



LifeTecTM
QUEENSLAND
towards easier living

2008

LifeTec Annual Report

LifeTecTM
QUEENSLAND
towards easier living

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Acknowledgement of funding

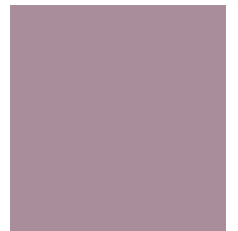




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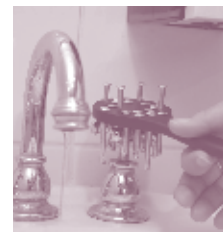
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Our vision

Everyone can choose the most appropriate assistive technology to enable them to live independently and improve their quality of life.

Assistive technology is a device or system that provides people with practical solutions to everyday life activities.

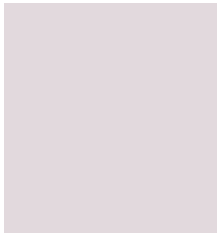


Chairperson's report



Rod Walters

Chairperson



It is once again my pleasure to present LifeTec's annual general report. I am pleased to advise that we have been able to continue to develop our core services as well as progress other strategically important achievements.

As you will see in LifeTec's annual report, we have been able to deliver an additional 2940 units of service delivery in comparison to last financial year. This is a great result as this 15% increase in service delivery has been achieved at no real additional cost to our funding bodies. This achievement is primarily the result of the great work our staff has done at working smarter and more efficiently. Congratulations to you all.

We are extremely pleased to report that we have also been able to deliver on a key item in our Strategic Plan – "Increasing equity and access to LifeTec services to Queensland consumers". LifeTec has been successful in obtaining additional funding from the Home and Community Care Program (HACC) to assist us to expand our Brisbane display centre opening hours to include Saturdays and to open a new LifeTec centre in Townsville. The Saturday service commenced on the 7th June and has proven to be an important new service for our clients who find it difficult to attend our centre during the week. We hope to have the Townsville centre up and running by November this year.

While expanding our services, the association's board of management has also had a strong focus on is very aware of its corporate governance responsibilities. To this end, the board invited Mr Ken Leigh (consultant in statutory compliance and governance reviews) to review and make recommendations about the board's operations and governance procedures. Mr Leigh, who donated his services, has had extensive experience in this area. Mr Leigh reported that while the board did meet all its corporate governance responsibilities there were areas in which it could improve. The board accepted Mr Leigh's report and is now implementing his recommendations. On behalf of the association, I'd like to sincerely thank Mr Leigh for his contribution to our organisation.

The board also commenced a review of our Constitution. A major focus of the review was to bring it into line with the current 'model rules' under the Associations Incorporation Act 1981. We expect that this review will be completed in the near future with any changes to our current constitution put to a special general meeting prior to the end of 2008.

With the continued growth of LifeTec, the board has had a particular focus on the association's financial accounts. I am pleased to say that the association has had an operating surplus of over \$15k for the 2007–2008 financial year and a further surplus is budgeted for the next year. The net worth of LifeTec now stands at \$711k. This financial stability is critical to the success of the expansion program.

The association also met another major milestone in the 2007–2008 financial year in that we have successfully completed the ISO accreditation and HACC accreditation audits. Sincere thanks and congratulations to all our staff in general and the management team in particular for this important achievement.

“ I am pleased to say that the association has had an operating surplus of over \$15K for the 2007-2008 financial year and a further surplus is budgeted for the next year. The net worth of LifeTec now stands at \$711K.”



While we again expect to expand our services in the 2008–2009 financial year (especially with the commencement of our Townsville centre), we do see some particularly large challenges ahead. One of these challenges is the continuing and increasing pressure for the non-government not-for-profit sector to find income outside of government grants. Our government funding bodies now expect us to find this supplementary funding.

Accordingly, LifeTec's board will have a major focus in the 2008–2009 financial years on finding new funding as well as keeping down our costs while still maintaining the high level delivery of our core services to the community.

None of what LifeTec does could happen without the great support we get from funding bodies: Home and Community Care, Disability Services Queensland and Queensland Health. The board sincerely thanks these organisations for this support on behalf of its clients. The board would also like to thank the great team of people working in the organisation. This team, ably led by Michele Barry, James Barrientos and Ian Rankin, is what makes LifeTec work – on behalf of the board, I thank them.

Finally, I would also like to sincerely thank my fellow board members: Phil Roberts, Gina Look, Jan-Maree McGregor, Greg Moroney, James Reynolds and David Edwards. I would particularly like to make a special mention of Phil Roberts who is retiring at this annual general meeting. Phil has been a vital member of the board since 1997 and his contribution has been invaluable. Many thanks Phil for all your work over the years and let it be said we will miss you.

