

Annual Report 2017-2018



Summary of Activities and Progress

1 April 2017 – 31 March 2018



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Mission Statement

“Promoting excellence in cancer care through the professional contribution of cancer nurses.”

To achieve this mission, CNSA acts as a resource to cancer nurses around Australia, no matter what their geographical location or area of practice. The CNSA is the link between cancer nurses in Australia, the consumers of cancer nursing services, and other health professionals involved in cancer care.

Strategic Aims

To achieve its mission CNSA undertakes the following strategic aims:

- Developing and disseminating resources which contribute to advances in cancer nursing practice;
- Facilitating research in the area of cancer nursing that will contribute to improvements in the care of people with cancer;
- Taking a leadership role in addressing the educational needs of cancer nurses;
- Collaborating with other groups and organisations involved in the development and provision of services to people with cancer;
- Promoting cancer nurses’ contribution to national cancer control activities and policy; and;
- Providing opportunities for professional networking amongst cancer nurses.

Values

CNSA’s mission and strategic aims are supported by these core values:

Excellence – we promote excellence through advocacy, education, leadership and research in all activities of the society

Professionalism – we are committed to the society and exhibit integrity, honesty and ethical behaviour in all we strive to achieve

Innovation – we actively seek creativity and knowledge to enhance the practice of cancer nurses to improve patient outcomes; and

Collaboration – we openly seek opportunities to grow our membership and build partnerships to further the work of the society.

Directors' Report

Governance Changes

After extensive member consultation, a revised Constitution was put to a member vote at the 2017 Annual General Meeting, which paved the way for CNSA to apply to the Australian Securities and Investment Commission (ASIC) to change from an Incorporated Association (in the ACT) to a Company Limited by Guarantee. ASIC issued the certificate of registration on 6 September 2017 – at which time the National Executive Committee (NEC), which used to be geographically represented, ceased to exist, and was replaced by a Board of Directors that will be skills-based and elected by the membership. These changes mean that CNSA now has to operate in accordance with the *Corporations Act 2001* and the *Australian Charities and Not-for-profits Commission (ACNC) Act 2012*.

The [CNSA Constitution](#) contains a schedule of transitional arrangements which will guide the organisation's implementation of the new governance structure in coming months and years. As per the constitution, the office bearers were elected at the November 2017 Board meeting. The new [CNSA By-laws](#) were also developed and approved by the Board, effective 1 April 2018.

As always, the Standing Committees, Regional Groups and Specialist Practice Networks are the backbone of the CNSA and the Directors would like to acknowledge and thank those members who actively participate as members of these groups, to enable and support the Society to meet its strategic goals.



From left: Kylie Ash, Laura Pyszkowski, Sam Gibson, Lucy Patton, Ray Chan, Nicole Loft, Sue Schoonbeek, Jane Campbell, Carmel O'Kane, Ellen Barlow and Trevor Saunders.

Members of the NEC and Board of Directors

Name:	Position(s):	Term:
Ray Chan	President Director	January 2015 – November 2017 November 2017 – June 2018
Jane Campbell	President Elect Director President and Board Chair	January 2017 – November 2017 September 2017 – June 2019 Since November 2017
Kylie Ash	Treasurer Director Vice President	January 2017 – November 2017 September 2017 – June 2019 Since November 2017
Laura Pyszkowski	TAS Representative & SPN Coordinator Secretary Director	January 2014 – September 2017 February 2017 – November 2017 September 2017 – June 2019
Ellen Barlow	NSW Representative & RG Coordinator Director	January 2014 – September 2017 September 2017 – June 2019 (Resigned in December 2017)
Nicole Loft	SA Representative Director	January 2014 – September 2017 September 2017 – June 2018
Carmel O’Kane	VIC Representative Director	January 2016 – September 2017 September 2017 – June 2019
Lucy Patton	WA Representative Director	January 2015 – September 2017 September 2017 – June 2018
Sue Schoonbeek	QLD Representative Director	January 2017 – September 2017 September 2017 – June 2020
Trevor Saunders	Ex-Officio	January 2017 – June 2017

Membership and Benefits

As at 31 January 2018, the CNSA had the following membership numbers:

- 1,253 Full Members (previously called Ordinary Members)
- Five Life Fellows (previously called Honorary Life Members)
- 22 Student Members
- 33 Associate Members
- One Honorary Member.

Current membership benefits include:

- Access to Australia’s cancer nursing peak body – a unified group which represents cancer nurses at local, national and international arenas
- Opportunities for networking and participating in CNSA’s Board / committees / project teams
- Access to Regional Groups and Specialist Practice Networks (many of them host free educational events each year)
- Eligibility to apply for grants to support research, education and professional development
- Access to member only professional resources (e.g. videos, webinars, publications)
- Access to member only communications and newsletters
- Access to a national careers hub (job advertisements)

-
- Subscription to a biannual printed journal (AJCN) as well as an online media/communication channel (Sosido)
 - Discounted registration at CNSA Annual Congress.

CNSA Members are currently also able to pay their membership fees in easy, quarterly instalments.

CNSA's participation in Sosido was launched in February 2017 as a significant member benefit. CNSA is one of 35 associations with 16,000 clinicians and researchers from around the world currently participating in Sosido. In March 2018, there were 1,371 individuals in the CNSA community on Sosido made up of 1,078 members and 293 followers.

In June 2017, members were invited to participate in a national membership survey. The results were encouraging, with members reporting a high level of satisfaction with these member benefits offered by CNSA.

The CNSA Board is always looking for opportunities to expand the value it can bring to members and would welcome any ideas or feedback from the membership.

Promoting and facilitating quality research, as well as the development of resources and the evidence base for cancer nursing is a priority for CNSA. The Board is therefore proud to be able to support the following research and special project grants for 2018:

- *Nursing workforce preparedness to deliver cancer survivorship care using telehealth* – Dr Jennifer Fox
- *Consumer and nurse-led development of co-design video resources for patients receiving immunotherapy and their caregivers* – Dr Donna Milne
- *ARCHWAY: Achieving Recovery from Cancer: Health and Wellbeing for Adolescents and Young Adults* – Dr Natalie Bradford
- *CNSA Vascular Access Device Guidelines development* – Nicole Gavin and the Vascular Access Device and Infusion Therapy Specialist Practice Network (VAD&IT SPN).

A total of 14 CNSA members were also awarded professional development grants (including six supported by Regional Groups), to assist them in participating in local and/or international professional development activities in 2018.

Stakeholder Engagement

Fostering relationships with key stakeholders and maintaining partnerships remains a strong focus. The CNSA continues to be represented at a number of organisations including the International Society of Nurses in Cancer Care (ISNCC); Cancer Australia; the Clinical Oncology Society of Australia (COSA); the Coalition of National Nursing and Midwifery Organisations (CoNNMO); the Psycho Oncology Co-operative Research Group (PoCoG); and the Australian New Zealand Urogenital and Prostate (ANZUP) Cancer Trials Group. The CNSA also continues to enhance our relationships with the Canadian Association of Nurses in Oncology (CANO) and New Zealand's Cancer Nurses College.

Since November 2017, CNSA has also been attending meetings of the Radiation Oncology Tripartite Committee – a conjoint committee which advocates for equitable patient access to quality radiation oncology services. Membership of the Tripartite Committee currently comprises radiation oncologists through the Faculty of Radiation Oncology of the Royal Australian and New Zealand College of Radiologists (RANZCR), radiation therapists through

the Australian Society of Medical Imaging and Radiation Therapy (ASMIRT), medical physicists through the Australasian College of Physical Scientists & Engineers in Medicine (ACPSEM), as well as cancer consumers.

CNSA Staff

The success of the organisation and its initiatives is in large part due to the tireless efforts of our small but dedicated staff. In April 2017, Samantha Gibson was appointed as CNSA's inaugural Chief Executive Officer. Sam did a tremendous job to establish this role and to initiate the governance frameworks that underpin the organisation's operations under the new Constitution. While the Board was saddened by her decision in late 2017 to return to clinical work, we are pleased to have her ongoing engagement as an active member of the organisation.

