement Minimum Data Set Redevelopment
Funding body:	Department of Family and Community Services, on behalf of Disability Administrators
Project:	Community Care Data Development
Funding body:	Department of Health and Ageing
Project:	Community Comparison and Cost Drivers
Funding body:	Department of Veterans' Affairs

Project:	Cost Sharing for the Pilot Testing of the National Minimum Data Set of Children's Services Information
Funding body:	Community Services Ministers' Advisory Council and Department of Education, Science and Training
Project:	Creation of a Data Dictionary for the Office of Hearing Services
Funding body:	Department of Health and Ageing
Project:	Development of National Public Health Information, including secretariat and support for the National Public Health Information Working Group
Funding body:	Department of Health and Ageing
Project:	Drug Survey Provider
Funding body:	Department of Health and Ageing
Project:	Environmental Health Information Development
Funding body:	Department of Health and Ageing
Project:	Environmental Health Monitoring
Funding body:	Department of Health and Ageing
Project:	Evaluation of the National Minimum Data Set for Admitted Patient Care
Funding body:	Australian Health Ministers Advisory Council
Project:	HACC Service Standards Consumer Appraisal Data Development Project
Funding body:	Department of Health and Ageing
Project:	Health Connect Exploratory Project to Develop a National Family of Health Classifications
Funding body:	Department of Health and Ageing
Project:	Indigenous Data Modelling Project
Funding body:	Department of Family and Community Services
Project:	Indigenous Housing Information Management Strategy
Funding body:	Department of Health and Ageing/Various State and Territory departments
Project:	Link Road Crash Data to Hospital Morbidity Data Using Probabilistic Matching
Funding body:	Department of Transport and Regional Services
Project:	MDS for Drug & Alcohol
Funding body:	Department of Health and Ageing
Project:	Mental Health Care National Minimum Data Set
Funding body:	Department of Health and Ageing
Project:	National Cancer Survival Analysis
Funding body:	Department of Health and Ageing

Project:	National Cardiovascular Disease Monitoring Centre
Funding body:	Department of Health and Ageing
Project:	National Classification of Community Services
Funding body:	Community Services Ministers' Advisory Council
Project:	National Community Services Data Dictionary
Funding body:	Community Services Ministers' Advisory Council
Project:	National Diabetes Register
Funding body:	Department of Family and Community Services
Project:	National Health Data Development
Funding body:	Australian Health Ministers' Advisory Council
Project:	National Health Data Dictionary
Funding body:	Australian Health Ministers' Advisory Council
Project:	National Health Priority Areas (NHPA) Surveillance and Reporting
Funding body:	Department of Health and Ageing
Project:	National Housing Data Dictionary
Funding body:	Various States and Territory Departments
Project:	National Housing Data Repository
Funding body:	Various State Housing Departments
Project:	National Housing Performance Reporting
Funding body:	Various State Housing Departments
Project:	National Monitoring System for Diabetes
Funding body:	Department of Health and Ageing
Project:	Nursing data for National Review of Nursing Education
Funding body:	Department of Education, Science and Training
Project:	NCSIMG Project—Development of NMDS for Juvenile Justice & Youth Welfare
Funding body:	Community Services Ministers Advisory Council
Project:	Older Australia at a Glance Publication
Funding body:	Department of Health and Ageing
Project:	Outposting of an AIHW Statistician to DVA
Funding body:	Department of Veterans' Affairs
Project:	Palliative Care Data Development
Funding body:	Department of Health and Ageing
Project:	Physical Activity Measures
Funding body:	Department of Health and Ageing
Project:	Population Health Data Needs for the ACT Government
Funding body:	ACT Government—Canberra Hospital

Project:	Projecting the Supply of Informal Care
Funding body:	Department of Health and Ageing
Project:	Public Health Expenditure (national project)
Funding body:	Department of Health and Ageing
Project:	Public Health Information
Funding body:	Department of Health and Ageing
Project:	Public Health Information—Drug Support
Funding body:	Department of Health and Ageing
Project:	Residential Aged Care Publication
Funding body:	Department of Health and Ageing
Project:	Residential Aged Care/Acute Hospital Care Interface
Funding body:	Department of Health and Ageing
Project:	Rural Health Information
Funding body:	Department of Health and Ageing
Project:	SAAP Access and Exit Project
Funding body:	Community Services Commission
Project:	SAAP National Data Collection Agency (NCDA)
Funding body:	Department of Family and Community Services
Project:	Spatial Environmental Epidemiology
Funding body:	Department of Health and Ageing
Project:	State-based Child Welfare Collections
Funding body:	Various States and Territory Departments
Project:	Statistical Support to the Australian Medical Workforce Advisory Committee (AMWAC)
Funding body:	Australian Medical Workforce Advisory Committee (AMWAC)
Project:	Statistical support to the Australian Health Workforce Advisory Committee (AHWAC)
Funding body:	Australian Health Ministers' Advisory Council (AHMAC)
Project:	Suicide and Data Storage for Vietnam Veterans
Funding body:	Department of Veterans' Affairs
Project:	Transition to ICD-10-AM in the National Hospital Morbidity Database
Funding body:	Australian Health Ministers' Advisory Council
Project:	Unmet Need for Disability Services Study
Funding body:	Department of Family and Community Services
Project:	World Health Report
Funding body:	Department of Health and Ageing