Rod Walters

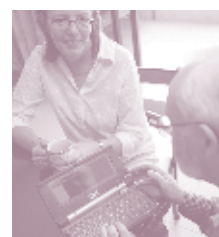
Chairperson

LifeTec Queensland

“ LifeTec's board will have a major focus in the 2008-2009 financial years on finding new funding as well as keeping down our costs while still maintaining the high level of delivery of our core services to the community. ”

Case studies

- A therapist from Education Queensland contacted LifeTec to request a consultation for a young student. The student had difficulties accessing a bench in cooking and science classes due to a condition affecting mobility and functioning in her hands. She had difficulty handling a standard stool and transferring off the stool safely. With LifeTec's health professional, the student trialed a range of alternative seating options and practised safe transfer techniques. From the consultation, the student was able to identify an alternative stool suitable to trial further at her school.
- An elderly gentleman with Parkinson's disease, residing in a hostel, reported difficulty with eating due to tremors. A LifeTec Queensland health professional assisted the man to trial various styles of built up, angled, and weighted cutlery, plate guards, and non-spill cups and mugs. This equipment allowed the man to eat his meal without relying on assistance from the hostel staff. This may well delay his need for a higher care nursing facility.



Executive director's report



Michele Barry
Executive Director



James Barrientos
Executive Director

LifeTec's planned expansion and diversification initiatives aim to provide clients with greater access to our services, while ensuring organisational sustainability.

Our society is currently undergoing a dramatic demographic revolution. The demands of an ageing population on our health services are likely to increase to an unsustainable level under current health care models. This makes preventative health care models in our community more important than ever.

LifeTec's strategic goals aim to strengthen the wellbeing of individuals and their communities. The objective of our service is to provide correct assistive technology solutions to Queenslanders, which will in turn promote independence and prevent premature admission to care.

This places LifeTec at the centre of efforts to deliver preventative health solutions to meet rapidly growing demand. To do this, we have developed and implemented new internal operational frameworks. LifeTec has greatly improved the efficiency with which we deliver our core services, and these efficiencies have enabled management to proceed with other exciting strategies such as the expansion and diversification of our services.

LifeTec's planned expansion and diversification initiatives aim to provide clients with greater access to our services, while ensuring organisational sustainability.

Major expansion initiatives include:

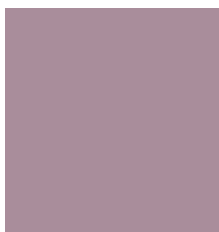
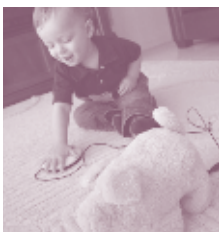
- extending trading hours to six days per week. Monday to Saturday trading hours provides working families with the opportunity to visit LifeTec on weekends
- opening a second LifeTec centre in Townsville. This new facility will significantly improve access to our services in northern Queensland, as well as provide greater continuity of service.

The second centre in Townsville is the result of three years of tireless work by management and staff. This initiative will also result in additional services in the South East Queensland region as a result of freeing existing resources. It is very rewarding to have this project come to fruition, knowing it will benefit so many people. We thank the Commonwealth and State governments, and specifically Home and Community Care (HACC) for providing seed funding to make this project a reality.

Our diversification plans aim to introduce new and valuable services to clients. These services will extend LifeTec's current core services and will be gradually introduced in a way that does not detract from our current services.

Other broad goals for coming years include:

- seeking a greater role in shaping relevant preventative health strategy policies within the government and private sectors at state and national levels
- pursuing research activities such as investigating the cost effectiveness of assistive technology solutions and exploring potentially new assistive technology solutions within more "mainstream" innovations
- developing client outcome measures to show the impact assistive technology intervention can have on a person's independence and ability for self-care



This year, LifeTec has continued to develop important strategic relationships, both locally and internationally.

In September 2007, Michele Barry presented a paper at the AAATE conference in San Sebastian. This paper highlighted the importance of the re-orientation of services and their delivery to emerging populations. The presentation focused on the importance of staying relevant to the general population, and the missed opportunities when preaching to the converted. From this presentation, LifeTec has established good international relationships and a good working knowledge of current trends in assistive technology evolution.

