



**Cancer Nurses Society of Australia
Annual Report
2010 – 2011**

The CNSA is committed to achieving and promoting excellence
in cancer care through the professional contribution of nurses

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Mission Statement

The Cancer Nurses Society of Australia is committed to achieving and promoting excellence in cancer care. CNSA achieves this by providing leadership to the nursing profession by advocating for effective cancer control policy and supporting the delivery of quality nursing care.

Strategic Objectives 2009 – 2011

1. To ensure the financial viability and growth of the CNSA which will ensure it continues to provide a range of valued services to its member base.
2. To effectively resource the work of the CNSA and prioritise strategic yet achievable outcomes.
3. To foster greater input into cancer control policies and to broaden our relationships.
4. To facilitate cancer nurses' professional learning and development through enhancing opportunities for research and education related to cancer control.
5. To ensure the growth of the CNSA membership which will ensure it is able to continue to provide a range of valued services for cancer nurses.
6. To grow the capacity of CNSA to provide valuable services to members at the regional and rural level.

CNSA National Executive

Mei Krishnasamy (Chair, from Jan 2010)
Donna Milne (Vic, Deputy Chair, from Jan 2010-Dec 2010)
Anne Mellon (NSW, from Jan 2010)
Alexandra McCarthy (Qld, from Jan 2010)
Megan Nutt (ACT, Treasurer, from Jan 2010)
Sandy McKiernan (WA, from Jan 2010)
Tracey Doherty (SA, from Jan 2010)
Louise Nicholson (Tas, continuing from Jan 2008)
Trevor Saunders (Vic, from Jan 2011)

Gabrielle Prest (ex-officio NEC position, Jan – Dec 2010)
Letitia Lancaster (ex-officio position, ISNCC Regional Representative, from Sept 2008)

Chair's Report

The Cancer Nurses Society of Australia is committed to achieving and promoting excellence in cancer care through the professional contribution of nurses. The CNSA was formed in November 1998 to provide Australian cancer nurses with opportunities for networking and support and to provide a voice to enhance the nursing contribution to cancer care at local, national and international levels.

2010 saw a period of considerable change at the helm of the Cancer Nurses Society of Australia. With the exception of Louise Nicholson, National Executive Committee (NEC) representative for Tasmania, Gabrielle Prest, ex-officio/outgoing Chair and Letitia Lancaster, ex-officio/ISNCC Regional Representative, the remainder of the NEC members were all new to the national leadership team. The 2010-2011 NEC is extremely grateful to the outgoing members of the previous NEC for their ongoing support throughout the past year.

The following report to the Society's membership provides an annual overview of CNSA activities and achievements for our annual report period 1 April 2010 – 30 March 2011. The report is structured around the key directions articulated in the strategic plan developed for 2009 – 2011, that aim to continue growth and resource to the CNSA, to broaden our relationships, to enhance cancer nurses opportunities, and to further enhance services to all our members. In February 2011, the NEC met to review and revise the strategic plan to define a new set of measurable and achievable goals for the next 3 years. These goals build on the strengths of the 2009-2011 plan enabling the NEC to focus its activity on key directions essential to the continued growth of the CNSA. The 2011-2013 strategic plan is available on the CNSA website: www.cnsa.org.au/publications_policies_other_docs.htm.

Below are just a few highlights for the 2010-2011 reporting period. Further detail is presented in the body of the annual report.

- The CNSA Winter Congress in Perth 2010 saw the launch of the new affiliation between the CNSA and the **Australian and New Zealand Lung Cancer Nurses Forum (ANZ-LCNF)**, established as part of the Australian Lung Foundation. Mary Duffy, as inaugural Chair of the ANZ-LCNF was present at the opening reception of Congress to launch this exciting new collaboration between the CNSA and the Australian and New Zealand Lung Cancer Nurses Forum.
- The Grants and Awards scheme and the portfolio enabled two nurses to attend meetings, funded to the tune of \$3435 check against report
- An important development from the strategic planning activity was to progress the establishment of a **Research Committee** as a standing committee of the NEC. This committee was set up in response to the increasing demand for engagement of the CNSA members in diverse, multi-disciplinary research activities by research groups across Australia.
- The **13th Winter Congress** was in Perth and was an incredibly vibrant and successful meeting for the Society. The Congress also provided an opportunity to launch the revised CNSA Position Statements on the Minimum Safety Requirements for Nurses involved in the Administration of Anti-Cancer Drugs within the Oncology and Non-Oncology Setting and on the Minimum Education Requirements for Nurses involved in the Administration of Anti-Cancer Drugs within the Oncology and Non-Oncology Setting. The documents were launched by Louise Nicholson from Tasmania and have become widely sought publications by cancer nurses across Australia.
- With the introduction of the CNSA Research Committee, 2010 saw responsibility for grants and awards move to the **CNSA Education Committee**. Many thanks to Alayne Reid and all members of the Education Committee for coordination and management of this important CNSA activity. In 2010, work was also undertaken to revise the Terms of Reference of the Education Committee in response to the changing *needs and priorities* of the CNSA members. Throughout 2010 the Committee reviewed and provided recommendations for the CNSA Position Statements, the CoNNO National Nurse Credentialing Framework and also represented the CNSA as members of the *Cancer Learning* Advisory Committee, continuing the strong partnership between the CNSA and EdCaN team.
- The CNSA Regional Groups continue to deliver excellent educational and professional development opportunities to CNSA members across Australia. The success and continuation of the Groups are reliant on the energy of dedicated teams of CNSA members who promote this key function of the Society. Throughout 2010 there were five active Regional Groups including Perth and Environs, Adelaide, Sydney, Hunter and Melbourne. The NEC wishes to thank the outgoing Chairs for Adelaide (Sharon Reinbrecht) and Sydney (Kerry Murphy) for their work on behalf of the CNSA. I

would like to acknowledge the support provided by the Cancer Council in a number of states, providing secretarial, administrative and mail support to the Regional Groups

- Many nurses continue to participate in the CNSA Radiation Oncology nursing and Breast Cancer nursing Special Interest Groups (SIGs) and the activities they organise. The SIGs provide CNSA members with an important opportunity to network and develop expertise in key areas of cancer nursing irrespective of geographical location. Many thanks to the enthusiastic and committed leadership of the SIG Chairs, Elisabeth Black and Pauline Rose. In 2010, considerable energy and commitment was put into the development of a new Gynae-Oncology SIG. The SIG, led by Pauline Tanner and Judy Eddy will be launched at the 14th Winter Congress in Sydney, in July 2011.
- The Australian Journal of Cancer Nursing (AJCN) is the official journal of the CNSA and is co-edited by Letitia Lancaster (NSW) and Mei Krishnasamy (Vic). In 2010 two themed issues of the journal were published.
- During the 2010-2011 reporting period, the CNSA website saw an 11% increase in the total number of daily hits and an 18% increase in the total number of hits received every month
- CNSA members have contributed or represented the CNSA in many other activities, including:
 - Working to develop and inform the mCRC:CARE online education resource, that will be launched at Winter Congress in Sydney in 2011. mCRC:CARE comprises six educational modules that provide information and supportive care strategies to address the physical, psychological, social, and emotional needs of colorectal cancer patients. CNSA members contributed to the joint position statement issued by the Clinical Oncological Society of Australia (COSA) and Society of Hospital Pharmacists of Australia regarding a national standard approach to Etoposide and Etoposide Phosphate labelling in order to eliminate potential dosing errors.
 - CNSA also contributed feedback to the Australian Health Ministers' Advisory Council on the Development of a National Strategic Framework for Rural and Remote Health
 - CNSA continues to be an active participant in Coalition of National Nursing Organisations (CoNNO) meetings and, during 2010, contributed feedback through CoNNO to the Discussion Paper on Patient Safety in Primary Health Care
 - CNSA members have also contributed to eviQ reference committee meetings regarding important clinical issues such as extravasation management and safe administration of intravenous anti-neoplastic drug protocols.
 - In 2010, CNSA signed up to become a member of the Union for International Cancer Control Global Network Membership. The name of the Cancer Nurses Society of Australia now appears on the UICC website as part of their members list.
- The CNSA has continued to contribute to COSA activities and discussions around cancer care coordinators and their impact on patient outcomes. CNSA members also participate in many other COSA activities, such as its special groups (Adolescents and Young Adults, cancer in the elderly, neuro-endocrine tumours, regional/rural cancer services). Donna Milne (NEC representative for Vic) participated in the development of the 2010 Melbourne Annual Scientific Meeting.

