



Australian Psychology
Accreditation Council

Annual Report 2018–19



Acknowledgement of country

The Australian Psychology Accreditation Council acknowledges the Australian Aboriginal and Torres Strait Islander peoples as the traditional caretakers of the land.

We recognise the strength, resilience and capacity of the Australian Aboriginal and Torres Strait Islander communities of many languages, cultures and homelands. We are committed to honouring the cultural and spiritual connection of Australian Aboriginal and Torres Strait Islander people to their ancestral domains as well as the unique values, stories and resources that they hold.

We also pay our respects to Elders, past and present, and to youth and emerging leaders. We thank them for their enduring and continuing contribution to the life of this place.

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Message from the Chair

Welcome to the Australian Psychology Accreditation Council's (APAC) Annual Report for 2018–19. It's been another busy year and I'm delighted to share some of the highlights with you.

1 January 2019 officially saw the introduction of APAC's new *Accreditation Standards for Psychology Programs*, which we have been working on for a number of years. We hope these new accreditation standards will allow higher education providers to explore new ways to deliver their psychology programs and further raise the standard of psychology education in Australia. The standards also encourage education providers to increase their focus on contemporary issues such as interprofessional education and cultural responsiveness. The introduction of these standards is the result of enormous hard work from a vast number of people – too many to mention here – but I want to thank everyone who has been involved in their development. We hope that they will allow Australian psychology education providers to continue delivering world class education to the next generation of psychologists.

This year also saw APAC awarded a fresh five-year contract from AHPRA and the PsyBA to continue providing accreditation services under the National Law. This is the first time in APAC's history that we have been awarded a contract of this length and points to our strong working relationship with the PsyBA. The contract, which runs until mid-2024, also provides certainty and stability, allowing us to plan over a longer time horizon than has previously been possible. We very much look forward to working with the PsyBA during this period.

As well as working with the PsyBA we have continued to focus on maintaining strong working relationships with stakeholders during the year. This has included regular meetings with colleagues from HODSPA and the APS as well as delivering workshops and information sessions to interested colleagues about the new accreditation standards. These meetings continue to be extremely important for APAC to not only provide an update to stakeholders on our plans, but to also hear from those stakeholders and understand how our work impacts on them. We will continue to prioritise this going forward.

Finally, I want to thank the many people who play their part in ensuring that APAC's work remains successful. As Chair, I am very grateful for the work of our board and committee members, the assessors who undertake accreditation assessments for us and the staff team at the APAC office who support our work. I thank them all for their hard work and dedication.

Caroline Hunt

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



As Caroline has said, 2018-19 was another busy year for APAC.

In addition to the formal introduction of the new accreditation standards, which we'll touch on elsewhere in this report, the context in which we operate continues to evolve. We saw the publication of the final report of the Accreditation Systems Review from Professor Michael Woods, which made 32 recommendations on how the National Registration and Accreditation Scheme could be further strengthened. At the time of writing we don't yet know which of these recommendations Ministers will choose to adopt, but they will undoubtedly shape the way in which APAC operates in the coming years. We await the Ministers' response with great interest.

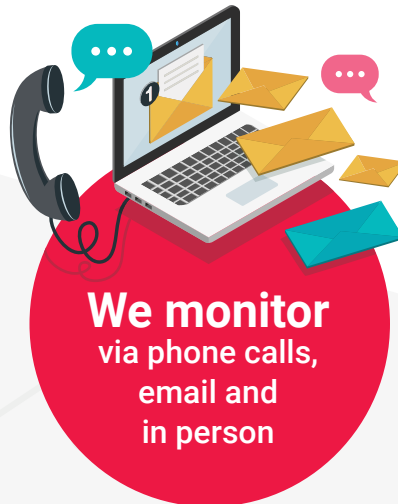
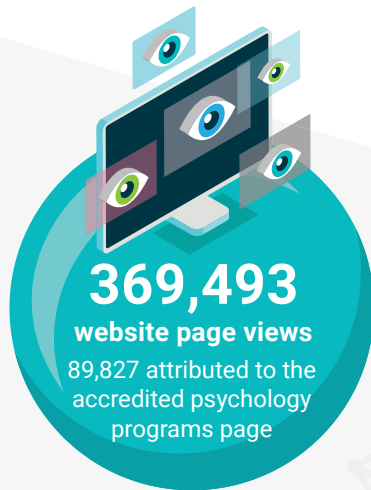
Internally, and with the increased stability provided by our new five-year contract with AHPRA and the PsyBA, we have placed a strong focus this year on a major Continuous Improvement Project which challenges us to look at how we can improve the efficiency of our processes and provide better services to our stakeholders. I look forward to reporting on some of the outcomes of this work next year. This work goes hand in hand with another area of focus this year, which has been managing our cost base to ensure that we make the best possible use of the limited funds available to APAC. This has seen us change several service providers to ensure that we get the best possible value from those providers.

