

ANNUAL REPORT



Australian Psychology
Accreditation Council

1 July 2017–30 June 2018

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Message from the Chair



Welcome to APAC's Annual Report for 2017–18. It has been a busy year for APAC and I am delighted to share some of the highlights with you.

The biggest highlight was gaining approval from the Psychology Board of Australia to implement new *Accreditation Standards for Psychology Programs* from 1 January 2019. The new standards will have a much stronger focus on accredited psychology programs achieving the desired outcomes and we hope they will allow education providers much greater flexibility to design and structure programs in new and innovative ways, while maintaining the high standards we have come to expect in psychology education. Many of our activities this year have focused on building towards the implementation of these standards. I thank the members of our Standards Implementation Group who have put in a huge amount of time and energy to get this important piece of work over the line.

At the Annual General Meeting in November 2017, our members approved changes to modernise the constitution and ensure that it allows APAC to continue to develop and grow as an organisation.

This year we also placed greater emphasis on stakeholder engagement with a strong desire to share our thinking on the implementation of the new accreditation standards and also to ask stakeholders how our work is received and understood. As part of this work I was delighted that APAC signed a Memorandum of Understanding (MOU) in November with the federal government's higher education regulator, the Tertiary Education Quality and Standards Agency (TEQSA). This MOU allows both parties to share relevant regulatory information to assist each other in discharging their duties. Going forward we hope this will allow us to reduce the burden of accreditation by not duplicating the good work that TEQSA already undertakes.

The year also saw a change of CEO. Jane Stephens, who helped guide APAC through a time of much internal change, stepped down in September 2017. I want to personally thank Jane for her work in establishing a range of sound governance processes that gives APAC a strong foundation for future development. As Jane's replacement we welcomed Michael Carpenter. Michael joined APAC with a strong background in accreditation and regulation and we look forward to his contribution to the next stage of APAC's development.

Finally, I want to thank my fellow board members, APAC committee members, accreditation assessors and the APAC staff for their contributions during the year. None of the year's achievements would have been possible without a lot of hard work on the part of all of these people.

At the end of the year I stood down having completed two years as Chair of APAC. I am delighted to have been succeeded by Professor Caroline Hunt, who brings huge experience in the field of accreditation and is ideally qualified to lead APAC into the future. I look forward to supporting Caroline and all of our other stakeholders in this work.

Simon Crowe

Who we are and what we do

The Australian Psychology Accreditation Council (APAC) is an independent, not-for-profit quality and standards organisation, appointed as an external accreditation entity for the psychology profession in Australia under the *Health Practitioner Regulation National Law Act 2009*.

APAC's mission is to protect the public by conducting accreditation activities that ensure graduates of accredited programs receive high quality education and are well equipped to employ their psychological knowledge and skills in the community. This includes, in particular, being sufficiently qualified and competent to meet the registration requirements of the Psychology Board of Australia under the Health Practitioner Regulation Law.

Message from the CEO and Company Secretary



I was delighted to join APAC in September at what is an exciting time for the organisation.

As well as the introduction of new accreditation standards, we face an interesting time in the world of healthcare regulation. Psychologists, along with 13 other professions, are regulated under the umbrella of the Australian Health Practitioner Regulation Agency (AHPRA). A government review of the effectiveness of the regulatory scheme was undertaken during the year by Professor Michael Woods and we are awaiting the outcomes of the review with great interest. I believe that APAC is well positioned to respond to any changes that the government chooses to implement, which are likely to focus on how we can be more efficient and effective in what we do.

A focus of our work during the year has been on strengthening relationships with stakeholders. Later in this report the Chair of our Accreditation Assessment Committee, Professor Caroline Hunt, outlines the accreditation information sessions and workshops that we have been running, which have been very well received. Internally, as part of our increased focus on stakeholders, we launched APAC's new website, which has been designed to better answer the common questions that people have about APAC's work. Launched in March, the website has received more than 20,000 individual visitors in its first few months. A number of exciting website developments are planned for the coming year, including a portal for education providers to assist them in their interactions with us.

I have been made to feel very welcome by the many stakeholders who have an interest in APAC's work and I would like to echo Simon's comments on the great work of the board members, committee members and assessors, without whom APAC simply would not exist.

It has been a thoroughly enjoyable first year for me at APAC, and it has been made much easier by the excellent team of dedicated staff in APAC's office who work very hard to make what we do look easy. I look forward to working with them and our many stakeholders in the coming months.

Michael Carpenter

'Firstly, I appreciate the roadshow information sessions regarding the APAC framework – standards, competencies and guidelines. I just attended one in Perth. It is great to see the kind of engagement approach that APAC is taking with regards to facilitating an understanding of the standards and how they can be implemented within academic and training contexts.'

— Workshop attendee

Highlights

Website



Revamped website launched **March 2018** with an improved program search function



104,989
page views



Global visitors total **21,387**
82.2%
from Australia

Standards update



Review of Accreditation Standards complete with publishing of the **2019 Accreditation Standards for Psychology Programs**



3 public information sessions held nationally with **151 attendees**



3 workshops held for **2019 cycle education** providers with **87 attendees**

Accreditation services



23 APAC assessment teams appointed (9 cycle, 8 follow-up and 6 new program assessments)



Responded to approximately **250 requests** for **historical course verifications** from the public, higher education providers and AHPRA



146 programs assessed



3,000+ enquiries received

Governance

Our board

The APAC Board is comprised of 12 directors, appointed by APAC's three members – the Heads of Department and Schools of Psychology Association (HODSPA), the Australian Psychological Society (APS) and a member appointed by the Psychology Board of Australia. Each member is entitled to appoint four directors, three of whom are psychologists and one who is a non-psychologist who brings particular expertise to the board (financial, legal or education expertise). At the end of the 2017–18 year, the directors were as follows:



Professor Romola Bucks

Qualifications: BSc(Hons), MSc(ClinPsychol), PhD

Romola was appointed by HODSPA in December 2017.