It has been my privilege to work with the members of the NEC during 2010-2011: Sandy McKiernan (WA), Tracy Doherty (SA), Donna Milne (Vic) and Trevor Saunders (Vic), Sandie McCarthy (Qld), Megan Nutt (ACT) Anne Melon (NSW), Louise Nicholson (Tas) and Letitia Lancaster (ex-officio ISNCC).

I am pleased to present the 2010-2011 Annual Report for the Cancer Nurses Society of Australia.



Associate Professor Mei Krishnasamy
Chair, Cancer Nurses Society of Australia

www.cnsa.org.au

Objective:

1. To ensure the financial viability and growth of the CNSA which will ensure it continues to provide a range of valued services to its member base.

Financial Report

Megan Nutt served as Treasurer from January 2010 until the close of the financial year with assistance provided by staff at The Cancer Council Australia/COSA office.

Our 2010-2011 financial operations produced a strong surplus of \$52,835 (2010: surplus \$5,352; 2009: surplus \$13,509). Aspects to note on this revenue include:

- Revenue from members for CNSA was \$113,223, comprised of subscription and other income, educational material, general donation, net income from Winter Congress and interest income.
- Income amounting to \$38,009 was collected and forwarded to COSA for membership fees. The amount forwarded to COSA can vary from year to year depending on the timing of membership fees paid.
- The success of the CNSA Winter Congress held in Perth, Western Australia in July 2010 contributed \$42,998 to our result for the year.

The financial position of CNSA remains healthy with a total equity of \$508,587 with a net cash amount of \$9,410 provided by operating activities for the financial year. With this in mind, the priorities of the CNSA budget for the forthcoming financial year will be to:

- Resource opportunities for members to engage further in CNSA Regional Groups and Special Interest Groups
- Invest in communication strategies and resources that respond to CNSA member and partner needs
- Broaden membership growth opportunities
- Support strategic and administrative services of the CNSA NEC
-

A Statement of Comprehensive Income, a Statement of Financial Position, a Statement of Changes in Equity, a Cash Flow Statement and detailed summary are included with this report for your further information. Thank you to The Cancer Council Australia and its finance staff for their ongoing support.

Megan Nutt, CNSA Treasurer

Objective:**2. To effectively resource the work of the CNSA and prioritise strategic yet achievable outcomes.****Management Effectiveness: Strategic Report**

The CNSA NEC works to deliver to its members a strong and vibrant Society. Details of the strategic objectives for 2009-2011 can be found in the Strategic Plan for 2009-2011 at:

<http://www.cnsa.org.au/documents/july2010/CNSAStrategicPlan2009-2011.doc>

Key examples of ways in which the NEC works to deliver against strategic objectives outlined in the 2009-2011 plan are outlined below.

To effectively resource the work of the CNSA and prioritise strategic yet achievable outcomes:

- In February 2011, the NEC met for a two day Strategic Planning meeting at the COSA offices in Sydney. The days provided the NEC with an opportunity to articulate a vision for the CNSA, based on feedback from Member Surveys, Regional Group and SIG member discussions. In addition, the discussion took account of national and international nursing and multidisciplinary perspectives relevant to the growth of the CNSA. The two days culminated with the development of a new Strategic Plan for 2011-2013 that presents to members a suite of measurable and achievable targets to secure the ongoing vibrancy and success of the Society. In addition, details of a series of proposed amendments to the Memorandum and Articles of the CNSA were agreed by the NEC, Chairs of Standing CNSA Committees and ex-officio members at the meeting.

To foster greater input into cancer control policies and to broaden our relationships:

- The International Society of Nurses in Cancer Care (ISNCC) is the international voice of cancer nurses; improving standards of cancer care through the provision of education, research and training using international expertise. Four CNSA members are members of the Board of Directors of ISNCC, Sanchia Aranda, Patsy Yates, Letitia Lancaster and Catherine Johnson.
- At the 2010, 13th Winter Congress, Mary Duffy, the inaugural Chair of the Australian and New Zealand Lung Cancer Nurses Forum (ANZ-LCNF) (established as part of the Australian Lung Foundation), launched the ANZ-LCNF at Congress and spoke to the exciting new Memorandum of Understanding between the CNSA and the ANZ-LCNF. 2010-2011 has already seen opportunities for synergy and shared member benefits between the two groups.
- The National Executive continues to strive to attract new members to the CNSA and is committed to developing stronger affiliations with member organisations within COSA and relevant Societies and Groups outside COSA with whom we are yet to have established links. Discussions regarding establishing a Memorandum of Understanding between the Cancer Nurses Section of the New Zealand Nurses' Organisation Inc. and the CNSA have continued and both organizations look forward to formalizing the relationship in 2011.
- To grow the capacity of CNSA to provide valuable services to members at the regional and rural level.
- The Regional Groups are the most important component of the CNSA. They promote the visibility, relevance and contribution of the Society to members and non-members alike.

Mei Krishnasamy, Chair, CNSA

Objective:

3. To foster greater input into cancer control policies and to broaden our relationships.

ISNCC Report

The International Society of Nurses in Cancer Care is the international voice of cancer nurses; improving standards of cancer care through the provision of education, research and training using international expertise. CNSA is a full member of ISNCC.

In 2009 member societies voted for a constitutional change that has allowed for the establishment of a smaller 'expert' Board with members representing particular portfolios and a larger Member Council with representatives from all member societies. The Board is currently in a transition process with half the Board members providing the former regional representation and half assuming specific portfolios. The transition to a Board based on portfolio representation will be completed by 2012.

Members of CNSA who are currently ISNCC Board Members are:

- Sanchia Aranda - Immediate Past President
- Patsy Yates - Secretary/ Treasurer
- Tish Lancaster
- Catherine Johnson

Maryanne Hargraves is a member of the Scientific Program Committee for the 2012 International Conference on Cancer Nursing to be held in Prague from 9-12 September.