Finally, I want to thank the excellent staff team that we have at APAC. They work hard to ensure that we maintain high standards in what we do and it's a pleasure to work with such a dedicated group of colleagues. I particularly want to thank Georgie Bodman, our Accreditation Manager, who moved on from APAC during the year. Georgie was well known to many of our stakeholders and put a huge amount of work into the development and rollout of our new accreditation standards. We wish her the very best for the future.

While it's been a busy 12 months, and the coming 12 months promise to be no less busy, it has also been hugely enjoyable and a great time to work at APAC. I am looking forward to another interesting and enjoyable year ahead.

Michael Carpenter

Highlights



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 2018–19 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.



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 John Dunn

Qualifications: BA (Hons), PhD

John was appointed by HODSPA in December 2018.

John is a Professor of Psychology in the School of Arts and Humanities at Edith Cowan University, Adjunct Professor in the School of Psychological Science at the University of Western Australia, and Honorary Visiting Research Fellow in the School of Psychology at the University of Adelaide. Previously, he has been the Chair of APAC, Chair of the Heads of Departments and Schools of Psychology Association, and Head of the School of Psychology at the University of Adelaide. He is a Fellow of the Psychonomic Society, and a member of the Association for Psychological Science, the International Association of Applied Psychology, the Cognitive Science Society, Society for Mathematical Psychology, and the Australasian Mathematical Psychology Society.

John obtained his PhD in 1984 from the University of Western Australia. He has since worked at the University of Western Australia, the University of Queensland, the University of Adelaide, and Edith Cowan University. His research is focused on cognitive psychology, human memory, reasoning, decision making, cognitive modelling, mathematical psychology, and methodological issues in human experimental psychology. He has published more than 80 peer-reviewed scientific papers and one book.



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, 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.



Professor John Gleeson

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

John was appointed by HODSPA in July 2017.

John has held the post of Head of Discipline (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 Craig Gonsalvez

Qualifications: M.A., PhD in Clinical Psychology

Craig was appointed by the APS in March 2019.

Craig Gonsalvez is a clinical psychologist by training and is currently Professor in Clinical Psychology at the School of Social Sciences and Psychology, Western Sydney University. He has considerable experience as a clinical psychologist, academic, educator and researcher. He has been actively involved in education and training of psychologists for more than 20 years, has served as Chair of Course Approvals for the Clinical College of the APS (2005–10), and has received several awards for his contributions to practitioner training and clinical supervision.

Craig's awards include the APS Award of Distinction for contributions to Clinical Psychology in 2009, an Australian Citation for Outstanding Contributions to Student Learning in 2016, and a National Award for Teaching Excellence in 2017 presented by the Australian Awards for University Teaching.

As a researcher, he has been the recipient of several national research grants, and is widely published with major contributions to the areas of clinical supervision and competency-based training.



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 Mary Katsikitis

Qualifications: PhD Adel, BA(Hons) Adel

Mary was appointed by the APS in March 2019.

Professor Mary Katsikitis is the Foundation Professor of Psychology and Discipline Leader at the University of the Sunshine Coast (USC). She has spent many years in a clinical/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.

Mary is a previous member of the Accreditation Assessment Committee (AAC) for the Australian Psychology Accreditation Council and the Program Development and Accreditation Committee for the APS. Mary holds the position of National Course Approvals Chair for the APS College of Clinical Psychologists.

Mary is currently the Consortium Lead for USC on two recent successful grant-funded projects involving Fetal Alcohol Spectrum Disorder diagnosis, assessment and training.



Professor Jenni Millbank

Qualifications: PhD (Kent); LLM (UBC); LLB (Hons), BA (USyd)

Jenni was appointed by the PsyBA in February 2019.

Distinguished Professor Millbank is Director of the Law Health Justice Research Centre at UTS: Law. Her research reaches across health, family and reproduction law.

Jenni is also a part-time Senior Member of the NSW Civil and Administrative Tribunal, sitting in the Occupational Division and the Consumer Commercial Division.



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.

During the year, four directors completed their term on the APAC Board and we **thank** them for their service.