Romola is Professor and Head of the School of Psychological Science at the University of Western Australia (UWA). Before undertaking a PhD in the late 1990s, Romola trained and practised as a Clinical Psychologist and Neuropsychologist in the National Health Service in the United Kingdom and is an endorsed Clinical Psychologist in Australia. She has been involved in clinical psychology training for more than 20 years, having taught and supervised clinical psychology trainees in the UK, then worked as a Senior Lecturer in Clinical Psychology (2001–05) at the University of Southampton, UK. Following her move to Perth in 2007, Romola continued to teach clinical psychology and clinical neuropsychology MPsych trainees. From 2012 to 2014, she was Director of the Master of Clinical Psychology Program at UWA.



Associate Professor Roger Cook

Qualifications: TPTC (Geelong), BSc(Hons), Med, PhD, FAPS

Roger was appointed by the APS in April 2016.

Roger is an Associate Professor in Psychology and Director of the Psychology Clinic. He is a registered psychologist, family therapist and a State Approved Infertility Counsellor. Roger's recent research has focused on the psychological effects on men of their infertility. He has other research interests in family formation and functioning including the use of surrogacy; men and masculinities; systemic counselling processes; and the dimensions of in-law relationships. He is a Fellow of the Australian Psychological Society, past President of the Fertility Society of Australia and of the Australian and New Zealand Infertility Counsellors' Association and has had a long association with the administration of the APS College of Counselling Psychologists.



Professor Simon Crowe

Qualifications: BBS(Hons), BSc, MSc, GradDipBus, PhD, FAICD, Hon FAPS, FNAN(US)

Simon was appointed by the APS in June 2014.

Simon is Professor of Neuroscience and Clinical Neuropsychology in the School of Psychology and Public Health, La Trobe University, and completed his term as Chair of the Academic Board of La Trobe University in 2016. Simon completed undergraduate studies at La Trobe University and postgraduate studies at La Trobe (PhD) and the University of Melbourne (MSc). Currently he is Chair of the College of Clinical Neuropsychologists of the Australian Psychological Society, and Chair of the Australian Psychology Accreditation Council. He is a past President of the Australian Psychological Society and was on the Board of the APS. He was Chair of the Heads of Department and Schools of Psychology Australia. He is an Honorary Fellow of the APS, a Fellow of the National Academy of Neuropsychology (US) and the Australian Institute of Company Directors. He is a member of the APS Colleges of Clinical Psychology, Clinical Neuropsychology and Forensic Psychology and has area of practice endorsement in each of these areas.



Ann Doolette

Qualifications: MEd, DipEd (graduate), BA

Ann was appointed by HODSPA in June 2014.

Ann is an education consultant specialising in the development and implementation of qualifications frameworks and quality assurance systems and standards. She advises governments, government agencies and education institutions in Australia and internationally and sits on the governing boards for education-related agencies in Australia and overseas. Ann's experience spans higher education, vocational education and school education and she has a particular interest in the relationship between graduate capabilities and labour market requirements. Her career of more than 30 years has been committed to education as the key to economic, community and individual advancement.



Professor Alison Garton

Qualifications: MA (Hons), DPhil, FAPS

Alison was appointed by the PsyBA in July 2017.

Alison is Adjunct Professor of Psychology at Edith Cowan University where she previously held the position of Professor of Psychology. Alison was Executive Director of the APS and held the position of inaugural Director of Training and Standards on the APS Board of Directors.

Alison was an assessor for APAC and its predecessor from 2003 to 2017. Alison has worked in academia, policy and management in various universities and state and non-government organisations. She has authored one textbook, four monographs and three edited books, along with more than 100 refereed articles, chapters, reports and papers, mainly on children's language and cognitive development and on professional ethics, professional practice and health policy. Alison has supervised countless students at honours, masters and doctoral/ PhD levels and has received awards for her supervision.



Adjunct Professor Geoffrey George

Qualifications: BCom, BEd, MSocSc, FCPA

Geoffrey was appointed by the APS in November 2014.

Geoffrey is a Fellow of CPA Australia and a graduate of Melbourne, La Trobe and Birmingham universities in Accounting, Economics and Education.

He served as a member of the Nurses Board of Victoria in 1990–93 and was Director of Research and Training at Nelson Wheeler, Chartered Accountants, in 1986–87 and was a member of the Council of Footscray Institute of Technology and the Western Institute.

Geoffrey was foundation Head of the Business School at the Western Institute, foundation Principal of the Werribee Campus of Victoria University and was admitted to the Professoriate of the university in 1991.

Geoffrey is visiting Professor at the Business School of Kingston and has had teaching and research appointments in Sweden, USA, Malta, France, UK, Malaysia, China and Hong Kong.

> Continued

Our board



Professor John Gleeson

Qualifications: BA(Hons), MPsych(Clin), PhD

John was appointed by HODSPA in July 2017.

John has held the post of National Head of the School of Psychology at the Australian Catholic University (ACU) since May 2014. He was appointed to the role of Professor of Psychology at ACU in 2011. Previously he held a joint appointment as Associate Professor with NorthWestern Mental Health, a program of Melbourne Health, and the Psychology Department of the University of Melbourne.