Tish Lancaster, Member, ISNCC Board of Directors

Clinical Oncology Society of Australia (COSA) Report

The CNSA continues to enjoy an important relationship with COSA as the peak body for all health professionals and scientists in cancer care. The Chair of the CNSA is a member of the COSA Executive and Council fostering links and opportunities for collaborations across many CNSA and COSA activities.

Of particular note during 2010, COSA has continued its support of cancer care coordinators, working with Queensland Health to support the Care Coordinators Conference on the Gold Coast in March 2010 and preparing for the next care Coordinator conference to be held in Melbourne in 2011.

CNSA members make an important contribution to COSA activities at many levels, including sitting on the Annual Scientific Committee, reviewing abstracts for the Annual Scientific Meeting; responding to and inputting feedback into state and commonwealth Strategic documents, ensuring a strong nursing perspective is included in feedback to government and key policy groups and engaging in many of the COSA special interest groups.

Mei Krishnasamy, Chair, CNSA

CNSA Representational Activities Report

COSA and Cancer Institute NSW

Development of Evidence Based Guidelines for Nutritional Management of Patients with Head & Neck Cancer

In July 2009, a project began to develop national evidence based guidelines for the nutritional management of head and neck cancer patients. Development of a national evidence based document will provide clinicians involved in the care of this complex population with a clinical tool to guide decision making and is intended to enhance multidisciplinary team (MDT) care and improve patient outcomes in Australia. This is a collaborative project involving the Cancer Institute NSW Oncology Group Head and Neck (NSWOG H&N) and the Clinical Oncological Society of Australia (COSA).

A Multidisciplinary Steering Committee was formed to provide expert advice regarding the nutritional issues and interventions related to head and neck cancers. The Project Dietician and dietician subcommittee then commenced literature searching, retrieval and appraisal. The strength of the evidence was assessed using the level of evidence rating system recommended by the National Health and Medical Research Council (NHMRC) and the resultant draft guidelines are presented in the format of evidence based clinical questions related to the dietetic management of this patient group.

Megan Nutt, CNSA Representative

CNSA Contribution to State/Commonwealth Strategic Documents Report

The CNSA continues to make a substantial contribution to strategic cancer control through contribution at various levels and through diverse activities. Of note for this reporting period are contributions to:

- The joint position statement issued by COSA and Society of Hospital Pharmacists of Australia regarding a national standard approach to Etoposide and Etoposide Phosphate labelling in order to eliminate potential dosing errors.
- The Australian Health Ministers' Advisory Council document on the Development of a National Strategic Framework for Rural and Remote Health.
- The Australian Commission on Safety and Quality in Health Care Discussion Paper on Patient Safety in Primary Health Care
- The Coalition of National Nursing Organisations Project to Develop a National Nurse Credentialing Framework, and
- To the South Australian Government document on Cytotoxic Guidelines.

Mei Krishnasamy, Chair, CNSA

Objective:

4. To facilitate cancer nurses' professional learning and development through enhancing opportunities for research and education related to cancer control.

Education Committee Report

The CNSA Education Committee advises and supports the CNSA National Executive Committee (NEC) on matters relating to nursing education and the recognition of the specialist cancer nurse role. The members comprise:

- Nicole King (Chair)
- Alexandra McCarthy
- Alayne Reid
- Pauline Rose
- Liz Pascoe
- Lucy Patton
- Leisa Brown
- Ray Chan

Given the changing needs and priorities of CNSA over the past few years, it was also timely for the Committee to revisit its Terms of Reference and have them endorsed by the NEC. Hence we have suggested that the specific functions of the Committee for 2011-2012, which are currently tabled with the NEC, are to:

- Provide expert knowledge, advice and information to the NEC on matters relevant to cancer nursing education
- Assist in the development and delivery of education programs in collaboration with other providers where such collaboration meets the needs of CNSA membership
- Review and comment on documents and educational resources produced by entities such as the National Education Framework Cancer Nursing (EdCaN) project and EviQ
- Critique and make recommendations regarding the recognition of the specialist nurse role (e.g. credentialing) in relation to Australian cancer nurses
- Contribute to the organisation of Winter Congress, ensuring education remains a priority within conference proceedings. This will be facilitated by (but not limited to):
 - The Chair of the Education Committee maintaining membership of the Local Organising Committee
 - Education Committee members reviewing abstract submissions
 - Education Committee providing advice to LOC regarding Winter Congress program content
 - Representing the Education Committee where relevant in Winter Congress activities
 - Assess and review CNSA Travel Grant and Award applications.

In line with these Terms of Reference, the Education Committee has contributed to the following initiatives in the past 12 months:

1. Reviewed and provided recommendations for:
 - a) The Terms of Reference for the CNSA Research Committee, the Clinical Practice Committee, and developed new Terms of Reference for the Education Committee
 - b) The CNSA Position Statement on the Minimum Education Requirements and the Minimum Safety Requirements for Nurses Involved in the Administration of Anti-cancer Drugs
 - c) CNSA EdCaN survey
 - d) Coalition of National Nursing Organisations National Nurse Credentialing Framework
2. The Chair or her nominee has represented CNSA at regular meetings of the Cancer Learning Advisory Committee. Major reporting items include advising on the content and updating of the Cancer Learning website, as well as a survey of nurses' use of the site.
3. The Chair or her nominee has represented the Education Committee at the regular meetings of the Local Organising Committee for Winter Congress.

4. The Committee provided feedback to the NEC regarding the future educational direction of CNSA with the aim of growing and supporting the membership, including possibilities for:
 - a) Education workshops within Winter Congress proceedings
 - b) Second-yearly Congress meetings with investments in smaller education workshops in each state in alternate years. Possible topics include writing abstracts for publications, interpreting research, using EdCaN resources, information technology skills, complementary and alternative medicine research, and practice nurse education
 - c) Enhancing the linkages between these Education Committee activities and Regional Groups.
5. Reviewed travel grant applications and abstract submissions for the 2011 Winter Congress
6. The full committee attended a productive one-day meeting with the EdCaN staff in Brisbane in February 2011. The meeting addressed consolidation of the linkages between CNSA and EdCaN, and the role of CNSA in the ongoing development and marketing of EdCaN resources. A beneficial outcome of the meeting is the joint presentation of a workshop at the 2011 Winter Congress by EdCaN and members of the Education Committee that will look at issues pertaining to the continuing professional development of cancer nurses and strategies for portfolio development and maintenance.

Nicole King, Chair

Grants and Awards Committee Report

The committee provides support for cancer nurses to undertake nursing research through the provision of grants and for further educational activities through the provision of CNSA and CNSA/IPSEN Travel Grants and the administration of the Pam Renouf Memorial Award program.

Sandie McCarthy stood down during 2010 to take up a position on the CNSA NEC. We thank her for her dedication and contribution to this committee over past years.

Members of the Grants & Awards Committee for the reporting period were:

- Leanne Monterosso (WA – Chair)
- Donna Milne (VIC)
- Sandie McCarthy (QLD – until April 2010)
- Lisa Sheeran (VIC)
- Annette Dahler (ACT)
- Judy Iasiello (SA)
- Sandy McKiernan (WA)
- Elisabeth Black (NSW)
- Diana Moore (QLD)
- Sue Perrot (QLD)
- Christine Long (QLD)
- Angela McClelland (NSW)
- Ray Chan (QLD)

1. CNSA TRAVEL GRANTS

A total of \$4000.00 was allocated for CNSA Travel grants for 2010 (for both Round 1 and Round 2). A total of \$2000.00 was awarded in travel grants for the reporting period; \$2000 for a Round 1 CNSA Travel Grant. No funding was allocated for the Round 2 CNSA Travel Grant round as the only application received was considered unsuitable.