Professor Simon Crowe

Simon is Professor of Neuroscience and Clinical Neuropsychology in the School of Psychology and Public Health, La Trobe University, and completed his term as the Chair of the Academic Board of La Trobe University (2012–16). Simon completed undergraduate studies in psychology and biology at La Trobe University and postgraduate studies at La Trobe (PhD) and the University of Melbourne (MSc). He is the current Chair of the College of Clinical Neuropsychologists of the APS, and Chair of the APAC (2016–18). Simon is a past President of the APS (2009–11) and was on the board of the APS from 2006–08. He was Chair of the Heads of Department and Schools of Psychology Australia (HODSPA) in 2005. 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. He is a past editor of the journal, *Australian Psychologist* (2001–05).



Professor Lyn Littlefield

Lyn resigned as a director in August 2018. She was previously the Executive Director of the APS and holds an appointment as an Adjunct 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

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.



Clare Thompson

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.

Message from the Accreditation Assessment Committee Chair



The Accreditation Assessment Committee (AAC) is an advisory committee to the APAC Board and comprises eight senior, experienced academics, chaired by a board director. During the year, one AAC member was appointed to the APAC Board and was replaced by a current assessor. The AAC met seven times during 2018–19 and I was appointed Chair in July 2018. The AAC provides team leaders for site visits, considers accreditation reports and makes recommendations to the board on all accreditation determinations.

The pool of assessors available to be members of site visit teams was increased in late 2018 with six new appointments. A day-long training session was held in November with new and existing assessors attending to ensure there was common understanding of the philosophy underpinning the new standards and the practicalities of implementing them. This was reinforced at the May AAC meeting, prior to site visits commencing, with a short training session covering the philosophy and processes of conducting site visits.

2019 saw the introduction of the new accreditation standards, coupled with a larger than usual number of cycle site visits. Prior to their introduction, considerable work went into mapping and re-stating conditions imposed under the previous standards into the language of the new standards. In most cases, this resulted in the removal of some of the earlier conditions as the new standards do not cover accreditation of the Academic Organisation Unit (AOU) but only the psychology programs that are offered. All those education providers with conditions on their programs were advised of the changes in December 2018.

The accreditation applications, which give education providers greater flexibility to demonstrate how they meet the standards, are different to those previously submitted and contain evidentiary supporting arguments and material, often as links to policies, procedures and other documents. Assistance is provided through the Evidence Guide, which is subject to annual evaluation by the AAC and the board. Reports from the site visits conducted so far have been varied and a format, acceptable to both the AAC and the APAC office staff, will be approved and evaluated.

The workload within the APAC office in the first six months of 2019 was extremely high and I, and the AAC members, are grateful for the team's tireless and professional support in managing the accreditation process, attending site visits and keeping track of the myriad submissions and queries that come into the office.

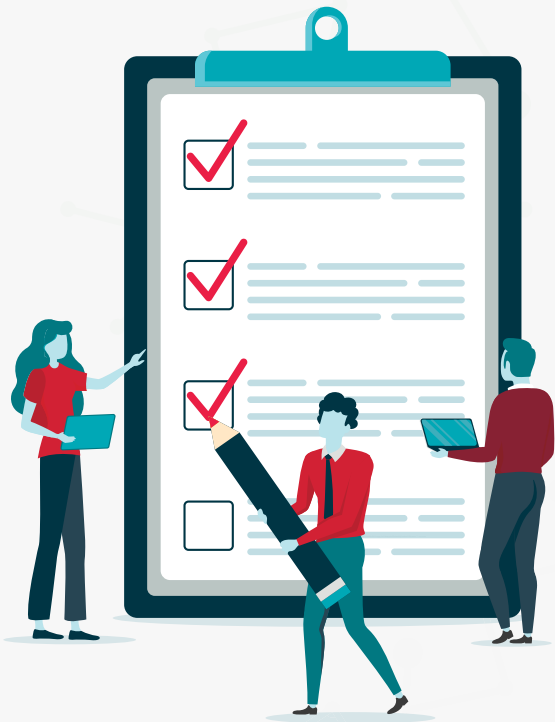
Alison Garton

AAC and assessor activity

AAC meeting attendance of nine members:

Meeting Date	No. attended	No. apologies
2 July 2018	8	1
20 August 2018	8	1
8 October 2018	9	0
12 November 2018	8	1
4 February 2019	7	2
18 March 2019	9	0
7 May 2019	8	1

7 AAC meetings held



22 assessors in pool
with 15 holding an Area of Practice Endorsement



- 2 assessor training days
- ▶ 1 held in November 2018 with 14 attendees
 - ▶ 1 focusing on new APAC Standards held in 2018 with 20 attendees

Accreditation services



APAC's accreditation team is responsible for managing its interactions with education providers. This includes arranging all cycle and follow-up accreditation visits, reviewing annual updates and progress reports, supporting the Accreditation Assessment Committee and liaising with the Psychology Board of Australia regarding accreditation determinations. The team also deals with a large volume of enquiries from education providers, students and members of the public.