John is a member of the APS and the Clinical College of the APS. He is an occasional panel member, via a ministerial appointment, of the Victorian Civil and Administrative Appeals Tribunal. He is a member of the National Clinical Research Committee for the Royal Flying Doctor Service.

John obtained his PhD from the University of Melbourne in 2001. After completing his Masters in Clinical Psychology at La Trobe University in 1991, he was appointed to a range of clinical roles in adult and youth mental health settings.



Professor Caroline Hunt

Qualifications: BPsych (Hons), MPsych(Clin), PhD

Caroline was appointed by the PsyBA in June 2014.

Caroline leads the Clinical Psychology Unit in the School of Psychology at the University of Sydney. She is an author of an international textbook on the treatment of mental disorders and her key research areas include the nature and treatment of anxiety disorders across the lifespan, school-based bullying, and mental health service utilisation. Caroline has worked for many years in the regulation of the psychology profession, including as the inaugural President of the NSW Psychology Council. She is a Fellow of the Australian Clinical Psychology Association.



Professor Lyn Littlefield

Qualifications: BSc, MPsych, DipEd, BBSoc(Hons)

Lyn was appointed by the APS in June 2014.

Lyn was appointed Executive Director of the Australian Psychological Society, the national professional body for psychologists with over 18,800 members. The APS represents psychologists from academic and professional settings and as a partner in the Australian Psychology Accreditation Council is responsible for the accreditation of all Australian university psychology training programs. Lyn holds an appointment as a Professor of Psychology at La Trobe University. She was previously the Head of the School of Psychological Science at La Trobe University and responsible for management of undergraduate and postgraduate psychology programs across three campuses. Lyn was instrumental in establishing the professional Doctorate in Clinical Child, Adolescent and Family Psychology, the first of its type in Australia. In parallel with her academic career, she worked as a clinical psychologist for more than 15 years.



Professor Nancy Pachana

Qualifications PhD, FAPS, FASSA

Nancy was appointed by HODSPA in June 2014.

Nancy is a clinical geropsychologist, neuropsychologist and professor in the School of Psychology at the University of Queensland (UQ), and is co-director of the UQ Ageing Mind Initiative, providing a focal point for clinical, translational ageing-related research. She has an international reputation in geriatric mental health, particularly in late-life anxiety disorders. She is co-developer of the *Geriatric Anxiety Inventory*, a published brief self-report inventory in wide clinical and research use globally, translated into more than 24 languages. She has published more than 200 peer-reviewed articles, book chapters and books in the field of ageing, and has been awarded more than \$20 million in competitive research funding, primarily in the areas of dementia and mental health in later life.

Originally from the United States, Nancy was awarded her AB from Princeton University in 1987, her PhD from Case Western Reserve University in 1992, and completed postdoctoral fellowships at the Neuropsychiatric Institute at UCLA, Los Angeles, and the Palo Alto Veterans Medical Center, Palo Alto, California.



Professor Robert Schweitzer

Qualifications: BSocSc(Hons), MA(ClinPsych), PhD

Robert was appointed by the PsyBA in December 2017.

Robert is Professor of Psychology in the School of Psychology and Counselling at Queensland University of Technology, where he established the training program in clinical psychology. Robert has authored numerous papers relating to psychological aspects of refugee mental health, has contributed to the development of innovative interventions for patients with serious mental health issues, and has published on phenomenology.

His contribution to the profession includes leadership roles on the Queensland Board of the Psychology Board of Australia. He continues to be involved in the profession as clinician, teacher and researcher.



Clare Thompson

Qualifications BBus, GDipMgt, LLB(Hons), LLM(Hons)

Clare was appointed by the PsyBA in June 2014.

Clare is an experienced civil litigation barrister with a demonstrated history of working for private and government clients. Clare is skilled in mediation, taxation dispute resolution, wills and estate dispute resolution and commercial dispute resolution. Clare is a strong legal professional with a Master of Laws (LLM) from the University of Melbourne, professional regulatory experience and governance experience through board memberships.

Departures

During the year, two directors completed their term on the APAC board and we thank them for their service.



Professor Mary Katsikitis

Mary is the Foundation Professor of Psychology and Discipline Leader at the University of the Sunshine Coast (USC). She spent many years in a clinical and health environment during her appointment with the Department of Psychiatry at the University of Adelaide. Mary was also Manager for Science and Education at the APS, managing accreditation and professional development processes for the members. In 2018, Mary was awarded the USC Vice Chancellor and President's Award for Excellence in Engagement.



Associate Professor Lesley Bretherton

Lesley is an experienced clinical psychologist with a demonstrated history of working in the paediatric hospital and healthcare industry. Lesley is skilled in research design, clinical supervision, psychological assessment, and neurodevelopment disorders. She is a strong healthcare services professional with a BA(Hons), MA(ClinPsych) and PhD focused in clinical psychology from the University of Melbourne.

Message from the Accreditation Assessment Committee Chair



The Accreditation Assessment Committee (AAC) is an advisory committee to the APAC board and is comprised of a range of experienced academics. The AAC met six times during 2017–18. The AAC receives all accreditation reports and makes recommendations to the board on all accreditation determinations.

With the introduction of the new accreditation standards around the corner, it has been a busy and exciting year for the AAC.

At the start of 2018 we began trialling a 'risk-based decision making' framework that places accreditation recommendations into one of three categories of minimal, low and high risk. If this trial proves to be successful, it is hoped that the APAC board will be able to delegate authority for decisions in the lower risk categories to the AAC, allowing us to advise the outcomes of the accreditation process to education providers in a shorter timeframe than is currently possible.