Please note that unused CNSA Travel Grant funding from Round 2 was used to provide additional funding to the 2010 Research Grant recipient.

The following people were successful grant applicants:

CNSA Travel Grant Round 1

- Alison Szwajcer (NSW)

2. IPSEN/CNSA TRAVEL GRANTS

A total of \$3500.00 was available for Round 1 Ipsen/CNSA Travel Grants to support nurses who wish to attend Winter Congress. There was one application which was considered to be suitable for funding. The applicant was awarded \$1435.00. IPSEN generously agreed that CNSA could use remaining funds to award Ipsen Best Poster and Ipsen Best 1st Time Presenter awards at Winter Congress. A total of \$1000.00 was awarded, with \$500.00 awarded to each awardee.

The following people were successful grant applicants:

Ipsen Travel Grant Award

- Amanda Robertson (SA)

Ipsen Best Poster, Winter Congress

- Carol Cameron (WA)

Ipsen Best First Time Presenter, Winter Congress

- Musette Griffiths (NSW)

CNSA is appreciative of the generous support of our industry sponsor Ipsen.

3. PAM RENOUF MEMORIAL AWARD

A total of \$4,107.00 awarded for the reporting period. There were two applicants who were both successful. The following people were successful grant applicants:

Category A

- Elaine Carey (NSW)
- Moira Elizabeth Christie (NSW)

Category B

- No applicants

Category C

- No applicants

Leanne Monterosso, Chair, Grants & Awards Committee

13th Winter Congress 2010 Report

In 2010, the 13th Annual Cancer Nurses Society of Australia Winter Congress was hosted in Perth, Western Australia from 29 – 31 July. The theme “Leadership, Diversity and Innovation: The Global Picture” was a great success with 363 delegates attending with representation from New Zealand, Nigeria and the United Arab Emirates. The international Keynote Presenter was Dr Julia Downing from Uganda. Julia, Deputy Executive Director of the African Palliative Care Association, gained her PhD evaluating palliative care training in rural Uganda and worked extensively in the area of palliative care in Uganda, engaged the CNSA audience with her enthusiasm and authenticity. Her poignant presentations captured the hearts and minds of everyone present contributing to a successful congress.

Dr Allison Kitson, Professor of Nursing and Head of Discipline at the University of Adelaide, South Australia has a wealth of experience in leadership roles both in the UK and Australia and provided the audience with a thought provoking presentation, “Leadership for Innovation”.

The four (4) Pre-Congress Workshops were well supported as were the two (2) Breakfast Symposia. In addition to the 2 Keynotes there were 4 invited speakers. Sixty eight (68) abstracts were received with forty four (44) oral presentations accepted and presented.

Eleven (11) companies sponsored CNSA WC in 2010 with Pfizer and Hospira as Gold Sponsors, Novartis, Roche and Cancer Australia as Silver Sponsors and Sanofi-Aventis as our Bronze Sponsor attracting a total of \$123,800 in revenue. Twenty-nine (29) exhibition booths were purchased providing \$74,890 in revenue. Overall, sponsorship contributed to a successful 2010 CNSA Winter Congress which produced a surplus of \$40,299.

The success of CNSA Winter Congress 2010 reflected the work and commitment of the Local Organising Committee ably chaired by Lucy Patton who did a fabulous job coordinating Congress at the Hyatt in Perth. Members of the committee included Sandy McKiernan, Violet Platt, Leanne Monterosso, Sam Gibson, Meg Plaster, Susan Hyde, Kerin Young, Rachel Jenkin, Rosalind Stott, Lauren Knight, Allison Fosberry and Bryce McCarthy. The Winter Congress Planning and Development Committee members were Lucy Patton (LOC), Gabrielle Prest (Chair CNSA), Catherine Johnson (Treasurer), Sandy McKiernan (LOC), Sam Gibson (LOC) and Maryanne Hargraves (Chair). Our Conference Organisers, Arinex, namely Edwina Stevens ensured the conference was well coordinated.

The Congress Planning and Development Committee has selected Sydney for Winter Congress 2011.

**Maryanne Hargraves,
Chair, Congress Planning and Development Committee**

Australian Journal of Cancer Nursing Report

Two issues of the Australian Journal of Cancer Nursing (AJCN) journal were published during the reporting period. Both were themed issues with clinical experts invited to author the papers focussed on gynaecological cancers and on radiation therapy nursing.

The Editorial Board has met with the Editors once by teleconference to plan future issues. Members of the Editorial Board are:

- Carol Cameron (WA)
- Louise Nicholson (Tas)
- Jenny O'Baugh (NSW)

The distribution and postage of the journal is now undertaken by the publisher, rather than the COSA office.

Tish Lancaster and Mei Krishnasamy, Editors, Australian Journal of Cancer Nursing

Research Committee Report

The committee was formed in April 2010. Our first Face-to-Face meeting was held on 30 June 2010 in Perth at Winter Congress where Terms of Reference were developed. Role of the committee:

1. Advise and support the CNSA National Executive (NEC) on matters relating to cancer control research.
2. To support the objectives of CNSA to promote excellence in cancer control and care through research and the translation of research into practice. Specific functions
3. Provide expert knowledge, advice and information relevant to cancer nursing research and evidence based practice.
4. Develop and implement process and guidelines for the review of research proposals seeking CNSA membership participation.
5. Provide guidance for research initiatives to meet CNSA's objectives to promote excellence in cancer care as they align with CNSA strategic priorities.
6. Review CNSA research grant applications and award funding.
7. Act as a knowledgeable resource for the NEC by collaborating with relevant CNSA sub committees and membership.
8. Collaborate with external research groups.
9. Active promotion of relevant research grants and opportunities that may be of interest to CNSA members.

Members of the Research Committee for the reporting period were:

- Leanne Monterosso (WA – Chair)
- Sandie McCarthy (QLD)
- Rosie Brown (VIC)
- Pammie Ellem (QLD)

1. CNSA RESEARCH GRANTS

\$5,000.00 awarded for the reporting period.

One application was received for this award. The application was considered of high quality and funding was awarded to the following recipient as follows:

- Nicole Gavin (QLD Royal Brisbane and Women's Hospital). Awarded funding to support a study to compare the impact of venous access device administration set replacement at 4 days versus 7 days on infective, clinical and cost outcomes.

2. CNSA MEMBERSHIP RESEARCH SURVEY REQUESTS REVIEWED BY COMMITTEE

- Clinicians' role in promoting physical activity to prostate cancer patients
- Knowledge, attitudes and practices (KAP) of health care clinicians in recommending physical activity to prostate cancer patients
- Psychosocial care in cancer settings: assessment of psychosocial services and factors influencing provision of services among Australian cancer nurses.

Leanne Monterosso, Chair, Research Committee

Objective:

5. To ensure the growth of the CNSA membership which will ensure it is able to continue to provide a range of valued services for cancer nurses.