James Barrientos presented a paper at the Australian College of Health Services Executives conference in May 2008. This presentation focused on the importance of taking a more holistic approach to preventative health care strategies to ensure community access to correct assistive technology solutions. The provocative presentation highlighted the need for a new preventative health framework, one that takes into account a person's holistic needs and wants in addressing physical and psychosocial wellbeing. Senior health executives attended this conference and James's paper received a great response.

LifeTec's commitment to astute business principles and organisational sustainability has also led to the creation of the important role of Business Manager. We would like to thank Ian Rankin for his continued dedication to this role.

We also acknowledge the dedication of all LifeTec staff to our clients. The work we have undertaken would not have been possible without the enormous commitment shown by all staff.

Finally, we would like to pass our sincere thanks to Rod Walters, Chairman of the Board, for his tremendous commitment to LifeTec. Leadership starts at the top and we are fortunate to have a future-focused Board of Management who aspire to better the lives of all Queenslanders.

Michele Barry

Executive Director

LifeTec Queensland

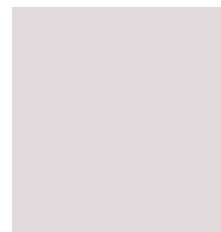
James Barrientos

Executive Director

LifeTec Queensland

The role of Executive Director for LifeTec was shared jointly during 2007–08.

Michele Barry has taken maternity leave from March 2008, and James Barrientos has undertaken this role since.



“ We also acknowledge the dedication of all LifeTec staff to our clients. ”

Board of management

Chairperson – **Mr Rod Walters**

A former Vice President and President of the Paraplegic and Quadriplegic Association (now Spinal Injuries Association) and State Chairperson of ACROD, Rod joined the Board of Management in 1996. Following a number of years with the Office of Disability, Rod is currently the Manager (Policy and Legislation) in the Passenger Transport Division of Queensland Transport.



Mr Rod Walters

Chairperson

Deputy Chairperson – **Mr Phil Roberts**

B.A. (Hons.), Grad. Dip. Lib. Sc., M. Pub. Ad.

Phil is currently working for the Queensland Police Service in the Cultural advisory unit. Previously he has held roles in industrial relations, Indigenous affairs, local government policy, and the Rail Safety Unit of Queensland Transport. Phil was on the executive board of the Queensland Tape Service for the Handicapped for ten years before joining the Board of Management 1997.



Mr Phil Roberts

Deputy Chairperson

Treasurer – **Ms Gina Look**

M. Comm, FCCA, CPA

Gina has an extensive background in financial management and auditing, including work with the Brisbane City Council and chartered accountants in Trinidad, West Indies. Gina is currently a senior financial investigator with the Crime and Misconduct Commission. Gina joined the Board of Management in February 2004.



Ms Gina Look

Treasurer

Deputy Treasurer – **Mr James Reynolds**

B. Economics, MBA (Executive)

James has a strong history in access pricing, economic and legal regulation, and institutional strengthening and has held positions with a number of government departments and private companies. James is currently the Manager, Energy Advisory, Deloitte Touche Tohmatsu and joined the Board of Management in 2005.



Mr James Reynolds

Deputy Treasurer

Committee members

Ms Jan- Maree McGregor

Mr Greg Moroney

Mr David Edwards

Ms Margaret Scott

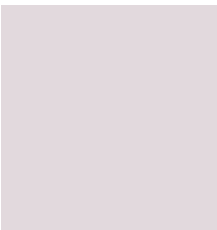


Hon. secretary and management team

Ms Michele Barry

Mr James Barrientos

Mr Ian Rankin



LifeTec Queensland team

Management Team Executive Director – James Barrientos
Business Manager – Ian Rankin
(Michele Barry on maternity leave)

Client Service Coordinator Lisa Webb

Senior Project Officer Simon Groth

Senior Clinical Staff Wendy Stevens
Lisa Webb

Community Development Officer Scott Green

Clinical Staff Rebecca Clerehan
Keyewest Mason
Jamie Matveyeff
Olivia Mooney
Huong Nguyen
Ann-Maree Pantoja
Clare Redman
Chris Sweeney

Administration Staff Lindsay Nott
Nadine O'Hara
Suzanne Ryan
Nora Smith
Jenny Velkovic

Accounts Officer Kevin Rogers

Allied Health Assistant Steve Larkin

“ The work we have undertaken would not have been possible without the enormous commitment shown by all staff. ”



Case study

- A newly graduated occupational therapist requested support to prescribe a power drive wheelchair to a client with complex seating needs. After discussions with the therapist, a LifeTec health professional selected and liaised with suppliers to borrow a range of wheelchairs to trial on a trip to the therapist's region. With the LifeTec health professional and therapist present, the client was able to trial each chair in his own environment. LifeTec provided follow up advice and support on submitting an application for funding for the most suitable chair to the Medical Aids Subsidy Scheme (MASS). The client has now gained funding through MASS and has purchased an appropriate chair.