The AAC also oversaw a number of important process changes during the year, all aimed to strengthen the accreditation process and improve transparency. This work included the introduction of a pre-site teleconference for assessors, a post-site visit survey of providers, an increase in the number of assessors for all cycle and follow-up accreditation visits, and the inclusion of an APAC staff member on all site visits to support the assessment team.

Consistent with the theme of strengthening engagement with APAC's stakeholders, we also ran a number of stakeholder information sessions and education provider workshops on the new accreditation standards to help stakeholders better understand the changes that the standards will introduce. Like our education providers, we want to ensure high quality psychology education in Australia. It was great to have so many people attend these sessions to develop a shared understanding of APAC's work.

Finally, I want to thank the accreditation team in the APAC office who work tirelessly to keep on top of a very busy schedule of accreditation visits and AAC business. Without their support our work would very quickly grind to a halt!

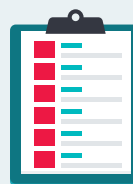
Caroline Hunt



6 AAC meetings held

APAC Assessors

An assessor's role is to assist in evaluating programs undergoing the accreditation process. Assessors have extensive experience in the provision of psychology education and training in the higher education sector, particularly in leadership positions.



18 assessors in pool

**9 existing and
9 newly recruited**



February 2018

**New assessor
training occurred**

'I just wanted to drop you a quick note to thank you for the recent visit. I was very happy to be part of what seemed to me to be a convivial, collegial, as well as evidently rigorous, process. This hasn't always been my experience of accreditation visits (either in the UK or Australia). Please pass on my thanks to the other members of the APAC team. It was very nice to meet you all.'

— Education Provider Staff Member

Accreditation Services

APAC's Accreditation Team is responsible for arranging and managing all interactions with education providers. This includes arranging all cycle and follow-up accreditation visits, collecting and reviewing annual updates and progress reports, servicing and supporting the Accreditation Assessment Committee (AAC) and the pool of accreditation assessors, and managing all enquiries from members of the public.

Accreditation site visits and assessments conducted 1 July 2017 to 30 June 2018

Education provider	Visit/assessment dates	Type and reason	APAC decision	No. of programs assessed	
				By title	All campuses
Australian College of Applied Psychology	1 October 2017	Initial on paper assessment of two new programs	5 March 2018	2	2
Charles Darwin University	3–4 August 2017	Site visit for cycle re-accreditation	4 December 2017	4	4
	8 June 2018	Follow-up visit	Decision pending	2	2
Charles Sturt University	22–25 August 2017	Site visit for cycle re-accreditation	4 December 2017	11	22
	5 June 2018	Follow-up site visit	23 July 2018	11	22
Curtin University	8–10 August 2017	Site visit for cycle re-accreditation	4 December 2017	12	12
Deakin University	4 September 2017	Follow-up visit	4 December 2017	4	12
Federation University Australia	22 May 2018	Follow-up site visit of one program	Decision pending	1	1
Murdoch University	Singapore: 11 September 2017	Initial assessment of new programs and follow-up	4 December 2017	11	11
	Perth: 14 September 2017				
RMIT	24–26 July 2017	Site visit for cycle re-accreditation	30 October 2017	6	7
	23 May 2018	Follow-up site visit	23 July 2018	6	7
Swinburne University of Technology	1 October 2017	On paper assessment of one new program	4 December 2017	1	1
	15–17 May 2018	Site visit for cycle re-accreditation	Decision pending	13	15
University of Adelaide	14–16 August 2017	Site visit for cycle re-accreditation	4 December 2017	12	12
University of Newcastle	11 October 2017	Follow-up site visit	5 March 2018	2	2
	28 June 2018	On paper assessment of one new program	Decision pending	1	1
University of New South Wales	21–23 May 2018	Site visit for cycle re-accreditation	Decision pending	36	36
University of the Sunshine Coast	1–2 May 2018	Site visit for cycle re-accreditation	Decision pending	9	9
University of Wollongong	NSW: 2–4 August 2017	Site visit for cycle re-accreditation	30 October 2017	15	16
	Singapore: 11 August 2017				
Victoria University	1 August 2017	On paper assessment	30 October 2017	1	1
	6 November 2017	Site visit follow-up	5 March 2018	2	2
Western Sydney University	1 February 2018	On paper assessment	16 April 2018	1	1

Active programs

There are **448 active programs accredited** (612 if same titled programs at a HEP's different campuses are included):

Sequence	No. of accredited programs
1–3 year	177
1–4 year	36
3 year bridging	11
4 year bridging	1
4th year	77
5th year	16
5–6 year	108
5–7 year	13
Post masters bridging	9

Discontinued programs

There are **178 discontinued programs being taught out** (204 if same titled programs at a HEP's different campuses are included):

Status	No. of discontinued programs
Newly reported	24
Renewed	110
Ended	44

By sequence and status:

Sequence	Total	N	R	E
1–3 year	81	18	48	15
1–4 year	14	2	11	1
3 year bridging	17	0	11	6
4 year bridging	0	-	-	-
4th year	13	0	5	8
5th year	4	0	1	3
5–6 year	16	1	12	3
5–7 year	33	3	22	8
Post masters bridging	0	-	-	-

Annual reports

41 providers are accredited with 34 reports received and 7 not required (due to those programs being fully assessed during the year).