Accreditation site visits and assessments conducted 1 July 2018 to 30 June 2019

Education provider	Visit/assessment dates	Type and reason	APAC decision	No. of programs assessed	
				By title	All campuses
Australian College of Applied Psychology	10 October 2018	Follow up from on paper assessment	15/04/2019	4	4
Australian College of Applied Psychology	12 November 2018	On paper assessment of four new programs	15/04/2019	4	8
Bond University	8 October 2018	On paper assessment of one new program	26/11/2018	1	1
Central Queensland University	12 November 2018	On paper assessment of one new program	26/02/2019	1	1
		On paper assessment of three existing programs new campuses	26/02/2019	3	5
Deakin University	18 March 2019	On paper assessment of one new program	27/05/2019	1	3
Federation University Australia	20 August 2018	On paper assessment of one new program	29/10/2018	1	1
ISN Psychology	4 September 2018	Follow up site visit	26/11/2018	4	4
	17 April 2019	Follow up site visit	Decision pending	1	1
La Trobe University	23–27 July 2018	Site visit for cycle re-accreditation	26/11/2018	10	16
Macquarie University	30 July – 1 August 2018	Site visit for cycle re-accreditation	26/11/2018	23	24
Monash University	Clayton: 14–17 August 2018	Site visit for cycle re-accreditation	26/11/2018	19	23
	Malaysia: 6 August 2018				
University of Adelaide	20 August 2018	On paper assessment of one new program	29/10/2018	1	1
University of Canberra	16–17 May 2019	Site visit for cycle re-accreditation	Decision pending	11	11
University of Newcastle	4 June 2019	Follow up from on paper assessment	Decision pending	1	1
	20 August 2018	On paper assessment of one new program	29/10/2018	1	1
University of New South Wales	26 September 2018	Follow up site visit	26/11/2018	2	2

Continued >

Continued >

Education provider	Visit/assessment dates	Type and reason	APAC decision	No. of programs assessed	
				By title	All campuses
University of Southern Queensland	11–14 June 2019	Site visit for cycle re-accreditation	Decision pending	10	20
University of Sydney	13–14 August 2018	Site visit for cycle re-accreditation	26/11/2018	36	36
University of Tasmania	7 May 2019	On paper assessment of four new programs	19/08/2019	4	8
University of Wollongong	12 November 2018	On paper assessment of one new program	26/02/2019	1	1
Victoria University	25 September 2018	Follow up site visit	29/10/2018	3	3
Western Sydney University	Sydney: 29 August 2018	Follow up site visit	26/11/2018	1	1
	OES Melbourne: 11 September 2018				

Monitoring and reporting

Active programs

There are 656 active programs accredited (491 if same titled programs at a HEPs different campuses are counted once) by sequence:

Sequence	No. of accredited programs
1–3 year	290
1–4 year	66
3 year bridging	22
4 year bridging	3
4th year	122
5th year	22
5–6 year	113
5–7 year	9
Post masters bridging	9

Discontinued programs

There are 230 discontinued programs being taught out (189 if same titled programs at a HEPs different campuses are counted once) by assessment type:

Status	No. of discontinued programs
Newly reported (N)	35
Renewed (R)	145
Ended (E)	50

By sequence and assessment type:

Sequence	Total	N	R	E
1–3 year	119	19	74	26
1–4 year	23	1	21	1
3 year bridging	15	0	8	7
4 year bridging	0	0	0	0
4th year	9	3	2	4
5th year	2	1	0	1
5–6 year	26	6	16	4
5–7 year	36	5	24	7
Post masters bridging	0	0	0	0

Progress reports

56 progress reports were submitted by education providers.

Annual reports

41 providers are accredited with 30 received and 11 not required (due to those education providers being fully assessed during the financial year).

Enquiries

APAC staff handled more than 3,000 enquiries in the form of emails and telephone queries. These enquiries came from education providers accredited with APAC, 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 (HODSPA).

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, it has been another pleasing year. At the end of the previous financial year, APAC's reserves sat at the level determined by the board to be prudent and we have built on that this year with a modest surplus, driven largely by prudent management of our cost base. This leaves APAC on a sound financial footing as we look forward to the coming year.

FRAC continues to regularly monitor risks facing the business and, as part of that, in early 2019 the board received a presentation from our IT services provider on the cyber-security risks that all businesses face. The advice received ensures that the FRAC remains aware, and has a good understanding, of the risks faced by APAC. I am satisfied as Chair that we continue to manage the risks facing the business as well as our compliance obligations.