Communications Report

1. CNSA Website Report www.cnsa.org.au

The year 2010-11 has demonstrated continual growth in the use of the CNSA website from previous years. From 2009-10 to 2010-11 there has been an 11% increase in the total number of daily hits and an 18% increase in the total number of hits received every month. Usage statistics demonstrate peaks at key time points in the CNSA calendar, such as call for abstracts for Winter Congress, membership renewal period, closing dates for CNSA grants and awards and Winter Congress registration.

Summary of Hits 2010-11			Summary of Hits 2009-10		
Month	Daily Average	Monthly Total	Month	Daily Average	Monthly Total
May 11 (incomplete)	2453	73591	May 10 (incomplete)	1576	17343
Apr 11	2161	64847	Apr 10	1854	55644
Mar 11	2136	66237	Mar 10	1951	60492
Feb 11	1889	52915	Feb 10	1765	49431
Jan 11	1265	39217	Jan 10	1342	41602
Dec 10	1082	33544	Dec 09	1010	31321
Nov 10	1671	50142	Nov 09	1100	33019
Oct 10	1429	44306	Oct 09	1386	42969
Sep 10	1267	38024	Sept 09	1467	44039
Aug 10	1444	44774	Aug 09	1200	37219
July 10	1671	51822	July 09	1480	45882
June 10	1509	45290	June 09	1832	54977
TOTAL 10-11		604709	TOTAL 09-10		513938

Top 5 pages accessed per month include:

- Publications and Policies
- CNSA Winter Congress
- Links
- Other Conferences
- Grants and Scholarships

Top 5 documents downloaded from site:

- Cytotoxic Drugs and Related Waste: Risk Management Guide
- CNSA News
- Central Venous Access Devices: Principles for Nursing Practice and Education
- Call for Abstracts
- Annual Report

Top 5 countries accessing site:

- Australia (50% of hits)
- USA
- New Zealand
- Russian Federation
- United Kingdom

2. Email Account info@cnsa.org.au

Enquiries through the CNSA email account are constant, with a peak demonstrated during the membership renewal period.

The provision of contemporary online services is a key priority for the National Executive Committee. The potential for development of the CNSA website is high on the agenda of the National Executive Committee and remains a feature of the Strategic Plan. The National Executive Committee will work towards improving its online services for members into the future.

Anne Mellon, Website Coordinator

3. The CNSA Newsletter

During the 2010 to 2011 reporting period, the CNSA News has been produced three times. The publications were delivered in August 2010, October 2010, and March 2011. Responsibility for the collection of material and production of the newsletter was coordinated by Liesa Bruhn of Out of Site Services until she resigned from her position. Liesa was assisted by a member of the CNSA National Executive Committee who acts in an advisory capacity and assists with final editing. For the period to December 2010 Donna Milne held this position and Mei Krishnasamy has taken over the helm from January 2011.

The newsletter continues to be available in an electronic format only via a direct link to the publication on the CNSA website. It is hoped this will also encourage members to further explore the website and become more familiar with all activities undertaken by the Society. Likewise, non member visitors to the website have access to the newsletter and all the important information it contains.

The newsletter remains a valued source of information for all CNSA members and it is with gratitude that articles are received for inclusion.

Donna Milne, Newsletter Coordinator/Deputy Chair/NEC Representative (Vic) until Dec 2010

Special Interest Groups (SIGS) Report

Realisation of the aims and objectives of CNSA is assisted through the activities of Special Interest Groups (SIGs). Each SIG comprises members who establish networks to address professional and educational issues relating to specific areas of cancer nursing practice. This networking has been achieved in the following ways with varying levels of engagement and success:

- Communication between SIG members through means such as the CNSA newsletter, CNSA website and email correspondence.
- Provision of education through special interest sessions at CNSA Winter Congress and the COSA Annual Scientific Meeting.
- National activities in the area of interest.

Recent feedback from current and potential SIG members highlighted three core issues relating to SIG function that were tabled by Tracey Doherty (SIG Co-ordinator) at the CNSA National Executive Committee (NEC) meeting on 25th February 2011. Strategies to address these issues were considered and implemented by the NEC and included:

- Better enable achievement of minimum requirements for CNSA Special Interest Groups
There are currently 7 minimum requirements for CNSA SIGs covering issues relating to membership, election of the SIG Management Committee, SIG meetings and reporting requirements.
 - a) Tracking of SIG membership has been highlighted as particularly difficult as CNSA membership reports do not currently include identification of SIG members. The increased administrative and Executive Officer support secured by the NEC is expected to enable membership reports that meet the needs of SIGs.
 - b) Attendance of SIG Chairs at CNSA Winter Congress has also been supported by the NEC to enable an annual face to face meeting of SIG members/management group.

Review of the SIG guidelines will progress post review of the Memorandum and Articles of Association of the Cancer Nurses Society of Australia Incorporated to ensure consistency and alignment with any new directions.

- Support process of Establishing a SIG
Successful establishment of a CNSA SIG requires a significant amount of time, energy and resource. This preliminary work routinely relies on 1 or 2 dedicated CNSA members to promote and engage with prospective members whilst preparing an application to the NEC.
The NEC has endorsed the establishment of small capability/seeding grants to the value of \$1,000.00 dedicated to the development of CNSA SIGs.

1. Establishment of the Gynaecological Oncology SIG (GynSIG)

This is CNSA's most recent SIG. The past year has seen a tremendous amount of work and dedication from Pauline Tanner (GynSIG Chair) and Judy Eddy (GynSIG Deputy Chair) to build on the demonstrated interest of CNSA members to submit a successful application to the NEC to form a Gynaecological Oncology SIG (GynSIG).

The rationale for the establishing the GynSIG within CNSA were:

1. To help CNSA members working in speciality areas network with each other.
2. To enable engagement with nurses from New Zealand through collaborations at Australia and New Zealand Gynae-Oncology Group meetings.
3. To utilize the guidelines available through the CNSA for the formation of and ongoing support for cancer nurse special interest groups (SIG).
4. To be able to share information on SIG's and SIG activities through the CNSA newsletter and website.
5. To align the SIG with the mission and objectives of CNSA as they are in keeping with the objectives of this group.
6. To utilise specialty education opportunities through the CNSA Winter Congress and COSA Annual Scientific Meeting

The group currently has 63 nurses on an email distribution list and has established networking opportunities to share clinical practice and research interests at a variety of conferences and forums.

They plan to meet twice a year for the purpose of education, networking, encouraging research and evidence based practice. These meetings will be held at Australia and New Zealand Gynae-Oncology Group and CNSA Winter Congress meetings and commenced with a 2 hour nurses workshop at ANZGOG in February 2011.

The GynSIG plans to contribute to the mission and objectives of CNSA by:

- Providing a forum for professional networking and collaboration
- Providing opportunities for educational and research activities,
- Acting as a point of reference for nursing practice issues
- Developing guidelines for specialty areas of cancer nursing practice
- Establishing processes for peer review of evidenced-based practice

2. Breast SIG Report

Executive Management Committee (EMC) of the Breast SIG consists of:

- Elisabeth Black (NSW) – Chair
- Sarah Pratt (VIC) - Deputy Chair
- Marion Strong (QLD)- special projects
- Judy Iasiello (SA)- special projects
- Sally Timmins (rural VIC)-special projects
- Sholeh Boyle (WA)- special projects

The management group aims to provide ongoing leadership and professional support to the SIG membership, encourage activities that will see the BCN SIG continue to grow, provide professional development opportunities to members and expertise to breast cancer related work and projects at a State and National level.