Enquiries

APAC staff handled more than 3,000 enquiries in the form of emails and telephone queries. Approximately half of these enquiries came from students, members of the public, the Australian Health Practitioner Regulation Agency (AHPRA), the Tertiary Education Quality and Standards Agency (TEQSA), other government agencies, and Heads of Departments and Schools of Psychology, with the other half from education providers.

Message from the Finance, Risk and Audit Committee Chair



The Finance, Risk and Audit Committee (FRAC) is an advisory committee of the APAC board and provides advice and guidance to the board on finance, risk and compliance matters.

In terms of financial performance I am pleased that APAC delivered a small surplus for the year, which allows us to build our reserves to a sensible level to support future developments.

During the year we strengthened our risk oversight with the development of a new risk matrix that provides stronger insight into the risks faced by the organisation, how these are moving over time, and who has responsibility for managing the mitigation strategies for those risks.

I believe that APAC has strong financial, risk and compliance controls in place to support our development over the next few years.

Geoffrey George

Financials/Directors' report

Attendance at board meetings by directors in 2017–18

Name	2017			2018				
	14 August	11 September	30 October	4 December	15 January*	5 March	16 April	18 June
Lesley Bretherton	●	X	●	—	—	—	—	—
Romola Bucks	—	—	—	—	●	●	●	●
Roger Cook	●	●	●	X	●	●	●	●
Simon Crowe	X	●	●	●	●	●	●	x
Ann Doolette	●	●	●	●	●	●	●	●
Alison Garton	●	●	●	●	●	●	●	●
Geoffrey George	●	●	●	●	X	●	●	●
John Gleeson	●	●	X	●	●	●	●	●
Caroline Hunt	●	●	●	●	●	●	●	●
Mary Katsikitis	●	●	●	—	—	—	—	—
Lyn Littlefield	●	●	●	●	●	X	●	X
Nancy Pachana	●	●	●	●	●	●	●	●
Robert Schweitzer	—	—	—	—	X	●	●	X
Clare Thompson	●	●	●	●	X	●	●	●

● Present X Absent — Not a member at time of meeting * Teleconference

APAC office bearers

As a result of office bearer elections held in June 2018, Professor Caroline Hunt took over as Chair from Professor Simon Crowe, and Professor Roger Cook replaced Professor Hunt as a Deputy Chair. Professor Nancy Pachana was re-elected as Deputy Chair.

APAC members

APAC Ltd has three members, appointed by the Australian Psychological Society Ltd, the Heads of Departments and Schools of Psychology Association Inc., and a member appointed by the Psychology Board of Australia.

APAC staff (at 30 June 2018)

Mr Michael Carpenter, CEO

Ms Georgie Bodman, Accreditation Manager

Ms Annette Pettersen, Office Manager

Ms Mirella Alessio-Grunow, Senior Project Officer

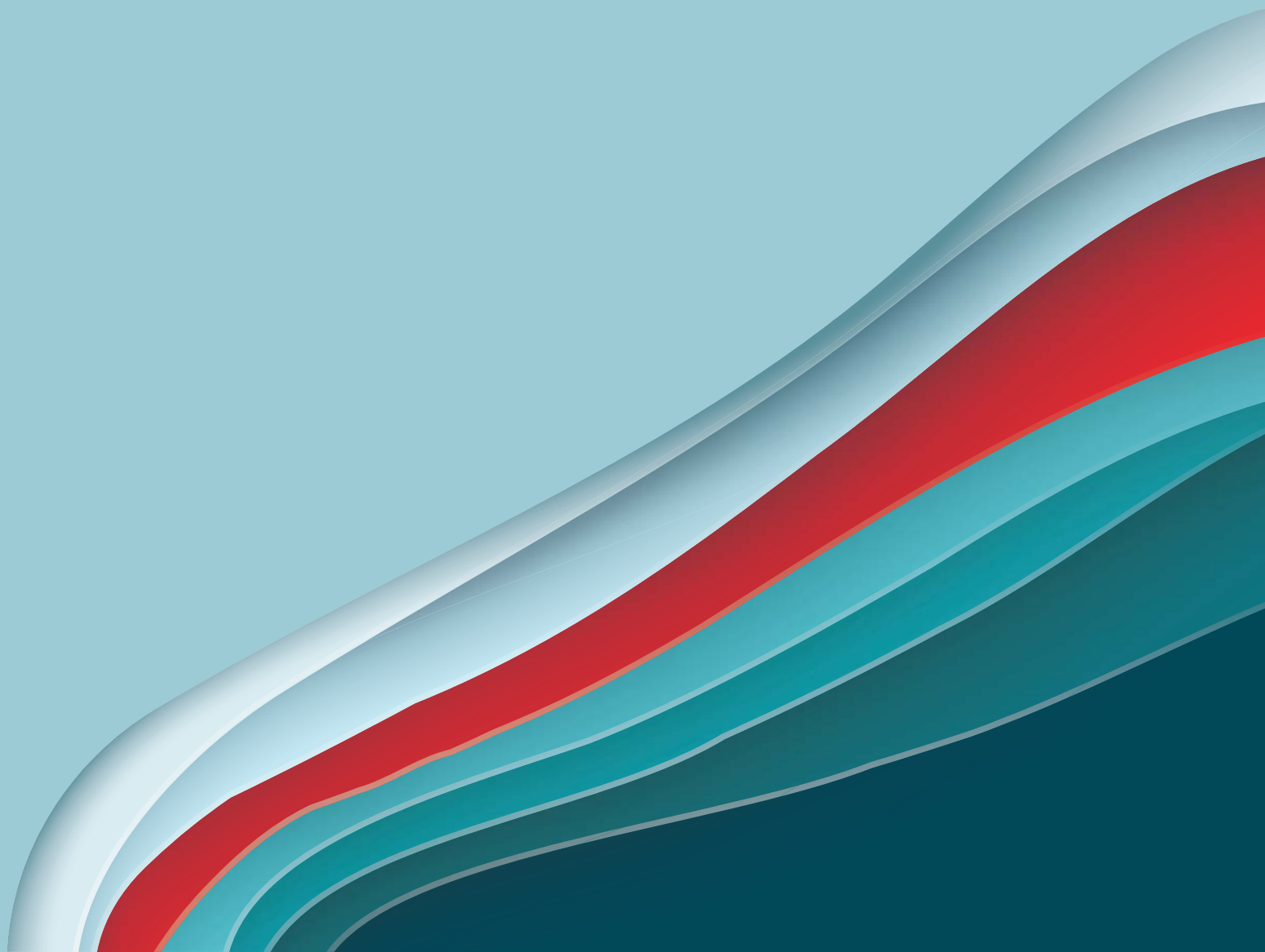
Mr John Milburn-Clark, Senior Accreditation Officer