Collaborating Units

AIHW DENTAL STATISTICS AND RESEARCH UNIT

Project: Assistance of AIHW Dental Statistics and Research Unit
Funding body: Department of Health and Ageing

GENERAL PRACTICE STATISTICS AND CLASSIFICATION UNIT

Project: GPSU BEACH Data Collection
Funding body: Department of Health and Ageing

NATIONAL PERINATAL STATISTICS UNIT

Project: Reproduction Health Indicators
Funding body: Department of Health and Ageing

Project: Assisted Conception Statistics
Funding body: Fertility Society

ABORIGINAL AND TORRES STRAIT ISLANDER HEALTH AND WELFARE INFORMATION UNIT

Project: Assistance for the Aboriginal and Torres Strait Islander Health & Welfare Information Unit
Funding body: Department of Health and Ageing

Project: Performance Indicators for Indigenous Health
Funding body: Australian Health Ministers' Advisory Council (AHMAC)

NATIONAL INJURY SURVEILLANCE UNIT

Project: Project work on injury statistics
Funding body: Department of Health and Ageing

Project: Principals and standards for Community Services for Indigenous Population Data
Funding body: Department of Family and Community Services



APPENDIX

12

Abbreviations

ABS	Australian Bureau of Statistics
ACAM	Australian Centre for Asthma Monitoring
AHMAC	Australian Health Ministers' Advisory Council
AHMC	Australian Health Ministers' Conference
AHWAC	Australian Health Workforce Advisory Committee
AHWOC	Australian Health Workforce Officials Committee
AIHW	Australian Institute of Health and Welfare
AMWAC	Australian Medical Workforce Advisory Committee
ANIHl	Agreement on National Indigenous Housing Information
ATSIHWIU	Aboriginal and Torres Strait Islander Health and Welfare Information Unit
BEACH©	Bettering the Evaluation And Care of Health
CACP	Community Aged Care Packages
CSHA	Commonwealth–State Housing Agreement
CSI	Consumer Survey Instrument
CSMC	Community Services Ministers' Conference
CSMAC	Community Services Ministers' Advisory Council
DoHA	Department of Health and Ageing
DSRU	Dental Statistics and Research Unit
DVA	Department of Veterans' Affairs
EACH	Extended Aged Care at Home
FaCS	Department of Family and Community Services
GIS	Geographical Information System
GPSCU	General Practice Statistics and Classification Unit
HACC	Home and Community Care
HMAC	Housing Ministers' Advisory Council
HMC	Housing Ministers' Conference
ICD-10-AM	International Classification of Diseases, 10th Revision, Australian Modification
ICF	International Classification of Functioning, Disability and Health
ICECI	International Classification of External Causes of Injury
MDS	Minimum Data Set
MOU	Memorandum of Understanding

NAGATSIHID	National Advisory Group for Aboriginal and Torres Strait Islander Health Information and Data
NCCH	National Centre for Classification in Health
NCSIA	National Community Services Information Agreement
NCSDD	National Community Services Data Dictionary
NCSIMG	National Community Services Information Management Group
NDC	National Data Collection
NDCA	National Data Collection Agency
NHDA	National Housing Data Agreement
NHDAMG	NHDA Management Group
NHDC	National Health Data Committee
NHDD	National Health Data Dictionary
NHDDC	National Housing Data Development Committee
NHIA	National Health Information Agreement
NHIMG	National Health Information Management Group
NHMRC	National Health and Medical Research Council
NHPAC	National Health Priority Action Council
NHPC	National Health Performance Committee
NHPPAG	National Health Priority Performance Advisory Group
NIHIIC	National Indigenous Housing Information Implementation Committee
NISU	National Injury Surveillance Unit
NMDSWG	National Minimum Data Set Working Group
NPHIWG	National Public Health Information Working Group
NPHP	National Public Health Partnership
NMDS	National Minimum Data Set
NPSU	National Perinatal Statistics Unit
OECD	Organisation for Economic Co-operation and Development
PHGWG	Public Health Genetics Working Group
RACGP	Royal Australian College of General Practitioners
SAAP	Supported Accommodation Assistance Program
SMART	SAAP Management and Reporting Tool
WHO	World Health Organization