As most of the committee has held office for 2 years expressions of interest to join the EMC from the Breast SIG membership will be called for prior to the Breast SIG AGM at CNSA Winter Congress in Sydney.

SIG Activities for 2010/11:

- SIG AGM for 2010 was held at CNSA Winter Congress and was well attended
- Regular sharing of information, reports and newsletters by email
- Special projects: A discussion took place at the AGM to decide what special projects the group would undertake in 2010 and an expression of interest to participate in the groups was emailed to the membership. The special project groups have been formed and are being chaired by members of the SIG Executive. The following projects were decided upon:
 - Development of Australian Clinical Practice Guidelines for breast care nurses
 - Workforce sustainability issues for breast care nurses

Unfortunately due to workload demands the projects have not progressed but there is still interest from the group to progress when workloads allow.

- National Breast and Ovarian Cancer Centre SIG representatives on working parties to review current guidelines and practice include the following committees:
 - Exploring models of shared care for follow up after breast cancer
 - Sentinel Node Mapping and Biopsy

- Rural Health Professional Advisory Network
- Clinical practice guidelines for the management of early breast cancer - in particular the use of bisphosphonates in early and advanced breast cancer
- Clinical practice guidelines for the management of advanced breast cancer - in particular the use of hypofractionated radiotherapy
- One of our SIG members is also representing CNSA on the Steering Committee of a large multi-centre trial looking at resources for women considering breast reconstruction as part of their treatment for breast cancer
- Selection of SIG members to represent CNSA on these working parties/ steering committees is by EOI and selection panel review in line with CNSA policy.

Elisabeth Black, Chair, On behalf of the SIG Management Committee

3. Radiation Oncology Nursing SIG (RONSIG) Report

RONSIG has made significant efforts to establish an up to date membership list over the past 12 months. There are currently 49 identified members within WA, SA, Vic, NSW, Qld, NT, ACT maintained on an email distribution list.

Establishment of the email network has provided a useful system of communication to address professional and educational issues relating to the specific area of cancer nursing practice including;

- staffing levels in radiation oncology nursing
- the use of vaginal dilators following the Cochrane Review in 2010

Another initiative has been the compilation of a list of all Radiotherapy Units in Australia including relevant contact details. The list has been identified as a useful information tool and may also provide access sites who may be interested in participation in surveys and studies relating to radiotherapy. A draft has been sent to the membership for reviewing and updating.

Lack of a SIG management group has been identified as a need for ongoing RONSIG development and sustainability.

Pauline Rose (RONSIG chair) represented the group in May this year at the first face-to-face meeting in Melbourne for the SIG Chairs and members of the CNSA National Executive Committee.

Pauline Rose, Chair, RONSIG

Tracey Doherty, NEC SIG Coordinator and SA State representative

Objective:

6. To grow the capacity of CNSA to provide valuable services to members at the regional and rural level.

Regional Group Report

CNSA Regional Groups are the backbone of CNSA, supporting members at a local level, providing networking and educational updates throughout the year, as well as participating in essential work with the National Executive Committee.

Currently there are six established CNSA Regional Groups, most of which have new committee members and/or new Chairs this year.

- Melbourne
- Hunter
- Adelaide
- Brisbane
- Sydney
- Perth

Groups have embraced a range of techniques to entice members to local events. Survey Monkey has been a useful tool to address member's educational needs and throughout the last year each group has brought a range of local events to their members, including seminars, workshops and dinner meetings.

Some of the topics presented at Regional Group education sessions, forums and workshops include:

- Ovarian Cancer Focus
- Adolescent and Young Adult and Germ Cell Cancer
- Haematology Advanced Practice Day
- Upper GI Cancer
- Ethical Dilemmas in Cancer and Palliative Care
- Lung Cancer
- Trophoblastic Tumours
- Advanced Squamous Cell Cancer of the Head and Neck
- Distress Related to Cancer
- Multiple Myeloma
- On Trac – Management and Support of Adolescents
- Neuro-Endocrine Tumours
- The Impact of Breast Surgery on Women who are BRCA Carriers

CNSA Regional Groups have also worked with other organisations that embrace the values of CNSA to promote cancer nurse learning. These include:

- EdCaN Implementation Project - Leadership Development Workshop for Nurses
- Haematology Society of Australia and New Zealand – Haematology Advanced Practice
- Cancer Councils
- Leukaemia Foundation

Regional member support has also been a focus with support for regional members to attend meetings.

Communication with Regional Group Chairs has been challenging at times this year, with the face to face meeting at Newcastle well attended. Regular teleconferences with Regional Group Chairs are being trialled this year with the first taking place in early May 2010.

The National Executive Committee and all CNSA members around Australia would like to thank the outgoing Regional Chairs and Committees for their hard work at a local level and extend a warm welcome to new committee members. We look forward to new and exciting initiatives to support members and Regional Groups in the coming year.

Sandy McKiernan, Regional Group Coordinator/NEC Representative (WA)

The Cancer Nurses Society of Australia

Incorporated

ABN 98 781 699 178

Annual Financial Report
for the year ended 31 March 2011

**The Cancer Nurses Society of Australia Incorporated (ABN 98 781 699 178)
National Executive Committee's Report**

Your National Executive Committee members submit their report on The Cancer Nurses Society of Australia Incorporated (the Society) for the year ended 31 March 2011.

Committee Members

The names of the Executive Committee members in office during or since the end of the year are:

Tracey Doherty	
Mei Krishnasamy	
Letitia Lancaster	
Sandy McGerman	
Alexandra McCarthy	
Anne Mellon	
Donna Milne	Term ended 31 December 2010
Louise Nicolson	
Megan Nutt	
Gabrielle Prest	Term ended 31 December 2010
Trevor Saunders	Term commenced 1 February 2011

Unless indicated otherwise, all Committee members held their position throughout the entire year and up to the date of this report.

Committee members are appointed on an honorary basis and as a result do not receive any remuneration either directly or indirectly from the Society.

Operating Result

The surplus of the Society for the year ended 31 March 2011 amounted to \$52,835 (2010: surplus \$5,352).

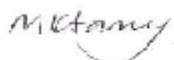
Principal Activities

The principal activity of the Society during the year was to act as a resource to cancer nurses around Australia through the provision of services which aim to advance cancer nursing education, practice and research.