Geoffrey George

Our team

The APAC office, located in Melbourne, Victoria is comprised of a small team of staff who support all of APAC's work. Staff bring a variety of expertise and experience to their roles at APAC with backgrounds in regulation, accreditation, quality assurance, higher education and healthcare.

APAC staff (at 30 June 2019)

Mr Michael Carpenter, CEO

Mr John Milburn-Clark, Director Accreditation

Ms Annette Pettersen, Office Manager

Ms Mirella Alessio-Grunow, Senior Project Officer

Ms Cynthia Estibeiro-Rathod, Senior Accreditation Officer

Ms Nghi Robinson, Senior Accreditation Officer

Ms Kavitha Faruqui, Project Officer

Financials/Directors' report

Attendance at board meetings by directors in 2018–19

Name	2018				2019		
	23 July	10 September	29 October	26 November	26 February	15 April	27 May
Romola Bucks	•	•	•	X	•	•	•
Roger Cook	•	•	•	•	•	•	X
Simon Crowe	X	•	•	X	—	—	—
Ann Doolette	•	•	•	•	•	•	•
John Dunn	—	—	—	—	•	•	•
Alison Garton	•	•	•	•	•	•	•
Geoffrey George	•	X	•	•	•	•	•
John Gleeson	•	X	•	X	•	•	•
Craig Gonsalvez	—	—	—	—	—	•	•
Caroline Hunt	•	•	•	•	•	•	X
Mary Katsikitis	—	—	—	—	—	•	•
Jenni Millbank	—	—	—	—	•	•	•
Lyn Littlefield	X	—	—	—	—	—	—
Nancy Pachana	•	•	•	X	—	—	—
Robert Schweitzer	•	•	•	•	•	•	•
Clare Thompson	•	•	•	•	—	—	—

• Present X Absent — Not a member at time of meeting

APAC office bearers

As a result of office bearer elections held in December 2018, Professor John Gleeson replaced Professor Nancy Pachana as a Deputy Chair. Professor Caroline Hunt and Adjunct Associate Professor Roger Cook served as Chair and Deputy Chair respectively for the period of this report.

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.

Financial Statements

For the Year Ended 30 June 2019

Directors' Report

30 June 2019

The directors present their report on Australian Psychology Accreditation Council Ltd for the financial year ended 30 June 2019.

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 Caroline Hunt (Chair)	Professor Alison Garton
Professor Simon Crowe (retired on 26 Nov 2018)	Professor John Gleeson (Deputy Chair)
Associate Professor Roger Cook	Professor Romola Bucks
Ms Ann Doolette	Professor Robert Schweitzer
Adjunct Professor Geoffrey George	Professor John Dunn (appointed on 5 Dec 2018)
Professor Lyn Littlefield OAM (retired on 2 Aug 2018)	Professor Jenni Millbank (appointed on 14 Jan 2019)
Professor Nancy Pachana (retired on 26 Nov 2018)	Professor Mary Katsikitis (appointed on 13 Mar 2019)
Ms Clare Thompson (retired on 26 Nov 2018)	Professor Craig Gonsalvez (appointed on 20 Mar 2019)

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.

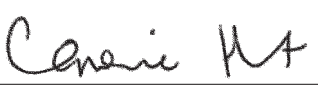
At 30 June 2019 the collective liability of members was \$ 60 (2018: \$ 60).

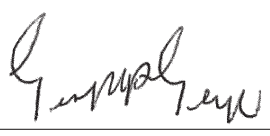
Meetings of directors

During the financial year, 7 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 Caroline Hunt (Chair)	7	6
Professor Simon Crowe	4	3
Associate Professor Roger Cook	7	6
Ms Ann Doolette	7	7
Adjunct Professor Geoffrey George	7	6
Professor Lyn Littlefield OAM	2	1
Professor Nancy Pachana	4	3
Ms Clare Thompson	4	4
Professor Alison Garton	7	7
Professor John Gleeson (Deputy Chair)	7	5
Professor Romola Bucks	7	6
Professor Robert Schweitzer	7	7
Professor John Dunn	3	3
Professor Jenni Millbank	3	3
Professor Mary Katsikitis	2	2
Professor Craig Gonsalvez	2	2

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

Director 
Professor Caroline Hunt

Director 
Adjunct Professor Geoffrey George

Dated this 28th day of October 2019



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 year ended 30 June 2019 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.

A handwritten signature in black ink, appearing to read 'Matthew Hung', with a stylized flourish at the end.