The Board was delighted when Sonja Cronjé commenced as CNSA's new Chief Executive Officer on 21 February. Sonja brings to this position several years of senior management experience in the health and not-for-profit sectors, including almost five years at the Faculty of Radiation Oncology of the Royal Australian and New Zealand College of Radiologists. We look forward to her contribution to CNSA in coming months and years. We are fortunate to also have long-time CNSA staff member Amy Ribbons as Executive Assistant working alongside Sonja.



*From left:
Amy Ribbons (Executive Assistant) and
Samantha Gibson (CNSA's inaugural CEO)*

In closing, we wish to thank each of our dedicated members for their support and commitment to promote the best possible outcomes for peoples affected by cancer.

CNSA Board of Directors March 2018

The Cancer Nurses Society of Australia
Limited

ABN 98 781 699 178

Annual Financial Report
For the year ended 31 March 2018

The Cancer Nurses Society of Australia Limited
Responsible Persons' Declaration
For the year ended 31 March 2018

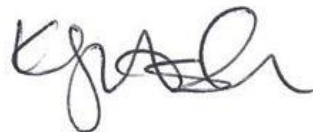
In the opinion of the responsible persons of the Cancer Nurses Society of Australia Limited:

1. The financial statements and the notes to the financial statements:
 - a) comply with Accounting Standards to the extent described in Note 1, and the *Australian Charities and Not-For-Profit Commission Act 2012*; and
 - b) the financial statements and notes are drawn up to give a true and fair view of the financial position as at 31 March 2018 and the performance, as represented by the results of its operations and the cash flows for the year then ended; and
2. At the date of this declaration, there are reasonable grounds to believe that The Cancer Nurses Society of Australia Limited will be able to pay its debts as and when they become due and payable.

This statement is made in accordance with a resolution of the responsible persons made pursuant to Section 60.15 of the *Australian Charities and Not-for-profits Commission Regulations 2013* and is signed for and on behalf of the Board by:



Lucy Patton
President



Kylie Ash
Vice President & Chair of the
Finance Committee

Dated 24th of May 2018.

AUDITOR'S INDEPENDENCE DECLARATION

As auditor for The Cancer Nurses Society of Australia Limited for the year ended 31 March 2018, I declare that, to the best of my knowledge and belief, there have been:

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

LDASSURANCE
CHARTERED ACCOUNTANTS



Stephen O'Kane
Partner

MELBOURNE
28th of May 2018

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE CANCER NURSES SOCIETY OF AUSTRALIA LIMITED

Report on the Audit of the Financial Report

Opinion

We have audited the financial report, being a special purpose financial report of The Cancer Nurses Society of Australia Limited ('the Company'), which comprises the statement of financial position as at 31 March 2018, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year ended, and notes to the financial statements, including a summary of significant accounting policies, and the responsible person's declaration.

In our opinion, the accompanying financial report of The Cancer Nurses Society of Australia Limited has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- i. giving a true and fair view of the Company's financial position as at 31 March 2018 and of its financial performance for the year then ended; and
- ii. complying with Australia Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described as 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 ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Emphasis of Matter - Basis of accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to for the purpose of fulfilling the Company's financial reporting requirements of the *Corporation Act 2001* and the *Australian Charities and Not-for-profits Commission Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of the Board for the Financial Report

The Board is responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the Australian Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*. The Board's responsibility also includes such internal control as it determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

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In preparing the financial report, the Board is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intends to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

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 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 the financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement 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 Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- Conclude on the appropriateness of the Board'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 Company'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 Company 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 the Board 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.

LDAssurance
Chartered Accountants



Stephen O'Kane
Partner

Dated this 28th day of May 2018
250 Collins Street, Melbourne.

The Cancer Nurses Society of Australia Limited
Statement of Profit & Loss and Other Comprehensive Income
For the year ended 31 March 2018

	Note	2018 \$	2017 \$
Revenues	6	1,037,125	1,008,311
Grant Expenses		(44,959)	(43,488)
Administration staffing expenses		(226,999)	(131,847)
Other administration expenses		(92,548)	(75,812)
Board & Executive Committee meeting expenses		(34,869)	(44,385)
Journal and Newsletter expenses		(18,222)	(17,461)
Annual Congress expenses		(485,206)	(536,855)
Other expenses		(77,057)	(77,948)
Total comprehensive income for the year		<u>57,265</u>	<u>80,515</u>

The accompanying notes form part of these financial statements

The Cancer Nurses Society of Australia Limited
Statement of Financial Position
As at 31 March 2018

Assets	Note	2018 \$	2017 \$
Current Assets			
Cash & Cash equivalents	7	1,201,968	1,131,578
Trade and other receivables	8	242,062	165,255
Other current assets	9	130,508	145,096
		<hr/>	<hr/>
Total Current Assets		1,574,538	1,441,929
Non-Current Assets			
Property, Plant & Equipment	10	5,542	12,889
		<hr/>	<hr/>
Total Non-Current Assets		5,542	12,889
		<hr/>	<hr/>
Total Assets		1,580,080	1,454,818
Liabilities			
Current Liabilities			
Trade & Other Payables	11	669,890	603,656
Provisions	12	3,510	1,747
		<hr/>	<hr/>
Total Current Liabilities		673,400	605,403
		<hr/>	<hr/>
Total Liabilities		673,400	605,403
		<hr/>	<hr/>
Net Assets		906,680	849,415
Equity			
Retained Earnings		906,680	849,415
		<hr/>	<hr/>
Total Equity		906,680	849,415
		<hr/>	<hr/>

The accompanying notes form part of these financial statements

The Cancer Nurses Society of Australia Limited
Statement of Changes in Equity
For the Year Ended 31 March 2018

2018	Retained Earnings \$
Balance as at 1 April 2017	<u>849,415</u>
Result for the year	57,265
Balance as at 31 March 2018	<u><u>906,680</u></u>
2017	
Balance as at 1 April 2016	688,515
Result for the year	80,515
Funds transferred from Regional Groups and Specialist Practice Networks (i)	80,385
Balance as at 31 March 2017	<u><u>849,415</u></u>

- (i) During the prior period, the Regional Groups and Specialist Practice Networks financial activities were incorporated into the financial reports. Where this involved a transfer of further funds into the CNSA, the amount of funds have been taken to retained earnings to represent the carried forward surpluses for these groups over a number of years. In the 2016/17 financial year, this amount was represented by an increase in retained earnings of \$80,385.

The accompanying notes form part of these financial statements

The Cancer Nurses Society of Australia Limited
Statement of Cash Flows
As at 31 March 2018

	2018	2017
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Subscription Receipts	145,097	222,928
Income from Annual Congress	532,070	674,945
Funds received in advance for current year's Annual Congress	242,000	247,000
Interest Income	23,120	7,880
Other Income (including Regional Groups & Specialist Practice Networks)	122,328	103,712
Payments to suppliers and employees	(989,566)	(930,671)
Net cash provided by operating activities	75,049	325,794
	Note 18	
CASH FLOWS FROM INVESTING ACTIVITIES		
Property, Plant & Equipment	(4,659)	(1,270)
Funds received from Regional Groups	-	80,385
Net cash from investing activities	(4,659)	79,115
Net Increase / (decrease) in cash held	70,390	404,909
Cash at the beginning of the financial year	1,131,578	726,668
Cash at the end of the financial year	1,201,968	1,131,578
	Note 7	

The accompanying notes form part of these financial statements

The Cancer Nurses Society of Australia Limited

Notes to the Financial Statements

For the year ended 31 March 2018

The financial report covers The Cancer Nurses Society of Australia Limited as an individual entity. The Cancer Nurses Society of Australia is a not-for-profit Society, registered and domiciled in Australia.

The principal activities of the Company 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.

The functional and presentation currency of The Cancer Nurses Society of Australia Limited is Australian dollars.

Comparatives are consistent with prior years, unless otherwise stated.

Note 1. Basis of Preparation

In the responsible persons' opinion, the Company is not a reporting entity since there are unlikely to exist users of the financial report who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. This special purpose financial report has been prepared to meet the reporting requirements of the the *Australian Charities and Not-for-profits Commission Act 2012*.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101, Presentation of Financial Statements, AASB 107 Statement of Cash Flows, AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors and AASB 1054 Australian Additional Disclosures.

It should also be noted that during the period, the company changed its status from from an Incorporated Association to Company limited by Guarantee.