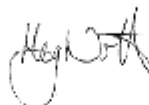
Significant Changes in the State of Affairs

There were no significant changes in the state of affairs of the Society during the year ended 31 March 2011

Signed in accordance with a resolution of the Executive Committee



Mei Krishnasamy
Chairperson



Megan Nutt
Treasurer

Sydney
20 June 2011

The Cancer Nurses Society of Australia Incorporated (ABN 98 781 699 178)
Statement of Comprehensive Income
for the year ended 31 March 2011

	Notes	<u>2011</u> \$	<u>2010</u> \$
Revenues	4	113,223	87,042
Membership subscriptions collected for COSA		38,009	77,273
Transfers to COSA		(38,009)	(77,273)
Grant expenses		(16,041)	(30,524)
Administration expenses		(18,243)	(28,075)
Executive committee meeting expenses		(12,907)	(8,399)
Editorial committee meeting expenses		(10,564)	(10,411)
Other expenses		(2,633)	(4,281)
		<u>52,835</u>	<u>5,352</u>
Surplus for the year		52,835	5,352
Other comprehensive income		0	0
Total comprehensive income for the year		<u>52,835</u>	<u>5,352</u>

The accompanying notes form part of these financial statements

A Detailed Trading Profit and Loss Account, subject to the disclaimer on page 12, appears on page 13.

The Cancer Nurses Society of Australia Incorporated (ABN 98 781 699 178)
Statement of Financial Position
As at 31 March 2011

	Note	<u>2011</u> \$	<u>2010</u> \$
ASSETS			
Current Assets			
Cash & cash equivalents	5	540,815	531,405
Trade & other receivables	6	5,610	211
Other current assets	7	15,000	0
Total Current Assets		<u>561,425</u>	<u>531,616</u>
Total Assets		<u>561,425</u>	<u>531,616</u>
LIABILITIES			
Current Liabilities			
Trade & other payables	8	52,838	75,864
Total Current Liabilities		<u>52,838</u>	<u>75,864</u>
Total Liabilities		<u>52,838</u>	<u>75,864</u>
Net Assets		<u>508,587</u>	<u>455,752</u>
EQUITY			
Retained earnings		<u>508,587</u>	<u>455,752</u>
Total Equity		<u>508,587</u>	<u>455,752</u>

The accompanying notes form part of these financial statements

The Cancer Nurses Society Incorporated (ABN 98 781 699 178)
Statement of Changes in Equity
For the year ended 31 March 2011

	<u>2011</u>	<u>2010</u>
	\$	\$
Retained earnings at the beginning of the year	455,752	450,400
Total comprehensive income for the year	52,835	5,352
Retained earnings at the end of the year	<u>508,587</u>	<u>455,752</u>

The accompanying notes form part of these financial statements

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The Cancer Nurses Society of Australia Incorporated (ABN 98 781 699 178)
Statement of Cash Flows
For the year ended 31 March 2011

	Note	<u>2011</u> \$	<u>2010</u> \$
<u>Cash flows from operating activities:</u>			
Receipts from subscriptions and donations (inclusive of GST)		131,405	158,245
Payments to suppliers and employees (inclusive of GST)		(144,913)	(205,593)
Interest received		<u>22,918</u>	<u>15,980</u>
Net cash provided by / (used in) operating activities	10	<u>9,410</u>	<u>(31,368)</u>
<u>Cash flows from investing activities:</u>			
Payment for term deposits		<u>(200,000)</u>	<u>0</u>
Net cash used in investing activities		<u>(200,000)</u>	<u>0</u>
Net decrease in cash and cash equivalents held		(190,590)	(31,368)
Cash and cash equivalents at beginning of year		<u>531,405</u>	<u>562,773</u>
Cash and cash equivalents at end of year	5	<u>340,815</u>	<u>531,405</u>

The accompanying notes form part of these financial statements

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The Cancer Nurses Society of Australia Incorporated (ABN 98 781 699 178)
Notes to the Financial Statements
For the year ended 31 March 2011

Note 1. Statement of significant accounting policies

This financial report is a special purpose financial report prepared in order to satisfy the financial report preparation requirements of the Associations Incorporation Act 1991 (ACT). The Executive Committee members have determined that The Cancer Nurses Society of Australia (the "Society") Incorporated is not a reporting entity.

The Society is an incorporated association domiciled in Australia. All amounts are in Australian dollars.

The financial report has been prepared in accordance with the requirements of the Associations Incorporation Act 1999 (ACT) and the following applicable Accounting Standards and other professional reporting requirements in Australia:

AASB 101:	Presentation of Financial Statements
AASB 107:	Cash Flow Statements
AASB 108:	Accounting Policies, Changes in Accounting Estimates and Errors
AASB 110:	Events after Balance Sheet Date
AASB 1031:	Materiality

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

The financial report has been prepared on an accruals basis (except as noted below) and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The financial report was authorised by the Executive Committee on 20 June 2011. The Society has the power to amend and reissue the financial report.

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

(a) Revenue recognition

(i) Donations

The Society, in common with most organisations dependent upon contributions, is unable to establish control over voluntary donations prior to their initial entry into the accounting records, therefore, they are recorded on the basis of cash received.

(ii) Member Subscriptions

Member subscriptions are recorded on an accruals basis and apportioned across the calendar year of membership.

(iii) Grants and Bequests

The Society receives grants and bequests to fund certain activities. Where a grant or bequest is non reciprocal, it is recognised as revenue of the Society upon receipt. Associated expenditure for the completion of a grant or bequest is recorded as incurred. Where a grant or bequest is subject to a reciprocal transfer, a liability associated with the reciprocal transfer is recorded upon receipt of the transfer. No income is recorded for reciprocal transfers.

(iv) Net Congress Income

The Society contracts a professional Events Co-ordinator to manage the staging of the Annual Winter Congress including the receipt of revenue and payment of expenses in relation to the event. Documents detailing the income and expenses have been received from the Events Co-ordinator together with a reconciling statement. No review has been performed on the books and records of the Events Co-ordinator to determine the completeness of the statements received. Revenues and expenses associated with the Congress are recognised through the Statement of comprehensive income in the year the Congress is conducted.

Net congress income is calculated as the excess of revenue in relation to the Annual Congress less the expenses associated with the Congress.

The Cancer Nurses Society of Australia Incorporated (ABN 98 781 699 178)
Notes to the Financial Statements for the year ended 31 March 2011 (cont'd)

(b) Income Tax

The Society is exempt from the payment of income tax pursuant to Section 50-5 of the Income Tax Assessment Act (1997).

(c) Cash and Cash Equivalents

Cash and cash equivalents comprise cash on hand, cash at bank, at call deposits and bank bills maturing within 90 days.

(d) Income In Advance

Income In Advance includes member subscriptions which have been received for the 2011/2012 membership year and bequests (Refer to Note 1 (a) (iii)).

(e) Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense.

Receivables and payables in the statement of financial position are shown inclusive of GST. Cash flows are presented in the statement of cash flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(f) Other Current Assets

Prepayments included in other assets primarily relates to prepayments for the future Winter Congress.

(g) Comparative Figures

Comparative figures have been adjusted to conform to changes in presentation for the current year where required by accounting standards or as a result of changes in accounting policy.

Note 2. Nature and objects of the Society

The Society is an association incorporated under the Associations Incorporation Ordinance (ACT) 1953, now the Associations Incorporation Act 1991. Its object is to determine and regulate professional standards and competencies for cancer nursing practice and education, facilitate research and standards in the area of cancer nursing, act as a resource for the development and dissemination of information relating to new technologies in cancer nursing, ensure that cancer nurses' perspectives are evident in national professional nursing debates, actively lobby government on issues relevant to cancer nursing and collaborate locally, nationally and internationally with other organisations involved in the development and provision of services to people with cancer.

In the event of the Society being wound up, the members undertake to contribute to the assets an amount not exceeding the ordinary membership fee of the Society.