Ms Cynthia Estibeiro-Rathod, Project Officer - Accreditation

Ms Kavitha Faruqui, Project Officer

FINANCIAL STATEMENTS

For the Year Ended 30 June 2018



Directors' Report

30 June 2018

The directors present their report on Australian Psychology Accreditation Council Ltd for the financial year ended 30 June 2018.

General information

Information on directors

The names of each person who has been a director during the year and to the date of this report are:

Professor Simon Crowe (Chair to 18 June 2018)	Appointed on 9 June 2014
Professor Caroline Hunt (Chair from 18 June 2018)	Appointed on 11 June 2014
Associate Professor Roger Cook	Appointed on 15 April 2016
Associate Professor Lesley Bretherton	Appointed on 18 June 2014 (retired on 30 October 2017)
Ms Ann Doolette	Appointed on 12 June 2014
Adjunct Professor Geoffrey George	Appointed on 29 November 2014
Professor Mary Katsikitis	Appointed on 13 June 2014 (retired on 30 October 2017)
Professor Lyn Littlefield OAM	Appointed on 12 June 2014
Professor Nancy Pachana	Appointed on 18 June 2014
Ms Clare Thompson	Appointed on 19 June 2014
Professor Alison Garton	Appointed on 11 July 2017
Professor John Gleeson	Appointed on 14 July 2017
Professor Romola Bucks	Appointed on 15 December 2017
Professor Robert Schweitzer	Appointed on 7 December 2017

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

Principal activities

The principal activities of the Company during the financial year were:

- to develop accreditation standards for the approval of the Psychology Board of Australia;
- assess programs of study and the education providers offering those programs against the approved standards; where appropriate grant accreditation to those providers and programs which meet the approved standards under sections 42-51 of the Health Practitioner Regulation National Law Act 2009;
- monitor accredited education providers and their accredited programs to ensure continued compliance with the approved standards under Section 50 of the National Law, and provide advice to the Psychology Board of Australia, government, education providers and other stakeholders regarding the education and training of psychologists in Australia.

Long term objectives

The Company's long term objectives are to fulfil APAC's mission of protecting the public by conducting accreditation that ensures graduates of accredited programs receive a high quality education and are well equipped to employ their psychological knowledge and skills in the community. This includes, where relevant, being sufficiently qualified and competent to meet the registration requirements of the Psychology Board of Australia.

General information

Members' guarantee

Australian Psychology Accreditation Council Ltd is a company limited by guarantee. In the event of, and for the purpose of winding up of the company, the amount capable of being called up from each member and any person or association who ceased to be a member in the year prior to the winding up, is limited to \$20 for members that are corporations and \$ NIL for all other members, subject to the provisions of the company's constitution.

At 30 June 2018 the collective liability of members was \$60 (2017: \$60).

Meetings of directors

During the financial year, 8 meetings of directors (including committees of directors) were held.

Attendances by each director during the year were as follows:

	Directors' Meetings	
	Number eligible to attend	Number attended
Professor Simon Crowe (Chair to 18 June 2018)	8	6
Professor Caroline Hunt (Chair from 18 June 2018)	8	8
Associate Professor Roger Cook	8	7
Associate Professor Lesley Bretherton	3	2
Ms Ann Doolette	8	8
Adjunct Professor Geoffrey George	8	7
Professor Mary Katsikitis	3	3
Professor Lyn Littlefield OAM	8	6
Professor Nancy Pachana	8	8
Ms Clare Thompson	8	7
Professor Alison Garton	8	8
Professor John Gleeson	8	7
Professor Romola Bucks	4	4
Professor Robert Schweitzer	4	2

Signed in accordance with a resolution of the Board of Directors:

Director



Professor Caroline Hunt

Director



Adjunct Professor Geoffrey George

Dated this 29 day of October 2018

AUDITOR'S INDEPENDENCE DECLARATION UNDER DIVISION 60 OF THE AUSTRALIAN CHARITIES AND NOT-FOR-PROFITS COMMISSION ACT 2012 TO THE DIRECTORS OF AUSTRALIAN PSYCHOLOGY ACCREDITATION COUNCIL

I declare that, to the best of my knowledge and belief, during the period ended 30 June 2018 there have been:

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



Matthew Hung, CA
rdl.accountants

29 October 2018
Blackburn, Victoria

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Statement of Profit or Loss and Other Comprehensive Income