Note 2. Summary of Significant Accounting Policies

The accounting policies that have been adopted in the preparation of the statements are as follows:

(a) Income Tax:

The Company is exempt from the payment of income tax pursuant to Section 50-5 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.

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

The Cancer Nurses Society of Australia Limited

Notes to the Financial Statements

For the year ended 31 March 2018

2 Summary of Significant Accounting Policies continued

Donations

The Company, 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.

Member Subscriptions

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

Grants and Bequests

The Company receives grants and bequests for certain activities. Where a grant or bequest is non-reciprocal, it is recognised as revenue of the Company 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. The income and expenditure is then subsequently reported at the time of the subsequent grant or bequest.

Interest Revenue

Interest is recognised using the effective interest method and recorded on accrual basis.

Other Income

Other income is recognised on an accruals basis when the Company is entitled to it.

Net Annual Congress Income

The Company contracts a professional Events Co-ordinator to manage the staging of the Annual 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. Revenues and expenses associated with the Congress are recognised through the Statement of Profit & Loss and Other Comprehensive Income in the year the Congress is conducted. In the period in the lead up to the Congress, expenditure is incurred and income received which is taken up as prepayments and unearned income respectively. Where there is an excess of funds received by the Events Co-ordinator above an agreed limit, these funds are remitted back to the company and retained within the cashflows.

(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 payables 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.

The Cancer Nurses Society of Australia Limited
Notes to the Financial Statements
For the year ended 31 March 2018 (continued)

2 Summary of Significant Accounting Policies continued

(d) Property, plant and equipment

Each class of property, plant and equipment is carried at cost less any accumulated depreciation and impairment.

Items of property, plant and equipment acquired for nil or nominal consideration have been recorded at the acquisition date fair value.

Depreciation

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

The estimated useful lives used for each class of depreciable asset are shown below:

Fixed asset class	Useful life
Office Equipment	3 years
Computer Equipment	3 years
Web site Development	3 years

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) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held on call with banks and other short-term highly liquid investments with original maturities of three months or less.

(f) 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.

(g) Income in Advance

Income in Advance includes member subscriptions, which have been received for the 2018 membership year, Events income in advance, Other income in advance and Annual Congress income received (Refer to note 2 (b)) or other future income such as sponsorships, which may cover the full proceeding calendar year.

(h) 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.

The Cancer Nurses Society of Australia Limited
Notes to the Financial Statements
For the year ended 31 March 2018 (continued)

2 Summary of Significant Accounting Policies continued

(i) Other Current Assets

Prepayments included in other assets primarily relates to prepayments for the future Annual Congress, insurance premiums, travel expenses and other such expenditure.

(j) Trade and Other Payables

Trade and other payables represent the liabilities for goods and services received by the Company that remain unpaid at year-end. Trade payables are recognised at their transaction price. They are subject to normal credit terms and do not bear interest.

Note 3. Critical Accounting Estimates and Judgments

The responsible persons 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 - receivables

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

Note 4. Nature and objects of the Company

The primary objects for which the Company is established are to achieve and promote excellence in cancer care, prevention and treatment in people affected by cancer through the professional contribution of nurses. To support the primary object the Company will:

- a) promote the contribution that cancer nurses make to Australia's cancer control activities and policy;
- b) take a leadership role in addressing the professional development needs of cancer nurses to enhance their capacity to provide care, treatment and prevention services to people affected by cancer;
- c) collaborate with other groups and organisations involved in the development and provision of care, treatment and prevention services to people affected by cancer;
- d) facilitate research in the area of cancer nursing that will contribute to improvement in care of people affected by cancer;
- e) provide opportunities for professional networking amongst cancer nurses; and
- f) do anything ancillary or incidental to the primary objects.

The Cancer Nurses Society of Australia Limited
Notes to the Financial Statements
For the year ended 31 March 2018 (continued)

Note 5. Economic Dependence:

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

2018	2017
\$	\$

Note 6. Revenues:

Subscription Income	172,615	156,919
Income from Annual Congress	660,581	642,278
Interest Income	20,659	12,311
Other Income	42,661	27,196
Regional Groups & Specialist Practice Networks	140,609	169,607
	<u>1,037,125</u>	<u>1,008,311</u>

Note 7. Cash & Cash Equivalents:

Current

Cash at Bank	268,712	319,481
Term Deposits	933,256	812,097
	<u>1,201,968</u>	<u>1,131,578</u>

Note 8. Trade and Other Receivables:

Trade and other receivables	240,092	160,824
Sundry Debtors	1,970	4,431
	<u>242,062</u>	<u>165,255</u>

The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short-term nature of the balances

The maximum exposure to credit risk at the reporting date is the fair value of each class of receivable in the financial statements.

Note 9. Other Current Assets:

Prepayments - Annual Congress	70,588	79,282
Prepayments - Other	59,920	65,814
	<u>130,508</u>	<u>145,096</u>

The Cancer Nurses Society of Australia Limited

Notes to the Financial Statements

For the year ended 31 March 2018 (continued)

	2018	2017
	\$	\$
Note 10. Property, Plant & Equipment:		
Computers & Office Equipment	10,115	5,456
Less: Accumulated Depreciation	<u>(4,734)</u>	<u>(2,394)</u>
	5,381	3,062
Web-site Development	29,000	29,000
Less: Accumulated Depreciation	<u>(28,839)</u>	<u>(19,173)</u>
	161	9,827
	5,542	12,889

Note 11. Trade & Other Payables:

Trade Creditors	109,053	45,470
Income in Advance - Annual Congress	452,463	405,033
Income in advance - Other	<u>108,374</u>	<u>153,153</u>
	669,890	603,656

Note 12. Provisions:

Provision for Annual Leave	<u>3,510</u>	<u>1,747</u>
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Note 13. Capital & Leasing Commitments

There are no capital & leasing commitments as at 31st March 2018

Note 14. Members' Guarantee

The Company is registered under *the Australian Charities and Not-for-profits Commission Act 2012* and is a Company limited by guarantee. In the event of the winding up or the dissolution of the Company, the surplus assets of the Company must not be distributed to any Members or former Members.

The surplus assets must be given to an organisation that:

- a. has similar objects to the Company and whose constitution requires it to apply its income in promoting those objects;
- b. whose constitution prohibits it from making distributions to its members to at least the same extent as in clause 5;
- c. if the Company is an endorsed deductible gift recipient just before the winding up of the Company, then such organisation must be one that is endorsed as a deductible gift recipient.

If the Company is wound up, the constitution states that each member is required to contribute a maximum of \$1 each towards meeting any outstandings and obligations of the Company.

At 31 March 2018 the number of members was 1,235 (2017: 1,236).

Note 15. Events after reporting period

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

The Cancer Nurses Society of Australia Limited

Notes to the Financial Statements

For the year ended 31 March 2018 (continued)

2018
\$

2017
\$

Note 16. Remuneration of Auditor

During the year, the following fee was paid or is payable for services provided by the auditor to the Company.

Audit and Review of Financial Report	<u>6,150</u>	<u>4,200</u>
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Note 17. Contingencies

In the opinion of the responsible persons, the Company did not have any contingencies at 31 March 2018 (31 March 2017: Nil).