There were 688 members of the Society at 31 March 2011 (2010:691).

Note 3. Economic dependence

The ability of the Society to maintain its operations is dependent inter alia on continuing support of its members by way of voluntary subscriptions.

Note 4. Revenues	2011	2010
	\$	\$
Surplus has been determined after the following:		
<u>Specific Revenue</u>		
Subscription Income	42,811	44,773
Educations materials	309	400
Donations general	4,107	12,000
Net income from Winter Congress	42,998	13,626
Interest Income	22,918	15,980
Other	80	263
	113,223	87,042
Membership subscriptions collected and forwarded to COSA	38,009	77,273

The Cancer Nurses Society of Australia Incorporated (ABN 98 781 699 178)
Notes to the Financial Statements for the year ended 31 March 2011 (cont'd)

	<u>2011</u>	<u>2010</u>
	\$	\$
Note 5. Cash & Cash Equivalents		
Cash at bank	340,815	531,405
Term deposit	200,000	0
	<u>540,815</u>	<u>531,405</u>
Note 6. Trade & Other Receivables		
Other amounts receivable	5,610	211
	<u>5,610</u>	<u>211</u>
Note 7. Other Current Assets		
Prepayments	15,000	0
	<u>15,000</u>	<u>0</u>
Note 8. Trade & Other Payables		
Current sundry creditors	7,756	11,088
Membership subscriptions in advance	11,189	26,777
Bequests in advance	33,893	38,000
	<u>52,838</u>	<u>75,864</u>

Note 9. Events subsequent to reporting date

There have been no events subsequent to year end that have affected or may affect the financial statements as at 31 March 2011

Note 10. Reconciliation of cash flows from operating activities with surplus for the year

Total comprehensive income for the year	52,835	5,352
Changes in assets and liabilities:		
(Increase) / decrease in trade & other receivables	(5,399)	3,640
Increase in other current assets	(15,000)	0
Decrease in trade & other payables	(23,025)	(40,360)
Cash flows from operating activities	<u>9,410</u>	<u>(31,368)</u>

Note 11. Remuneration of the Auditor

During the year, the following fee was paid or is payable for services provided by the Auditor to the Society:

Audit and review of Financial Report	<u>2,015</u>	<u>2,015</u>
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Note 12. Society details

The registered office of the society is:
 35 Degrares Crescent
 Wannlassa ACT 2903
 Australia

The principal place of business of the Society:

Level 1, 120 Chalmers Street
 Surry Hills NSW 2010
 Australia

The association operates entirely in Australia as a voluntary cancer organisation.

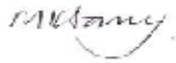
**The Cancer Nurses Society of Australia Incorporated (ABN 98 781 699 178)
Executive Committee's Declaration**

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

In the opinion of the Executive Committee, the financial report set out on pages 2 to 8:

- 1 Present a true and fair view of the financial position of the Society as at 31 March 2011 and of its performance for the year ended on that date.
- 2 At the date of the statement, there are reasonable grounds to believe that the Society will be able to pay its debts as and when they become due.

This declaration is made in accordance with a resolution of the Executive Committee.



Mei Krishnasamy
Chairperson



Megan Nutt
Treasurer

Sydney
20 June 2011



Chartered Accountants
& Business Advisers

Independent Auditors' Report

To the members of The Cancer Nurses Society of Australia Incorporated

We have audited the accompanying financial report of The Cancer Nurses Society of Australia Incorporated (the Society), which comprises the statement of financial position as at 31 March 2011, the statement of 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 executive committee's declaration.

The responsibility of executive committee for the financial report

The executive committee members of the Society are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the financial reporting requirements of the *Associations Incorporation Act 1991 (ACT)* and are appropriate to meet the needs of the members. The executive committee's responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Society's preparation of the financial report that gives a true and fair view 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 Society's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the executive committee, as well as evaluating the overall presentation of the financial report.

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

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

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Level 10, 1 Margaret Street | Sydney | New South Wales 2000 | Australia

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network. It is not bound by any other agreement under which any other member firm operates.

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Chartered Accountants
& Business Advisors

Basis for qualified auditor's opinion

As noted in Note 1(a)(iv) the Society contracted a professional events co-ordinator to manage the staging of the Annual Winter Congress. No review of the accounting system of the events co-ordinator has been undertaken, therefore our audit procedures with respect to revenue from the Annual Winter Congress is restricted to the amounts recorded in the financial records. As a result, we are unable to express an opinion as to whether revenue from the Annual Winter Congress is complete.

Qualified auditor's opinion

In our opinion, except for the effects on the financial report of the matter referred to in the qualification paragraph, the financial report of The Cancer Nurses Society of Australia Incorporated:

- (a) gives a true and fair view of its financial position as of 31 March 2011 and of its financial performance and its cash flows for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements; and
- (b) complies with Accounting Standards (including the Australian Accounting Interpretations) and other mandatory financial reporting requirements in Australia to the extent described in Note 1.


PKF
Paul Bill
Partner
20 June 2011



Chartered Accountants
& Business Advisers

Disclaimer

The additional financial data as presented in the detailed tracing profit and loss account is in accordance with the books and records of The Cancer Nurses Society of Australia Incorporated (the Society) that have been subjected to the audit procedures applied in the audit for the year ended 31 March 2011. It will be appreciated that our audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such data and no warranty is given to its accuracy or reliability. Neither the firm, nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person other than the Society in respect of such data including any errors or omissions however caused.

PKF
Sydney
20 June 2011

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Justly limited by a licence approved under Professional Standards Legislation.

The Cancer Nurses Society of Australia Incorporated (ABN 98 781 699 178)
Detailed Trading Profit and Loss Account
For the year ended 31 March 2011

	<u>2011</u>	<u>2010</u>
	\$	\$
Income		
Subscription Income	42,811	44,773
Donations - General	4,107	12,000
<u>Education Materials:</u>		
- CVAD Guidelines	309	400
<u>Annual Winter Congress:</u>		
- Net Congress Income	42,998	13,626
Income collected for COSA	38,009	77,273
Interest income	22,918	15,980
Other	80	263
	<u>151,232</u>	<u>164,315</u>
Total Income		
Expenditure		
Administrative costs:		
Audit Fees	2,015	2,015
Bank Charges	671	756
Distribution to COSA	38,009	77,273
Filing Fees	65	33
Admin Assistance	7,007	14,338
Postage, Packaging & Freight	1,198	1,324
Printing	1,412	2,451
Storage Fees	362	274
Sundry Expenses	190	0
Insurance	4,220	5,520
Telephone	229	208
Website	874	1,156
	<u>56,252</u>	<u>105,348</u>
Total administrative costs		
Educational Materials	2,300	1,328
Promotional Resources/Products	0	1,952
National Nurses Organisation	254	20
Regional Group Meeting	60	0
Executive Committee Meetings	12,907	8,399
Extraordinary Meeting	0	827
Special Projects	19	86
Special Interest groups	0	68
Editorial Committee	10,564	10,411
ISNCC Grant	0	165
Other Grants	16,041	30,359
	<u>98,397</u>	<u>158,963</u>
Total expenditure		
Operating Surplus	<u>52,835</u>	<u>5,352</u>