Balance Sheet

30th June 2008

2007		Notes	2008
Assets			
<u>Current Assets</u>			
153,922.71	Cash, Deposits & Floats		310,019.36
7,493.31	Accounts Receivable	l.c	32,235.99
9,511.67	Payments in Advance		17,838.79
170,927.69	Total Current Assets		360,094.14
<u>Fixed Assets</u>			
831,102.96	Equipment & Motor Vehicles (After depreciation)	l.b	802,620.35
1,002,030.65	Total Assets		1,162,714.49
Liabilities			
<u>Current Liabilities</u>			
37,887.66	Accounts Payable	l.c	7,140.00
51,572.86	Employee & Payroll Liabilities	l.d	31,326.85
23,368.76	GST		54,655.02
7,901.76	Grants Unexpended	2	256,847.86
159,038.11	Leave Provisions	l.d	101,865.00
279,769.15	Total Current Liabilities		451,834.73
722,261.50	Net Assets		710,879.76
Equity			
740,178.32	Balance as at 1st July		722,261.50
(17,916.82)	Less Net Income		-11,381.74
722,261.50	Balance as at 30th June		710,879.76

Profit & Loss Statement

For Year Ended 30th June 2008

2007	Notes	2008
	Income	
1,853,430.42	Recurrent Funding	1,729,878.31
414,293.31	LifeTec Generated Funds	317,772.87
2,267,723.73	Total Income	2,047,651.18
	Expense	
1,477,485.00	Staffing Costs	1,282,542.33
147,681.03	Administration	141,835.68
200,000.63	Depreciation and Minor Capital	178,034.95
460,473.89	Overheads & Service Costs	429,678.64
2,285,640.55	Total Expense	2,032,091.60
-17,916.82	Operating Surplus	15,559.58
	Write Down of Obsolete Assets	(26,941.32)
	Transfer to Equity	-11,381.74

Notes to and Forming Part of the Accounts

For The Year Ended 30th June 2008

Note 1: Statement Of Significant Accounting Policies

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirement of the Associations Incorporation Act Queensland. The committee has determined that the association is not a reporting entity.

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

AASB1031	Materiality
AASB110	Events after the Balance Sheet Date

No other applicable Accounting Standards, Australian Accounting Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in preparation of this financial report.

(a) Basis of Accounting

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

(b) Depreciation

All non current assets are depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

The assets' residual values and lives are reviewed and adjusted if appropriate at each balance sheet date.

(c) Receivables and Payables

The entity recognises all receivables and payables with an invoice date on or before 30 June, at their GST inclusive value.

(d) Employee Entitlements

Provision is made in respect of the Association's liability for Long Service Leave and Annual Leave at balance date. No provision is made for unpaid wages or sick leave accrued at balance date.

The provision for long service leave has been made for all employees after 7 years of service.

The long service leave and annual leave provisions are based on salary including salary sacrifice components, but not including superannuation.

(e) Income Tax

The association is a not for profit organisation and therefore is not subject to income tax under the Income Tax Assessment Act as the association's constitution prohibits the distribution among members of any profits or property remaining upon the dissolution of the association.

Notes to and Forming Part of the Accounts

For The Year Ended 30th June 2008

Note 2: External Grants And Project Funds

Unexpended Funds

Unexpended Funds at 30 June relate to the programs which are still operating at year end and where the association will either incur further expenses to complete the program or alternatively will refund the unexpended funds to the respective government departments.

Note 3: Lease Commitments

The association is committed to a 10 year commercial lease on its premises and is in its third year of such lease. A guarantee on the lease is secured by a Bank Term Deposit.

Note 4: Contingent Liabilities

There are no contingent liabilities at the 30 June 2008.

Note 5: Events After The Balance Sheet Date

No significant subsequent events have occurred since balance sheet date which would make these financial statements materially inaccurate or misleading.