Note 18. Cash flow information

Reconciliation of net cash provided by operating activities attributable to surplus / (deficit) from ordinary activities

Total comprehensive income for the year		
Non-cashflows in profit	57,265	80,515
Depreciation	12,006	11,673
(Profit) / Loss on sale of fixed assets	-	95
Changes in assets and liabilities		
(Increase) / Decrease in receivables	(79,268)	(112,771)
(Increase) / Decrease in sundry debtors	2,461	(4,431)
(Increase) / Decrease in prepayments	5,894	(29,437)
(Increase) / Decrease in congress prepayments	8,694	406,687
Increase / (Decrease) in congress income received in advance	47,430	(31,561)
Increase / (Decrease) in subscriptions paid in advance	(44,779)	50,317
Increase / (Decrease) in other payables & bequests	63,583	(32,066)
Increase / (Decrease) in provisions	1,763	(13,227)
	<u>75,049</u>	<u>325,794</u>

Note 19. Statutory Information

The registered office of and principal place of business of the company is:
Cancer Nurses Society of Australia
165 Sovereign Hill Drive
Gabbadah Western Australia 6041

The Cancer Nurses Society of Australia Limited
Detailed Trading Profit & Loss Statement
For the 12 months ended 31 March 2018

	2018	2017
	\$	\$
Income		
Subscription Income	172,615	156,919
Annual Congress	660,581	642,278
Interest Income	20,659	12,311
Grant Income	-	4,000
Other Income	42,662	23,196
	896,516	838,704
Expenditure		
Administrative Costs		
Accountancy Services	13,625	9,000
Audit	6,150	5,689
Bank Charges	1,680	467
Bookkeeping	14,800	18,225
CEO- Serviced Office	6,358	-
Depreciation Office Equipment	11,392	11,121
Information Technology	7,633	1,905
Insurance	8,607	4,856
Legal and Consulting	-	32,373
Merchant Fees	2,045	2,104
Postage & Packaging	768	1,372
Printing & Stationery	1,362	495
SecurePay Salary Payment Gateway	1,693	1,920
Storage Fees (Archive)	1,379	1,204
Sundry Expenses	6,509	3,723
Total Employment Expenses	229,019	132,994
Website Costs	4,610	9,400
Total Administrative Costs	317,630	234,988
Other Costs		
CNSA Grants & Scholarships	20,982	27,125
Board & Committee Meetings	30,940	32,125
Journal & Newsletter	18,222	17,461
Marketing & Promotional Resources	21,246	10,346
Regional Group Meetings	1,632	3,746
Special Projects	37,873	17,541
Specialist Practice Networks Meetings	4,159	4,454
Standing Committee	947	1,812
Subscriptions	2,794	2,916
Travel & Accommodation (ISNCC, CoNNO, AONS)	8,985	8,485
Annual Congress Costs	391,904	423,283
Total Other Costs	539,685	549,294
Total Expenditure	857,315	784,282
Operating Surplus/(Deficit)	39,201	54,422
Non-Operating Income & Expenses		
Regional Groups & Specialist Practice Networks (Income)	140,609	169,607
Regional Groups & Specialist Practice Networks (Expenses)	(122,545)	(143,514)
	18,064	26,093
Net Result for the Year	57,265	80,515

Reports from Standing Committees

Education Standing Committee

The Education Standing Committee members included:

- **Dr Elisabeth Coyne** **Chair & Grants Portfolio**
- Ola Akinsanmi **Credentiailling Portfolio**
- Corrie Miles **Enrolled Nurse Portfolio**
- Sarah Northfield **Professional Development Portfolio**
- Catherine Barratt
- Michelle Hamblin
- Karen Munton

Despite several challenges during the reporting period, including the loss of some Committee members, the Education Standing Committee achieved a number of goals this year.

A scoring system with strong criteria for the assessment of travel grants was developed, to help ensure consistency, clarity and transparency across the grants awarded by CNSA. This new system was used to assess the 20 eligible grant applications received in 2018 – some of which were excellent.

A special project team (consisting of Elisabeth Coyne, Sarah Northfield, Leisa Brown-West, Kylie Ash, Corrie Miles, Karen Munton and Catherine Barratt) developed a position statement on minimum education and safety requirements for nurses to administer cytotoxic drugs. The project has delivered an integrative review, position statement and literature review to provide evidence for minimum education and safety requirements for nurses to administer cytotoxic drugs. The integrative review was published in the Australian Journal of Cancer Nursing, and the position statement will go out for external peer review in coming months. The project team has an oral presentation at CNSA's 21st Annual Congress, as well as the 2018 ICCN conference in Auckland.

Finance and Audit Committee

The Finance and Audit Committee members for the reporting period were:

- | | |
|--------------------|--|
| • Kylie Ash | Chair |
| • Jane Campbell | President (<i>since November 2017</i>) |
| • Ray Chan | President (<i>until November 2017</i>) |
| • Samantha Gibson | CEO (<i>until February 2017</i>) |
| • Ross McDonald | Accountant |
| • Mandy Sfara | Bookkeeper |
| • Trevor Saunders | (<i>until June 2017</i>) |

The 2017-2018 reporting period has once again seen sustained growth in the organisation's total financial equity. Member subscriptions and Annual Congress continue to be the main income streams for national revenue. There was continued growth in membership subscription income and a high return from the 2017 Annual Congress in Adelaide with \$268,677 (excl GST) profit. The CNSA Ltd has a healthy sum of cash in bank and retained funds held in term deposits. Interest income of \$20,659 was received in this financial year.

The forecast profit in 2017-2018 enabled an increased allocation toward member benefits, to support activities in line with the strategic goals of CNSA. \$20,982 was awarded to members through CNSA grants and scholarships. \$37,873 was awarded within the Special Projects Program. Further funds (\$18,878) have been committed into the next financial year as milestone payments as part of this program.

CNSA Regional Group and Specialist Practice Network finance reporting has highlighted the large amount of activity undertaken by these groups, although there is variability in the levels of activity. \$140,609 income was generated and \$122,545 reinvested back into local member benefits.

The CNSA Company restructure and increased accounting requirements associated with expanded national and group activities has necessitated increased support for the Board to meet fiduciary duties. The Finance and Audit committee and CNSA Board considered and approved a proposal by DSI Advisory Services to formally re-engage services and extend the scope of current accounting and general financial support. In addition to quarterly support services and annual financial statement preparation and audit management, detailed reporting will be prepared for Regional Groups and Specialist Practice Networks. A specific management reporting project will be undertaken to review all reporting and set up new reports as required.

Overall, the CNSA remains in a sound financial position with a total equity of \$906,680 and an operating surplus of \$57,265 for the year ended 31 March 2018. The CNSA Ltd is required to satisfy the financial and reporting requirements of the *Australian Charities and Not-For-Profit Commission Act 2012*; in addition to complying with requirements specified by the Australian Accounting Standards. The accompanying annual financial report, statements and notes reflect these disclosure requirements.

Research Standing Committee

The Research Committee members for the reporting period were:

- **A/Prof Kim Alexander** **Chair**
- Dr Kate Cameron
- Dr Emma Cohen
- Nicole Gavin
- Dr Victoria Jayde
- Dr David Larkin
- Prof Leanne Monterosso

The Research Standing Committee supports novice and early career cancer nursing researchers and has identified a number of potential strategies to do so – including a Research Workshop aimed at novice researchers, and developing and maintaining a research mentorship register, to link cancer nursing researchers of all experience levels.

A Research Skills workshop was provided at the 2017 Annual Congress, and focused on concept development in early career researchers. The Research Committee also participated in the abstract review process for the 2018 CNSA Annual Congress, and it is anticipated that the committee will be able to support higher calibre research related abstracts for future conferences. The Committee also continues with its regular business of reviewing survey requests, project proposals, publications and grant applications.

Once the CNSA Strategic Plan is finalised by the Board, the Research Committee is keen to review and update its terms of reference to define its contribution in implementing the research-focused areas of the plan. The Committee is also looking to more proactively engage with the Board of Directors in future, to progress research-related initiatives.

20th Annual Congress

The Congress Committee for the 20th Annual Congress held in 2017 included:

- **Samantha Gibson** **Chair and CEO**
- Christine Henneker
- David Larkin
- Gill Miller
- Lucy Patton
- Rebecca Sharp

The 20th CNSA Annual Congress was held at the Adelaide Convention Centre, from 15 to 17 June 2017. The theme '*Evolving Cancer Care*' allowed the Annual Congress Committee to design a program relevant for a diverse range of cancer nurses working in clinical, research, education and management positions. A total of 557 delegates attended the Annual Congress.

The Annual Congress opened with a powerful plenary session where Professor Roma Maguire and Professor Dorothy Keefe set the scene for what the future of health care will look like, pushing the boundaries with the use of technology and how to create health reform. The remaining plenary sessions delivered by Associate Professor Alexandre Chan, Dr Craig Gedye, Ms Carrie Marr, Professor Patsy Yates and Ms Sarah Coulson continued to challenge the delegates to understand their role in quality and safety, clinical trial toxicity management and the nursing role in advocating for early palliative care involvement. The full three-day program including pre-congress symposiums, breakfast sessions, plenary presentations, concurrent sessions and abstract presentations ensured the theme was fully explored. The CNSA Committee and business meetings held in conjunction with the Annual Congress were also well attended.