Matthew Hung, CA
rdl.accountants

28 October 2019
Blackburn, Victoria

Statement of Profit or Loss and Other Comprehensive Income

For the Year Ended 30 June 2019

	Note	2019 \$	2018 \$
Revenue			
Revenue	5	1,571,830	1,567,345
Expenses			
Bank fees		(4,340)	(3,540)
Board, committee and meeting costs		(161,683)	(152,735)
Depreciation expense		(43,253)	(41,010)
Internet, IT and telephone expenses		(44,842)	(55,410)
General and office expenses		(18,285)	(22,441)
Membership fees		(14,004)	(12,703)
Professional fees		(53,826)	(55,661)
Project costs and assessor fees		(69,235)	(61,589)
Rental expense		(80,063)	(70,903)
Salaries and wages		(598,245)	(651,679)
Superannuation		(61,990)	(64,171)
Staff and recruitment costs		(14,754)	(35,115)
Travel and accommodation costs		(235,410)	(212,234)
Other expenses		(12,169)	(1,731)
		(1,412,099)	(1,440,922)
Surplus before income tax		159,731	126,423
Income tax expense		-	-
Surplus for the year		159,731	126,423
Other comprehensive income, net of income tax			
Total comprehensive income for the year		159,731	126,423

The Company has not restated comparatives when initially applying AASB 9, the comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*.

Statement of Financial Position

30 June 2019

	Note	2019 \$	2018 \$
Assets			
Current assets			
Cash and cash equivalents	6	655,330	721,878
Trade and other receivables	7	37,466	1,390
Other financial assets	8	529,804	312,119
Other assets	9	9,124	11,317
Total current assets		1,231,724	1,046,704
Non-current assets			
Property, plant and equipment	10	178,109	209,087
Total non-current assets		178,109	209,087
Total assets		1,409,833	1,255,791
Liabilities			
Current liabilities			
Trade and other payables	11	38,409	86,965
Employee benefits	12	42,375	40,747
Other liabilities	13	268,819	227,580
Total current liabilities		349,603	355,292
Non-current liabilities			
Total liabilities		349,603	355,292
Net assets		1,060,230	900,499
Equity			
Retained earnings		1,060,230	900,499
Total equity		1,060,230	900,499

The Company has not restated comparatives when initially applying AASB 9, the comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*.

Statement of Changes in Equity

For the Year Ended 30 June 2019

	Retained Earnings	Total
	\$	\$
2019		
Balance at 1 July 2018	900,499	900,499
Surplus attributable to members of the parent entity	159,731	159,731
Transactions with owners in their capacity as owners		
Balance at 30 June 2018	1,060,230	1,060,230
	Retained Earnings	Total
	\$	\$
2018		
Balance at 1 July 2017	774,076	774,076
Surplus 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

The Company has not restated comparatives when initially applying AASB 9, the comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*.

Statement of Cash Flows

30 June 2019

	Note	2019 \$	2018 \$
Cash flows from operating activities:			
Receipts from customers		1,566,205	1,605,988
Payments to suppliers and employees		(1,409,239)	(1,609,583)
Interest received		10,788	13,133
Finance costs		(4,342)	(3,537)
Net cash provided by/(used in) operating activities		163,412	6,001
Cash flows from investing activities:			
Purchase of property, plant and equipment		(12,275)	(28,588)
Payments for investments		(217,685)	(7,658)
Net cash used by investing activities		(229,960)	(36,246)
Net increase/(decrease) in cash and cash equivalents held		(66,548)	(30,245)
Cash and cash equivalents at beginning of year		721,878	752,123
Cash and cash equivalents at end of financial year	6	655,330	721,878

The Company has not restated comparatives when initially applying AASB 9, the comparative information has been prepared under AASB 139 *Financial Instruments: Recognition and Measurement*.

Notes to the Financial Statements

For the Year Ended 30 June 2019

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 2019.

1 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 Change in Accounting Policy

Financial Instruments - Adoption of AASB 9

The Company has adopted AASB 9 *Financial Instruments* for the first time in the current year with a date of initial adoption of 1 July 2017.

As part of the adoption of AASB 9, the Company adopted consequential amendments to other accounting standards arising from the issue of AASB 9 as follows:

- AASB 101 *Presentation of Financial Statements* requires the impairment of financial assets to be presented in a separate line item in the statement of profit or loss and other comprehensive income. In the comparative year, this information was presented as part of other expenses.
- AASB 7 *Financial Instruments: Disclosures* requires amended disclosures due to changes arising from AASB 9, this disclosures have been provided for the current year.

The key changes to the Company's accounting policy and the impact on these financial statements from applying AASB 9 are described below.

Changes in accounting policies resulting from the adoption of AASB 9 have been applied retrospectively except the Company has not restated any amounts relating to classification and measurement requirements including impairment which have been applied from 1 July 2018.