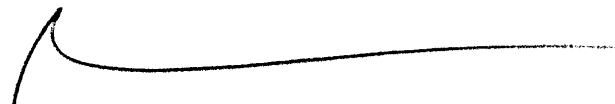
Statement by Board of Management

The committee has determined that the association is not a reporting entity and that this special purpose report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

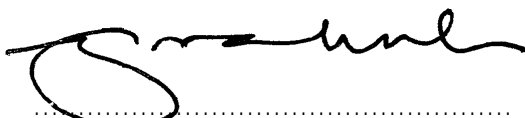
In the opinion of the committee the financial report:

1. Presents a true and fair view of the financial position of Independent Living Centre Association of Queensland Inc as at 30 June 2008 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Independent Living Centre Association of Queensland Inc will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the board and is signed for and on behalf of the board by:



.....
Rod Walters – Chairperson



.....
Gina Look – Treasurer

Dated this day of 2008

Independent Auditor's Report to the Members of Independent Living Centre Association of Queensland Inc

For The Year Ended 30th June 2008

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of Independent Living Centre Association of Queensland Inc, which comprises the balance sheet as at 30 June 2008, the profit & loss statement, a summary of significant accounting policies and other explanatory notes.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the financial reporting requirements of the Associations Incorporation Act Queensland 1981 and are appropriate to meet the needs of the members. The committee's responsibilities also include establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

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

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

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

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

Independent Auditor's Report to the Members of Independent Living Centre Association of Queensland Inc

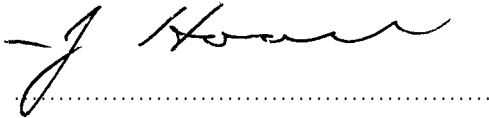
For The Year Ended 30th June 2008

Independence

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

Auditor's Opinion

In our opinion, the financial report of Independent Living Centre Association of Queensland Inc presents fairly, in all material respects the financial position of Independent Living Centre Association of Queensland Inc, as at 30 June 2008 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.



Norman J Hoare

Registered Company Auditor

MORRIS & BATZLOFF
Chartered Accountants

96 Lytton Road, East Brisbane

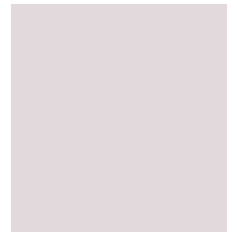
Dated this day of 2008



Indigenous health initiatives

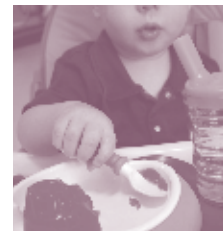
LifeTec Queensland's community development officer is currently a member of the Queensland Vision Initiative (QVI) Inc – Indigenous Eye Health Project working group. The Indigenous Eye Health Project aims to improve eye health care to the Indigenous population of Queensland. The project will undertake a scoping exercise to determine eye health and vision care issues affecting Indigenous Queenslanders and develop a strategy and implementation plan to address current eye care issues for Indigenous Queenslanders. LifeTec Queensland is assisting this process by promoting the project to key contacts in indigenous and remote communities throughout Queensland.

LifeTec Queensland supports the Aboriginal and Torres Strait Islander Disability Network of Queensland. LifeTec's community development officer attends and contributes to monthly meetings of the network, in addition to promoting the network to our regional contacts throughout Queensland.



Case study

- A young man with cerebral palsy, about to commence a long distance university degree online, reported difficulty accessing his computer. LifeTec Queensland provided advice on alternative hardware (including mice) and software to enable him to participate and keep up with the demands of the course as well as advice on suppliers and available funding for these devices. The client now successfully participates in his course of choice using appropriate alternative hardware and software and while living in a remote location.



Case studies

- A client and visited LifeTec's display centre with her physiotherapist to view a range of wheeled walkers. After they explored the walkers on display, they requested input from a LifeTec health professional. The physiotherapist discussed specific features that the client required and LifeTec was able to provide printed information on a specific walker, which the client and therapist identified as a potential option, as well as further information on wheeled walkers that may be customised.
- An elderly lady visited LifeTec's display centre seeking easier ways to lift her husband's wheelchair in and out of the car. A LifeTec health professional arranged a trial of various lightweight wheelchairs and provided education on safe lifting techniques and other equipment to help with getting in and out of the car.
- A registered nurse from a Julia Creek high care facility contacted LifeTec to source a pressure cushion that sounds an alarm on standing up for a client with advanced dementia who wandered regularly. The nurse sought a means to unobtrusively monitor her client. On visit to the area, LifeTec trialed a range of movement detection devices with both the nurse and client present to determine which would best suit their needs. At the trial's conclusion, details of the preferred device were provided to the nurse and the client can now be effectively and safely monitored unobtrusively.
- An elderly client had been unable to progress her home modifications, despite her six months on the waiting, because of a lack of occupational therapists in the area. A LifeTec health professional conducted an onsite assessment on visit to the area and plans were drawn up specifying the modifications required. In the month following the visit, the modifications were completed and the client could safely access her own shower independently.



Acknowledgement of funding



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