As in the past, the level of industry support for this Annual Congress helped to ensure its success, with the large exhibition supported by Principal Congress Partner, Seqirus, and five Major Congress Partners – Amgen, Astra Zeneca, ICU Medical, MSD and Roche. The exhibition space was buzzing during Annual Congress with 68 exhibitor and sponsor booths occupied by a mix of industry, pharma and not-for-profit groups. We acknowledge and thank all our Annual Congress partners, sponsors and exhibitors for their ongoing support of cancer nurses through CNSA.

The space at the Adelaide Convention Centre allowed the delegates and exhibitors to mingle at the welcome reception and the scheduled breaks during the program. The Annual Congress dinner was well attended, and a great opportunity for further networking.

Cash prizes worth \$250 each were awarded to the following recipients:

Best Non-Research Paper (Clinical Practice or Innovation) Award – Vicki McLeod
Collaboration to promote oral health for patients living with cancer.

Best Research Paper Award – Wendy Dawson

The detection of secondary lower limb lymphoedema in women following treatment for gynaecological cancer.

Best Poster Award – Deb Rawlings

Near Death experience and Nursing practice: Lessons from the palliative care literature.

Best Poster Award (Audience Choice) – Caroline Ford

Recognise; Respond; Resilience: Managing compassion fatigue in oncology nurses.

Best First Time Presenter Award – Penelope Stevens

Oral Anti-Cancer Agents: Preventing patients from falling through the cracks. Nurse led clinics the glue that minimizes the cracks.

The 2018 Annual Congress Committee, chaired by Jac Mathieson, is currently in the final stages of planning CNSA's 21st Annual Congress, to be held at the Brisbane Convention and Exhibition Centre from 21 to 23 June. There is a fantastic line up of international and national speakers who will explore many topics relating to the theme of 'Science, Symptoms and Service Delivery'.



Australian Journal of Cancer Nursing

Members of the AJCN Editorial Board:

- **Tish Lancaster** **Editor**
- **Moira Stephens** **Editor**
- Elisabeth Coyne
- Catherine Johnson
- Louise Nicholson
- Gabrielle Prest

The editors also wish to thank the following people for their time and expertise in reviewing manuscripts during the reporting period:

- Elise Button
- Jenny Cooper
- Gemma Dyer
- Pammie Ellem
- Catherine Johnson
- Katherine Lane
- Diane Lear
- Sandy Nixon
- Suzanne Oakley
- Jane Phillips
- Sarah Stewart
- Karen Taylor

Two issues of the Australian Journal of Cancer Nursing (AJCN) were published during the reporting period and both comprised entirely proffered manuscripts. The publication, distribution and postage of the journal continues to be undertaken by Cambridge Media in Perth.

The editors and publishers are in the process of transitioning the submission and review process for the journal to *ScholarOne* – a comprehensive journal workflow management system which is proving to be intuitive and effective in testing. It is anticipated that this transition will be completed by the end of 2018.

Website and Communications

The CNSA Communications Officer, **Anne Mellon**, along with the CNSA Executive Assistant, Amy Ribbons, continue to maintain CNSA's social media activities. CNSA's social media profile has continued to grow over the past year, with the Twitter feed and Facebook page serving as a platform for regular communication and news to our members, whilst also attracting new members.

A social media plan has been developed with monthly themes, member profiles, and 'Fact Fridays', as well as posting relevant news stories and information from like-minded organisations. Social media themes highlighted over the past year have included exercise and cancer, mental health, chemotherapy-induced nausea and vomiting, Aboriginal and Torres Strait Islander peoples and cancer, treatment toxicities, immunotherapy, hereditary cancers and genetics, education, brain cancer, neuroendocrine tumours, ovarian cancer and paediatric cancers.

We urge all CNSA members, supporters and other stakeholders to follow us on Facebook and Twitter, and to send us news and events we can share on your behalf!



<https://www.facebook.com/CNSA.ORG/>



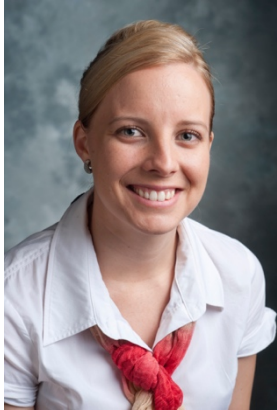
[@CNSA_ORG](https://twitter.com/CNSA_ORG)

The publication of the newsletter continues to be an important part of the CNSA communication strategy. The newsletter is distributed via email to CNSA members and posted on the CNSA website, with contributions from the President and/or CEO, Regional Groups, Specialist Practice Networks and CNSA Standing Committees and Working Groups.

CNSA was supported to participate in Sosido by a grant from Roche Australia and launched on Sosido in February 2017. CNSA currently has 1,078 members receiving a weekly email digest of activity in their Sosido community. In Year 1, CNSA's average open rate on the weekly email digests was 34.5% and click-through rate was 5.9%, compared to Sosido's average open rate across all groups of 28.1% and click-through rate of 7.7%. There were 128 publications authored by 172 CNSA authors (70 unique members or 6.5% of CNSA membership) featured on Sosido. There were also 10 questions and 61 answers in the CNSA discussion forum on Sosido. CNSA is grateful for the support of Roche to continue its participation in Sosido for another year.



Committee Chairs, AJCN Editors & Communications Officer



Kim Alexander
(Research Committee)



Kylie Ash
(Finance & Audit Committee)



Elisabeth Coyne
(Education Committee)



Samantha Gibson
(2017 Congress Committee)



Tish Lancaster & Moira Stephens
(AJCN Editors)



Anne Mellon
(Communications Officer)

Regional Groups

Over the last twelve months the CNSA Regional Groups (RGs) have continued to offer members an ever-expanding range of professional development and networking opportunities.

I would like to acknowledge and thank the Regional Group Chairs, Gillian Blanchard (NSW Hunter RG), Meredith Cummins (NSW Sydney RG), Pammie Ellem (QLD RG), Deb Hoberg (SA RG), Sue Bartlett (VIC RG) and Sharon Ray (WA RG) for their relentless enthusiasm and hard work on behalf of their members. Special thanks also to the many other members who actively participate on these committees, all with important roles and duties. The dedication, commitment and hard work of the members of the RG Committees are greatly appreciated by the CNSA Board of Directors and the wider membership.

The RG committees have maintained their impressive record of coordinating an array of informative educational events. Some of the topics covered have included clinical issues specific to cancer treatments, how cancer is evolving, medico-legal issues, current research, leadership and professional development. The Regional Groups have also continued to collaborate with partner organisations in various capacities.

The Regional Group committees should be congratulated on their commitment to providing financial support for their members in various ways. The WA RG offered a Leadership Skills Development Scholarship to the value of \$5,000, but unfortunately there were no applicants. Hopefully, this will be taken up in the next 12 months. NSW Hunter RG provided two travel grants to the value of \$500 for funding to assist with the cost of airfares, accommodation and registration to CNSA Annual Congress. SA RG provided two local travel grants (CNSA Annual Congress registration only) and one rural travel grant to assist with the cost of CNSA Annual Congress registration, travel and accommodation. WA RG provided two travel grants (total value of \$2500) for attendance to the CNSA Annual Congress. The WA RG was also pleased to be able to financially support CNSA members from Tasmania to host their first regional event in 2017. The VIC RG provided three grants to the value of \$1000 each to successful applicants by way of the Annual Nicole King Memorial Professional Development and Education Grant. The grant is named in honour of Nicole King, a past member of CNSA and past Chair of the CNSA Education Committee, and much respected Nurse Educator who passed away in 2011. All the Regional Groups provide some funds or grants to assist members from regional or rural areas to attend educational events. This is generally in the format of funds to assist with transport and accommodation costs. The Regional Groups have gratefully acknowledged the contributions of their sponsors which make these activities possible.

On a more personal note, I would like to say how much I have enjoyed my interactions with all the Regional Group Chairs and members over the last five years, in my role as RG Coordinator. It has been an honour and a privilege to have had the opportunity to engage with so many dedicated cancer nurses. I have now stepped down from the Board to complete my PhD but will continue to foster the friendships I have made across the country.