For the Year Ended 30 June 2018

	Note	2018 \$	2017 \$
Revenue			
Revenue	4	1,567,345	1,389,093
Expenses			
Bank fees		(3,540)	(3,631)
Board, committee and meeting costs		(152,735)	(124,352)
Depreciation expense		(41,010)	(41,071)
Internet, IT and telephone expenses		(55,410)	(62,117)
General and office expenses		(22,441)	(24,576)
Membership fees		(12,703)	(12,519)
Professional fees		(55,661)	(47,019)
Project costs and assessor fees		(61,589)	(72,097)
Rental expense		(70,903)	(58,415)
Salaries and wages		(651,679)	(590,381)
Superannuation		(64,171)	(60,549)
Staff and recruitment costs		(35,115)	(56,762)
Travel and accommodation costs		(212,234)	(190,388)
Other expenses		(1,731)	(2,283)
		(1,440,922)	(1,346,160)
Profit before income tax		126,423	42,933
Income tax expense		-	-
Profit from continuing operations		126,423	42,933
Profit for the year		126,423	42,933
Other comprehensive income, net of income tax			
Total comprehensive income for the year		126,423	42,933

The accompanying notes form part of these financial statements.

Statement of Financial Position

30 June 2018

	Note	2018 \$	2017 \$
Assets			
Current Assets			
Cash and cash equivalents	5	721,878	752,123
Trade and other receivables	6	1,390	53,166
Other financial assets	7	312,119	304,461
Other assets	8	11,317	6,399
Total current assets		1,046,704	1,116,149
Non-current assets			
Property, plant and equipment	9	209,087	221,509
Total non-current assets		209,087	221,509
Total assets		1,255,791	1,337,658
Liabilities			
Current liabilities			
Trade and other payables	10	86,965	93,537
Employee benefits	11	40,747	32,969
Other liabilities	12	227,580	435,126
Total current liabilities		355,292	561,632
Non-current liabilities			
Employee benefits	11	-	1,950
Total non-current liabilities		-	1,950
Total liabilities		355,292	563,582
Net assets		900,499	774,076
Equity			
Retained earnings		900,499	774,076
Total equity		900,499	774,076

The accompanying notes form part of these financial statements.

Statement of Changes in Equity

For the Year Ended 30 June 2018

	Retained Earnings	Total
	\$	\$
2018		
Balance at 1 July 2017	774,076	774,076
Profit attributable to members of the parent entity	126,423	126,423
Transactions with owners in their capacity as owners		
Balance at 30 June 2018	900,499	900,499

	Retained Earnings	Total
	\$	\$
2017		
Balance at 1 July 2016	731,143	731,143
Profit attributable to members of the parent entity	42,933	42,933
Transactions with owners in their capacity as owners		
Balance at 30 June 2017	774,076	774,076

The accompanying notes form part of these financial statements.

Statement of Cash Flows

For the Year Ended 30 June 2018

	Note	2018 \$	2017 \$
Cash flows from operating activities:			
Receipts from customers		1,605,988	1,340,284
Payments to suppliers and employees		(1,609,583)	(1,170,173)
Interest received		13,133	10,664
Finance costs		(3,537)	(3,632)
Net cash provided by/(used in) operating activities		6,001	177,143
Cash flows from investing activities:			
Purchase of property, plant and equipment		(28,588)	(29,830)
Payments for investments		(7,658)	(304,461)
Net cash used by investing activities		(36,246)	(334,291)
Net increase/(decrease) in cash and cash equivalents held		(30,245)	(157,148)
Cash and cash equivalents at beginning of year		752,123	909,271
Cash and cash equivalents at end of financial year	5	721,878	752,123

The accompanying notes form part of these financial statements.

Notes to the Financial Statements

For the Year Ended 30 June 2018

The financial report covers Australian Psychology Accreditation Council Ltd as an individual entity. Australian Psychology Accreditation Council Ltd is a Company, incorporated and domiciled in Australia.

The functional and presentation currency of Australian Psychology Accreditation Council Ltd is Australian dollars.

The financial report was authorised for issue by those charged with governance on 29 October 2018.

The financial report as at 30 June 2018 incorporates a 12 month comparative period from 1 July 2016 to 30 June 2017.

I Basis of Preparation

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

2 Summary of Significant Accounting Policies

(a) Income Tax

The Company is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

(b) Revenue and other income

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

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

Interest revenue

Interest is recognised when received.

All revenue is stated net of the amount of goods and services tax (GST).

(c) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the statement of financial position .

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

(d) Property, plant and equipment

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

Where the cost model is used, the asset is carried at its cost less any accumulated depreciation and any impairment losses. Costs include purchase price, other directly attributable costs and the initial estimate of the costs of dismantling and restoring the asset, where applicable.

Plant and equipment

Plant and equipment are measured at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Depreciation

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

The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Plant and Equipment	5-33%
Software proprietary	10-33%

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

(e) Financial instruments

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

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

Financial Assets

Financial assets are divided into the following categories which are described in detail below:

- loans and receivables;
- financial assets at fair value through profit or loss;
- available-for-sale financial assets; and
- held-to-maturity investments.

Financial assets are assigned to the different categories on initial recognition, depending on the characteristics of the instrument and its purpose. A financial instrument's category is relevant to the way it is measured and whether any resulting income and expenses are recognised in profit or loss or in other comprehensive income.

All income and expenses relating to financial assets are recognised in the statement of profit or loss and other comprehensive income in the 'finance income' or 'finance costs' line item respectively.

Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturity. Investments are classified as held-to-maturity if it is the intention of the Company's management to hold them until maturity.