Classification of financial assets

The financial assets of the Company have been reclassified into one of the following categories on adoption of AASB 9 based on primarily the business model in which a financial asset is managed and its contractual cash flow characteristics:

- Measured at amortised cost

Impairment of financial assets

The incurred loss model from AASB 139 has been replaced with an expected credit loss model in AASB 9 for assets measured at amortised cost, contract assets and fair value through other comprehensive income. This has resulted in the earlier recognition of credit loss (bad debt provisions).

Financial Instruments - Adoption of AASB 9

Transition adjustments

The impacts to reserves and retained earnings on adoption of AASB 9 at 1 July 2018 are shown below:

	Retained Earnings	Total
	\$	\$
Equity balances reported under AASB 139	774,076	774,076
Increase in expected credit losses for trade receivables	–	–
Opening equity balances at 1 July 2018 - AASB 9	774,076	774,076

Notes to the table:

(i) Increase in expected credit losses for trade receivables

The move to the expected credit loss model under AASB 9 has increased the provision for trade receivables at the adoption date.

Classification of financial assets and financial liabilities

The table below illustrates the classification and measurement of financial assets and liabilities under AASB 9 and AASB 139 at the date of initial application.

	Classification under AASB 139	Classification under AASB 9	Carrying amount under AASB 139	Carrying amount under AASB 9
			\$	\$
Financial assets				
Trade and other receivables	Loans and receivables	Amortised cost	1,390	1,390
Cash and cash equivalents	Loans and receivables	Amortised cost	721,878	721,878
Term deposits (i)	Held to maturity	Amortised cost	312,119	312,119
Total financial assets			1,035,387	1,035,387
Financial liabilities				
Trade payables	Other financial liabilities	Other financial liabilities	14,828	14,828
Other payables	Other financial liabilities	Other financial liabilities	72,137	72,137
Total financial liabilities			86,965	86,965

Notes to the table:

(i) Reclassification from Held to Maturity to Amortised Cost

Term deposits that would previously have been classified as held to maturity are now classified at amortised cost. The Company intends to hold the assets to maturity to collect contractual cash flows and these cash flows consist solely of payments of principal and interest on the principal amount outstanding. There was no difference between the previous carrying amount and the revised carrying amount of these assets.

3 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	2.5-33%
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

For comparative year

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;
- 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.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise principally through the provision of goods and services to customers but also incorporate other types of contractual monetary assets.

After initial recognition these are measured at amortised cost using the effective interest method, less provision for impairment. Any change in their value is recognised in profit or loss.

The Company's trade and other receivables fall into this category of financial instruments.

Significant receivables are considered for impairment on an individual asset basis when they are past due at the reporting date or when objective evidence is received that a specific counterparty will default.

The amount of the impairment is the difference between the net carrying amount and the present value of the future expected cash flows associated with the impaired receivable.

In some circumstances, the Company renegotiates repayment terms with customers which may lead to changes in the timing of the payments, the Company does not necessarily consider the balance to be impaired, however assessment is made on a case-by-case basis.

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.

Financial instruments are recognised initially 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).

Impairment of Financial Assets

At the end of the reporting period the Company assesses whether there is any objective evidence that a financial asset or group of financial assets are impaired.

For current year

Financial instruments are recognised initially 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

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification

On initial recognition, the Company classifies its financial assets into the following categories, those measured at:

- amortised cost

Financial assets are not reclassified subsequent to their initial recognition unless the Company changes its business model for managing financial assets.

Amortised cost

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows; and
- the contractual terms give rise on specified dates to cash flows are solely payments of principal and interest on the principal amount outstanding.

The Company's financial assets measured at amortised cost comprise trade and other receivables and cash and cash equivalents in the statement of financial position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, foreign exchange gains or losses and impairment are recognised in profit or loss. Gain or loss on derecognition is recognised in profit or loss.

Fair value through other comprehensive income

Impairment of financial assets

Impairment of financial assets is recognised on an expected credit loss (ECL) basis for the following assets:

- financial assets measured at amortised cost

When determining whether the credit risk of a financial assets has increased significant since initial recognition and when estimating ECL, the Company considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on the Company's historical experience and informed credit assessment and including forward looking information.

The Company uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

Financial Assets

The Company uses the presumption that a financial asset is in default when:

- the other party is unlikely to pay its credit obligations to the Company in full, without recourse to the Company to actions such as realising security (if any is held); or
- the financial assets is more than 90 days past due.

Credit losses are measured as the present value of the difference between the cash flows due to the Company in accordance with the contract and the cash flows expected to be received. This is applied using a probability weighted approach.

Trade receivables

Impairment of trade receivables have been determined using the simplified approach in AASB 9 which uses an estimation of lifetime expected credit losses. The Company has determined the probability of non-payment of the receivable and multiplied this by the amount of the expected loss arising from default.