Ellen Barlow

*Regional Groups Coordinator & NSW Representative (January 2014 to June 2017)
CNSA Director (June to December 2017)*

Regional Group Chairs



**Sue Bartlett
(Victoria RG)**



**Gillian Blanchard
(NSW Hunter RG)**



**Meredith Cummins
(NSW Sydney RG)**



**Pammie Ellem
(Queensland RG)**



**Deborah Hoberg
(South Australia RG)**



**Sharon Ray
(Western Australia RG)**

NSW Hunter Regional Group

NSW Hunter Regional Group (NSW Hunter RG) committee members:

- | | |
|----------------------------|---|
| • Gillian Blanchard | Chair |
| • Yolande Cox | Deputy Chair |
| • Rebecca Chenery | Treasurer |
| • Michael Weston | Secretary (<i>resigned May 2017</i>) |
| • Lyndal Moore | Secretary (<i>appointed May 2017</i>) |
| • Justine Gaynor | |
| • Sandy Nixon | |
| • Rachel Pitt | (<i>until April 2017</i>) |
| • Kelly Randall | |
| • Jacquie Ruhl | |

The NSW Hunter RG has maintained a large number of attendees at its educational events, with some travelling up to 250kms to attend. The costs to non-members have been increased (to ensure that benefits go back to the members), but this does not seem to have affected the number of non-members who attend these quality events.

In July 2017, an educational event on “*Gynaecological Cancer Surgery and Radiotherapy*” attracted 63 attendees. Drs Geoff Otton (Gynaecological Oncologist) and Swetha Sridharan (Radiation Oncologist) provided updates on the latest practice in gynaecological surgery and its treatment with radiotherapy.

In November 2017, Dr Craig Gedye (Medical Oncologist) and Catherine Johnson (Cancer Care and Trials Coordinator) showcased the change that is occurring in cancer treatments and the future of personalised medicine. A total of 41 people attended this interesting event, which was titled “*How ‘cancer’ is evolving – the challenge and opportunity of cancer heterogeneity*”. The NSW Hunter RG also took this opportunity to provide information and skills on how to write an abstract for publication.

The NSW Hunter RG provided two \$500 travel grants to support members to attend Annual Congress. Mentorship was also offered to assist members in writing abstracts for Annual Congress; six members of the group had abstracts accepted for 2018.

The NSW Hunter RG continues to encourage membership through:

- Promoting the benefits of membership at educational events
- Widely distributing promotional/advertising materials
- Conducting membership drives within the committee workplaces; and
- Members doing institution visits to promote the benefits of belonging to their professional body.

We acknowledge Teva Oncology and Mundi Pharma as the main sponsors of the NSW Hunter RG’s activities this year.

NSW Sydney Regional Group

NSW Sydney Regional Group (NSW Sydney RG) committee members:

- **Meredith Cummins** **Chair**
- Meredith Oatley Deputy Chair
- Jennifer Cater Treasurer
- Beth Ivimey
- Theresa Nielsen
- Christian Steiner
- Suzannah Walden

Over the past 12 months, the NSW Sydney RG has continued to consolidate their finances and enhance educational opportunities for its members. Regional members who live outside the 50km radius of Sydney can request financial assistance to attend educational events, with two such grants provided this past year.

The NSW Sydney RG proudly hosted four educational events, covering a diverse range of topics.

The first event, held in August 2017 and titled “*Live Directed Therapies*” saw 45 attendees learning from Dr Richard Maher (Interventional Radiologist) and Dr Barbara Moore (HCC Case Planner) about interventional radiology procedures, as well as the cancer nurse coordinator’s role in liver disease.

The following month saw 50 attendees at an educational event about “*Cultural Diversity, Supportive and Palliative Care*”, presented by a multidisciplinary team of speakers including Drs Judith Lacey and Anthoulla Mohamudally, as well as Suzanne Grant, Andrew Daubnev and Jessica Green.

In November 2017, Dr Stephen Kao (Medical Oncologist) and Helen Westman (Immunology CNC) presented to 50 attendees on “*Lung Cancer – new developments and treatments*”.

The March 2018 event on “*Theranostics – New Treatments*” by Liz Bailey attracted 40 attendees and included an update from the NSW Cancer Institute by Shelley Rushton.

This year, the NSW Sydney RG will again host a variety of educational events, which they hope to record and make available for regional nurses who may not be able to attend. They also have plans for a half-day education symposium on specific cancers or oncology related topics, utilising a multidisciplinary approach to care, and wish to offer a grant to enhance the education of rural nurses.

We acknowledge Mundi Pharma, Teva Oncology, Menarini and Merck as the main sponsors of the NSW Sydney RG’s activities this year.

Queensland Regional Group

Queensland Regional Group (QLD RG) committee members:

- **Pammie Ellem** **Chair**
- Doreen Tapsall **Secretary**
- Elise Button **Treasurer**
- Ron Middleton
- Penny Reed
- Penelope Stevens
- Carla Thamm

The QLD RG meets each month and in August 2017 also conducted a videoconference themed *"Meet your CNSA Regional Group"*, which was an opportunity to meet the committee members, ask questions and make suggestions. While participant numbers were small, some regional attendees expressed their appreciation for this opportunity to dial in and participate.

The QLD RG is planning a membership drive and two education sessions for the year ahead. They also hope to obtain sponsorship and increase their revenue to facilitate travel grants.

South Australia Regional Group

South Australia Regional Group (SA RG) committee members:

- **Deborah Hoberg** **Chair**
- Judy Iasiello Deputy Chair
- Melissa Laan Treasurer
- Koli Ali
- Gill Miller
- Melanie Wilson

Despite some significant challenges over the past year, such as navigating changes to new CNSA email accounts, new CNSA bookkeeping processes, changes in support staff and the loss of some committee members, the SA RG is proud of several significant goals achieved.

Three educational events were held. The first event, in April 2017, attracted 32 attendees. It was titled *“Current Issues in Adolescent and Young Adult Cancers”* and covered the pathophysiology of AYA cancer, working with AYAs with cancer, music therapy and case studies. The presenters were Dr Michael Osborn, Melissa Jones, Hayley Miller and Allan Hayward.

In August, Prof Martin Oehler (Obstetrician and Gynaecologist) and Helen Gray (Gynaecology Oncology Nurse Coordinator) presented *“Gynaecology – an update on disease process and treatment”* to 48 attendees.

The SA RG also hosted a Cancer Nursing Symposium on 12 October 2017 for 39 participants. This full-day supportive care workshop, with presenters including Prof Marion Eckert, Dr David Holden, Josephine To, Heather Broadbent, Dr Lisa Beatty, Dr Keng Yeoh, Dr Chee Wee Tan and Michael Fitzgerald, was very well received.

The SA RG committee had hoped to develop better ties with regional cancer nurses this year and continues to explore ways of communicating on alternative platforms. The committee has also investigated ways to support its local members through travel to attend targeted educational events and conferences. This year, one local and one regional travel grant was offered to support SA RG members to attend CNSA’s Annual Congress.

The SA RG committee actively contributed to the CNSA Newsletter, and communicated separately with local members.

The group’s plans for this year include a full-day workshop on clinical assessment, as well as an educational event focused on sarcoma. A travel grant to specifically support attendance by regional members is also being explored.

We acknowledge MSD, Roche, Novartis, Amgen, Menarini, Mundipharma and Mayne Pharma as the sponsors of the SA RG’s activities this year.

Victoria Regional Group

Victoria Regional Group (VIC RG) committee members:

- **Sue Bartlett**
 - Rachel Hodges
 - Tracey Dryden
 - Diane Davey
 - Margaret Hjorth
 - Katherine Lane
- Chair**
Deputy Chair (*resigned November 2017*)
Treasurer

The VIC RG's significant achievements this year include membership of the Supportive Care Refresh Project (funded by the Department of Health and Human Services and the University of Melbourne) and collaboration with the Haematology Society of Australia and New Zealand (HSANZ) and the Palliative Care Nurses Group to provide joint education events for nurses in Victoria.

The VIC RG hosted four educational events over the past 12 months.