Held-to-maturity investments are subsequently measured at amortised cost using the effective interest method, with revenue recognised on an effective yield basis. In addition, if there is objective evidence that the investment has been impaired, the financial asset is measured at the present value of estimated cash flows.

Any changes to the carrying amount of the investment are recognised in profit or loss.

(f) Cash and cash equivalents

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

(g) Employee benefits

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

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits.

(h) New Accounting Standards and Interpretations

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The Company has decided not to early adopt these Standards.

3 Critical Accounting Estimates and Judgments

Those charged with governance make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

Key estimates - impairment of property, plant and equipment

The Company assesses impairment at the end of each reporting period by evaluating conditions specific to the Company that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.

Key estimates - receivables

The receivables at reporting date have been reviewed to determine whether there is any objective evidence that any of the receivables are impaired. An impairment provision is included for any receivable where the entire balance is not considered collectible. The impairment provision is based on the best information at the reporting date.

Key estimates - estimation of useful lives of assets

The company determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life intangible assets. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation and amortisation charge will increase where the useful lives are less than previously estimated lives, or technically obsolete or non-strategic assets that have been abandoned or sold will be written off or written down.

Key estimates - employee benefits provision

As discussed in note 2, the liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

4 Revenue

Revenue from continuing operations

	2018 \$	2017 \$
Revenue		
- Fee for service	604,198	525,680
- Funding from AHPRA	937,504	852,554
- Interest income	13,133	10,664
- Other income	12,510	195
Total Revenue	1,567,345	1,389,093

5 Cash and Cash Equivalents

	2018 \$	2017 \$
Cash at bank and in hand	513,879	548,347
Short-term deposits	207,999	203,776
	721,878	752,123

6 Trade and Other Receivables

	2018 \$	2017 \$
Current	1,390	53,166
Trade receivables	1,390	53,166

7 Other Financial Assets

	2018 \$	2017 \$
Current	312,119	304,461
Trade receivables	312,119	304,461

8 Other Assets

	2018 \$	2017 \$
Current	11,317	6,399
Prepayments	11,317	6,399

9 Property, plant and equipment

Plant and equipment

	2018 \$	2017 \$
Plant and equipment		
Cost	153,603	143,136
Accumulated depreciation	(95,154)	(77,599)
Total plant and equipment	58,449	65,537

	2018 \$	2017 \$
Computer software		
Cost	201,866	183,745
Accumulated depreciation	(51,228)	(27,773)
Total plant and equipment	150,638	155,972
Total property, plant and equipment	209,087	221,509

I0 Trade and Other Payables

Plant and equipment

	2018 \$	2017 \$
Current		
Trade payables	14,828	32,499
GST payable	46,264	17,055
PAYG withholding payable	13,394	20,546
Superannuation payable	6,653	9,356
Fringe benefit tax payable	2,012	13,766
Other payables	3,814	315
	86,965	93,537

Trade and other payables are unsecured, non-interest bearing and are normally settled within 30 days.
The carrying amounts are considered to be a reasonable approximation of fair value.

I I Employee Benefits

	2018 \$	2017 \$
Current liabilities	40,747	32,969
Annual leave	40,747	32,969
	2018 \$	2017 \$
Non-Current liabilities	-	1,950
Long service leave	-	1,950

12 Other Liabilities

	2018 \$	2017 \$
Current	227,580	435,126
Fees received in advance	227,580	435,126

13 Auditors' Remuneration

	2018 \$	2017 \$
Remuneration of the auditor, rdl.accountants for:		
- auditing and preparation of financial statements services	9,900	9,700
Total	9,900	9,700

14 Related Parties

(a) Transactions with related parties

There were no transactions with related parties during the current and previous financial year.

(b) Loans to/from related parties

There were no loans to or from related parties at the current and previous reporting date.

15 Events Occurring After the Reporting Date

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Company, the results of those operations, or the state of affairs of the Company in future financial years.

16 Statutory Information

The registered office of the Company is:

Australian Psychology Accreditation Council Ltd
Level 4 136 Exhibition Street
MELBOURNE VIC 3001

Directors' Declaration

The directors of the Company declare that:

1. the financial statements and notes for the period ended 30 June 2018 are in accordance with the *Corporations Act 2001* and:
 - a. comply with the Australian Accounting Standards - Reduced Disclosure Requirements, the Australian Charities and Not-for-profits Commission Regulations 2013 and other mandatory professional reporting requirements; and
 - b. give a true and fair view of the financial position and performance of the Company;
2. In the directors' opinion, there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

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

Director



Professor Caroline Hunt

Director



Adjunct Professor Geoffrey George

Dated this

29

day of

October

2018

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN PSYCHOLOGY
ACCREDITATION COUNCIL

Report on the Financial Report

Opinion

We have audited the accompanying financial report of Australian Psychology Accreditation Council (the company), which comprises the statement of financial position as at 30 June 2018, the statement of profit or loss and comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the directors' declaration.

In our opinion the financial report of Australian Psychology Accreditation Council has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- a. giving a true and fair view of the company's financial position as at 30 June 2018 and of its financial performance for the year ended on that date; and
- b. complying with Australian Accounting Standards - Reduced Disclosure Requirements (including Australian Accounting Interpretations) and Division 60 of the *Australian Charities and Not-for-profits Commission Regulations 2013*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the company in accordance with the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Directors' Responsibility for the Financial Report

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

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Auditor's Responsibility

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

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Matthew Hung, CA
rdl.accountants

29 October 2018
Blackburn, Victoria