The amount of the impairment is recorded in a separate allowance account with the loss being recognised in finance expense. Once the receivable is determined to be uncollectable then the gross carrying amount is written off against the associated allowance.

Where the Company renegotiates the terms of trade receivables due from certain customers, the new expected cash flow are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

Other financial assets measured at amortised cost

Impairment of other financial assets measured at amortised cost are determined using the expected credit loss model in AASB 9. On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

Financial liabilities

The Company measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Company comprise trade payables, bank and other loans and finance lease liabilities.

(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) Adoption of new and revised accounting standards

The Company has adopted all standards which became effective for the first time at 30 June 2019, refer to note 2 for details of the changes due to standards adopted.

4 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 have been reviewed under the expected credit loss model based on historical and forward tracking information and a provision has been included based on the estimates made. This provision is based on the best information available 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 3(g), 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.

5 Revenue

	2019 \$	2018 \$
Fee for service	558,305	604,198
Funding from AHPRA	988,318	937,504
Interest income	10,788	13,133
Other income	14,419	12,510
	1,571,830	1,567,345

6 Cash and Cash Equivalents

	2019 \$	2018 \$
Cash at bank and in hand	655,330	513,879
Short-term deposits	–	207,999
	655,330	721,878

7 Trade and Other Receivables

	2019 \$	2018 \$
Trade receivables	23,797	1,390
GST receivable	13,669	–
	37,466	1,390

8 Other Financial Assets

	2019 \$	2018 \$
Term deposits	529,804	312,119
	529,804	312,119

9 Other Assets

	2019 \$	2018 \$
Prepayments	9,124	11,317
	9,124	11,317

10 Property, plant and equipment

	2019 \$	2018 \$
Plant and equipment		
Cost	158,378	158,378
Accumulated depreciation	(111,452)	(95,154)
Total plant and equipment	46,926	58,449
Computer software		
Cost	209,366	201,866
Accumulated depreciation	(78,183)	(51,228)
Total computer software	131,183	150,638
Total property, plant and equipment	178,109	209,087

11 Trade and Other Payables

	2019 \$	2018 \$
Trade payables	9,165	14,828
GST payable	–	46,264
PAYG withholding payable	17,876	13,394
Superannuation payable	6,744	6,653
Fringe benefit tax payable	2,012	2,012
Other payables	2,612	3,814
	38,409	86,965

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.

12 Employee Benefits

	2019 \$	2018 \$
Annual leave	42,375	40,747
	42,375	40,747

13 Other Liabilities

	2019 \$	2018 \$
Fees received in advance	268,819	227,580
	268,819	227,580

14 Capital and Leasing Commitments

(a) Operating Leases

	2019 \$	2018 \$
Minimum lease payments under non-cancellable operating leases:	82,530	23,557
- not later than one year	133,478	–
- between one year and five years	216,008	23,557

Operating leases are in place for premise and telephone system which normally have a term between 3 and 5 years.

15 Members' Guarantee

The Company is incorporated under the *Australian Charities and Not-for-profits Commission Act 2012* and is a Company limited by guarantee. If the Company is wound up, the constitution states that each member is required to contribute a maximum of \$ 20 each towards meeting any outstandings and obligations of the Company. At 30 June 2019 the number of members was 3 (2018: 3).

16 Key Management Personnel Remuneration

The totals of remuneration paid to the key management personnel of Australian Psychology Accreditation Council Ltd during the year are as follows:

	2019 \$	2018 \$
Management Staff	104,180	85,042
Board of Management	17,043	40,251
	121,223	125,293

17 Auditors' Remuneration

	2019 \$	2018 \$
Remuneration of the auditor, rdl.accountants for:		
- auditing and preparation of financial statements services	9,240	8,800
- other assistance and services provided	1,800	1,100
	11,040	9,900

18 Contingencies

In the opinion of those charged with governance, the Company did not have any contingencies at 30 June 2019 (30 June 2018:None).

19 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.

(c) Key management personnel

Disclosures relating to key management personnel are set out in note 16.

No other remuneration has been paid or is payable to members of Board of Management.

20 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.

21 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 2019 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 28th day of October 2019

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 2019, 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 2019 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 confirm that the independence declaration required by the *Australian Charities and Not-for-profits Commission Act 2012*, which has been given to the directors of the company, would be in the same terms if given to the directors as at the time of this auditor's report.

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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contact@rdlaccountants.com.au
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ABN 84 164 947 290
Liability limited by a scheme approved under Professional Standards Legislation



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

12 November 2019
Blackburn, Victoria