In June 2017, Dr Caminia Lapuz (Radiation Oncologist) and Linda McGinn (NUM) presented on "*Nursing Considerations for Patients having Breast or Gynaecological Radiotherapy*". There were 49 attendees from a variety of clinical settings.

The educational event held at the University of Melbourne on 21 September was titled "*Complex cancer symptoms and side-effects: A workshop for early-mid career cancer nurses*" and was attended by more than 20 nurses. The presenters were from a variety of disciplines and included Dr Jo Armes, Michael Collins, Joy Forster, Steffi Renehan and Erin Kennedy. This event also led into the Marian Barrett lecture, presented by Dr Jo Armes on the exciting topic "*A Tale of Two Cities: diabetes and cancer*". Members from rural Victoria could apply for travel and accommodation grants to attend this workshop.

At the end of November 2017, Donna Milne (Advanced Practice Nurse and Clinical Researcher) and Gail Rowan (Pharmacist) presented an "*Immunotherapy Update*" to 37 attendees at the Hellenic Republic.

An event titled "*Nuclear Medicine Technologies in Cancer Care*" was held in March this year, with speakers including Dr Grave King (Nuclear Medicine Physician), Julie Enger (Radionuclide Coordinator) and Trish Jansen (Registered Nurse). There were 37 attendees at this event, which was the VIC RG's first webinar. The recording has since been uploaded to the professional development page of the CNSA website, as an educational resource for members.

Three Nicole King Grants worth \$1000 each were made available to VIC RG members.

We acknowledge Ipsen, Menarini and MSD as the main sponsors of the VIC RG's activities.

Western Australia Regional Group

Western Australia Regional Group (WA RG) committee members:

- | | |
|----------------------|--|
| • Sharon Ray | Chair |
| • Marie Condon | Treasurer (<i>role shared with Sara Jaenke</i>) |
| • Sara Jaenke | Treasurer (<i>role shared with Marie Condon</i>) |
| • Catherine Barratt | (<i>resigned November 2017</i>) |
| • Christine Henneker | |
| • Nicole Mason | |
| • Sandy McKiernan | |
| • Tanya O'Connor | |
| • Therese Thompson | |

Despite a few challenges encountered recently with the management of events according to the new CNSA guidelines, the WA RG is proud to have hosted three educational breakfast events this year.

In July 2017, a multidisciplinary team of presenters – including Lisa Wilson (Head and Neck CNC), Matthew Price (Service Development Manager at GenesisCare), Belinda Herrman (Dietician) and Sarah Ang (Lymphedema Physiotherapist) – received very positive feedback from the 91 attendees at the “*Head and Neck Cancers*” educational event. “*Optimal Cancer Care*” was the theme of the October 2017 educational event, which was attended by 60 people. The variety of excellent speakers included Nick Spendier (Gerontologist), Andrew Hill Aged Care CNC, Val Cogan (SDE), Pip Brennan (Health Consumers Council) and Violet Platt (Co-Director, WACPCN). In March this year, Dr Andrew Hartley (Surgeon), Jo Oddi (Dietician), Gavin Keene (Medical Physicist), Alison Key (Upper GI CNC) and Dr Andrew Dean (Medical Oncologist) presented to 68 WA RG attendees on “*Upper Gastro-intestinal Cancers*”.

Rural members can apply for grants to attend educational events. Each year, the WA RG also provides two grants to assist local members to attend CNSA’s Annual Congress. Only one of these grants was awarded in 2017-18. There has not yet been any application for the WA RG’s Leadership Skills Development Scholarship announced in 2016. Details of this opportunity are available on the CNSA website.

The WA RG was also pleased to be able to financially support CNSA members from Tasmania to host their first regional event in 2017.

Sam Gibson (CNSA member and former CEO) and one of the WA RG committee members represented CNSA at Notre Dame University’s professional networking forum for students. Three committee members also attended the South West Cancer Conference and manned a CNSA stand to raise awareness of our organisation.

We acknowledge BMS, MSD, Roche, Ipsen, Amgen, Nestlé, Smith’s Medical, Genesis Cancer Care, 3M, Merck Serono, Teleflex, Specialised Therapeutics, Astra Zeneca, Flo Medical, Medical Specialties Australia and Menarini as the WA RG’s sponsors this year.

Specialist Practice Networks

On behalf of the Board of Directors I would like to acknowledge and thank the Regional Group (RG) and Specialist Practice Network (SPN) Chairs, Meredith Cummins (NSW Sydney RG), Gillian Blanchard (NSW Hunter RG & CNP SPN), Pammie Ellen (QLD RG), Deb Hoberg (SA RG) Sue Bartlett (VIC RG), Sharon Ray (WA RG), Anne Mellon (GYN SPN) and Nicole Gavin (VAD&IT SPN) for their continued commitment to the values and mission of the organisation.

Kerry Patford (Breast SPN) and Margie Hjorth (RON SPN) deserve a special mention – standing down as Chairs in March 2018 following extensive and successful terms on their respective committees.

2017-2018 saw sustained growth of the RGs/SPNs demonstrated through a range of member-based activities and contributions. A notable mention from the past 12 months is the formation of the Adolescent & Young Adult Specialist Practice Network (AYA SPN) with Bec Greenslade as inaugural Chair. The AYA SPN will officially commence on 1 April 2018, but Bec and her committee are already highly engaged and motivated to close the gap and strengthen the network for cancer nurses working within this speciality area.

The key focus of work with the RGs/SPNs was established through considerate and strategic engagement with the group, Board of Directors and CEO at last year's Annual Congress. This work was pivotal to understand the function, capacity, skill and achievements of each group and enable the introduction of consistent processes to support the activities of the committees i.e. RG & SPN Operations Manual, alongside supporting the transition from a portfolio-based Board and dissolution of the RG/SPN Coordinator roles.

Moving in to 2018-2019, the CEO and Directors are committed to supporting the RGs and SPNs to meet the objects of the organisation and strengthen the opportunity for connection with members and provision of member services across the country.

In closing, I would like to take the opportunity to thank the RG and SPN Chairs and former Board Director, Ellen Barlow for their commitment, guidance and collaboration during my time as SPN Coordinator.

Laura Pyszkowski

SPN Coordinator and TAS Representative (January 2014 to June 2017)

CNSA Director (since June 2017)

Specialist Practice Network Chairs



Gillian Blanchard
(Cancer Nurse Practitioner SPN)



Nicole Gavin
(Vascular Access & Infusion Therapy SPN)



Margie Hjorth
(Radiation Oncology SPN)



Anne Mellon
(Gynaecological Oncology SPN)



Kerry Patford
(Breast SPN)

Breast Oncology SPN

Breast SPN committee members:

- **Kerry Patford** **Chair**
- Sarah Pratt
- Marion Strong

The Breast SPN's activities over the past year have centred on building strategic partnerships with other key organisations focused on improving and influencing practice in breast cancer – including partnerships with Breast Cancer Network Australia (BCNA) and representation on Cancer Australia's Breast Cancer Advisory Group.

CNSA has been invited to participate in a new multidisciplinary initiative to bring together a collaboration of organisations across the breast cancer community to identify a series of tangible actions and support that can be provided to those with metastatic breast cancer. They are also hoping to draw on and align with the initiatives of the [ABC Global Alliance](#), which CNSA is hoping to become a Supporter Member of in 2018.

The Breast SPN has also provided nursing leadership and contribution to initiatives that identify gaps and barriers to the provision of best practice alongside patient advocacy including those that support access to treatment.

Breast Cancer Nurses and those working within the speciality will be well represented and catered for at the 2018 CNSA Congress, with the 2018 Breast Care Symposium developed in collaboration with The McGrath Foundation at capacity.

Lastly, 2018 has seen Kerry Patford stand down as chair following a successful term. The future focus of the Breast SPN will be in the hands of new Co-Chairs Jenny Gilchrist and Danielle Spence, who will be supported by Marion Strong in the role of Deputy Chair. No doubt these three will build upon the work of Kerry and her peers, and we wish them well.

Cancer Nurse Practitioner SPN

Cancer Nurse Practitioner (CNP) SPN committee members:

- | | |
|----------------------------|---------------------------|
| • Gillian Blanchard | Chair |
| • Justin Hargreaves | Deputy Chair |
| • Vicki McLeod | Treasurer |
| • Rachel Pitt | Secretary |
| • Michael Fitzgerald | |
| • Gillian Kruss | |
| • John McKenna | |
| • Carmel O’Kane | <i>(until April 2017)</i> |
| • Julianne Samara | |

The committed and dynamic CNP SPN committee encompasses several disciplines, a range of professional experience, rural and metro nursing and representation across multiple states.

Access to good quality education, targeted specifically at nurse practitioners, is a key focus of the CNP SPN. Members of this SPN are supported through educational events at no cost. There are travel grants of up to \$500 per annum to support the cost of travel and accommodation to attend these events, with travel grants to a total value of \$14,737 being awarded in 2017-18.

The CNP SPN aims to have at least two educational events each year, which are typically well received and well attended, with many people coming to both events during the year despite often having to travel interstate.

In June 2017, during an event titled “*Immunotherapy in Context*”, Drs Michael Brown and Brian Stein gave an exciting and in-depth overview of immunotherapy (beyond the usual) aimed at nurse practitioners. The day began with a look at the healthy and unhealthy immune system, followed by the science behind immunotherapy. The afternoon was spent on interactive case studies looking at effects on the body systems.

On 23 and 24 February this year, Dr Vish Boodell led a Masterclass on “*The deteriorating patient and neurological assessment*”. This two-day event included one full day in a sim lab managing the deteriorating cancer patient utilising a range of relevant scenarios. The second full day included neurological assessment. Feedback from the workshop was extremely positive.

In fact, CNP SPN members often report that not only do this SPN’s events provide excellent networking opportunities, but the quality of education makes them some of the best educational events of the year.

We acknowledge Novartis, Mundipharma, Menarini, Roche, Amgen and BMS as the CNP SPN’s main sponsors this year.

Gynaecological Oncology SPN

Gynaecological Oncology (GYN) SPN committee members:

- **Anne Mellon** **Chair**
- Danielle Carpenter
- Jessica Jude
- Natalie Williams
- Belinda Zeilony

The CNSA GYN SPN continues to grow, and currently has over 150 members. Members are kept abreast of relevant information through the CNSA newsletter and GYN SPN email updates.

A nurses' workshop was held as part of the 2017 annual scientific meeting of the Australia New Zealand Gynaecological Oncology Group (ANZGOG) held in Melbourne. The workshop theme "Endometrial Cancer" was chosen given the incidence and mortality of endometrial cancer continue to grow, in no small part a result of the worldwide obesity epidemic. The workshop, which attracted approximately 25 participants, addressed some of the issues in endometrial cancer, including management, current and future trials, obesity and diet, exercise, new approaches to follow-up of low grade endometrial cancer and psychological issues. The speakers and topics encouraged much discussion amongst the attendees in relation to the issues that we face with this population group.

The nurses' workshop at the ANZGOG 2018 meeting in Brisbane will focus on ovarian cancer.

The GYN SPN committee is currently also planning the nurses' workshop to be held at the International Gynecologic Cancer Society Biennial Meeting in Kyoto, Japan from 14-16 September 2018. Topics to be presented include cancer nursing now and into the future; worldwide burden of gynaecological cancer; cervical cancer; ovarian cancer; genetic testing and counselling; and a patient centred focus.

The GYN SPN is keen to fill the vacant committee positions of Deputy Chair and Secretary.

Radiation Oncology SPN

Radiation Oncology (RON) SPN committee members:

- **Margaret Hjorth** **Chair**
- Sharron Carson
- Linda McGinn
- Michelle Roach
- Pauline Rose
- Gabby Vigar
- Mary Wade

The highlight of the RON SPN's activities over the past year has been the invitation to attend the Radiation Oncology Tripartite Committee – a peak group representing the key professions involved in radiation therapy, i.e. radiation oncologists, radiation therapists and radiation oncology medical physicists, as well as cancer consumer advocates. It is great to finally have the radiation oncology nurses' voice present at this forum to advocate for equitable patient access to quality radiation oncology services.

Margie Hjorth (RON SPN Chair) and Jane Campbell (President) represented CNSA at the Tripartite Committee meeting in Melbourne on 17 November 2017, while Sonja Cronjé (CEO) represented CNSA at the Tripartite Committee meeting on 23 March this year. The wide range of topics covered during these meetings include practice standards, risk-based safety and quality initiatives, challenges facing the radiation oncology workforce, patient access and raising awareness of radiation therapy as a treatment option, research, professional development and government engagement. Following the federal government's announcement that it will support Australia's first proton therapy centre to be established in Adelaide, particle therapy is also on the agenda.

CNSA was invited to endorse the RANZCR Faculty of Radiation Oncology's '[Radiation Oncology Patient Charter](#)', which is based on a charter developed by the Canadian Association of Radiation Oncology. The charter was also endorsed by other key professional organisations in radiation therapy in Australia and New Zealand.

The 2018 CNSA Annual Congress will also see a focus on radiation oncology, with a pre-congress symposium titled "*Radiation Therapy – what is our intent?*", a concurrent session on "*Radiation therapy – The Science and Side Effects of Modern Radiation Therapy: strategies to improve cure and reduce toxicity*", as well as a panel discussion during the final plenary session on "*Radiation Therapy in 2018: What every cancer nurse needs to know*". This panel discussion, which will be facilitated by journalist and cancer consumer advocate, Julie McCrossin, promises to be both informative and entertaining. There will also be an excursion to the Gamma Knife at Princess Alexandra Hospital.

We thank outgoing chair, Margie Hjorth, for her contribution to the RON SPN, and look forward to incoming chair Michelle Roach's leadership of the RON SPN in these very exciting times for radiation oncology nurses.

Vascular Access Device and Infusion Therapy SPN

Vascular Access Device and Infusion Therapy (VAD&IT) SPN committee members:

- **Nicole Gavin** **Chair**
- Kerrie Curtis
- Fiona Fuller

The VAD&IT SPN holds monthly teleconference meetings where governance and strategy are discussed by committee members. The committee is using the CNSA generic email account, to help ensure a seamless transition of communication between committee chairs.

A face-to-face meeting with members is held at the CNSA Annual Congress each year, and membership of the SPN continues to grow.

In 2017, the VAD&IT SPN hosted a pre-congress symposium themed “*Vascular access: improving treatment by enhancing quality*”. Leading Australian researchers and clinicians, Professor Samantha Keogh, Tricia Kleidon, Rebecca Sharp, Alana St John, Michelle Muncaster and Melita Cummings, presented the latest evidence to inform clinical practice in cancer care. The symposium consisted of both lecture style presentations, practical hands-on sessions, as well as an interactive panel discussion. The 37 participants also received practical strategies to trouble-shoot adverse events such as occlusion and the use of technology to monitor adverse events. This event was sponsored by ICU Medical. A pre-congress symposium for 2018 is also being arranged, with support from BARD.

Kerrie Curtis was able to arrange education evenings in Victoria, in collaboration with the Australian Vascular Access Society. On 24 August, one of these events attracted more than 70 participants, plus multiple virtual attendees from tele/videoconference sites in Queensland, NSW, ACT and regional Victoria. Sam Keogh (Professor of Nursing), Shevon Fernando (Pharmacist) and Kerrie Curtis (CNS Vascular Access) presented on “*Patency, flushing, locking, occlusions. Evidence and practice recommendations for PIVs and CVADs*”. This was followed by a robust discussion with all participants.

The VAD&IT SPN regularly receives questions about vascular access care from CNSA members, and they can assist with information on current research, evidence and practice.

The CNSA Board awarded the VAD&IT SPN a \$22,000 grant for the development of CNSA Vascular Access Device Guidelines – to be hosted on the Cancer Australia wiki guidelines platform, thereby ensuring the availability of current evidence regardless of geographical location.

We acknowledge BARD, BD, B Braun, ICU Medical, Medical Specialties Australia, Medtronic, Smith & Nephew, Teleflex and 3M for supporting the VAD&IT SPN’s activities.



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ACN 621 003 414
ABN 98 781 699 178

Address: 165 Sovereign Hill Drive
Gabbadah
WA
6041
Australia

Tel: 0439 464 250

Email: admin@cnsa.org.au