

2015 – 2016 Annual Report

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



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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.

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.

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.



CNSA National Executive Committee

For the reporting period 1 April 2015 – 31 March 2016

Current		Term Commenced
Ray Chan	President	Jan 2015
Sandy McKiernan	Past President	Jan 2015
Trevor Saunders	Treasurer	Jan 2014
Jane Campbell	Secretary, Website & Membership Coordinator/ Social Media	Jan 2016
Kylie Ash	QLD Representative	Jan 2016
Ellen Barlow	NSW Representative/RG Coordinator	Jan 2014
Laura Pyszkowski	TAS Representative/SPN Coordinator	Jan 2014
Nicole Loft	SA Representative	Jan 2014
Lucy Patton	WA Representative	Jan 2015
Angela Mellerick	VIC Representative (Ex-Officio)	Jul 2015
Carmel O’Kane	VIC Representative	Jan 2016
		Term Concluded
Anne Mellon	Secretary, Website & Membership Coordinator/Social Media	Dec 2015
Jane Campbell	QLD Representative	Dec 2015
Angela Mellerick	VIC Representative (Ex-Officio)	Dec 2015
Executive Officer		
Julie Calvert		

President's Report

Over the past 12 months, the National Executive Committee (NEC) has farewelled several key members who have made a significant contribution to both the profession of cancer nursing and to the CNSA. These members included Sandy McKiernan, Anne Mellon and Angela Mellerick.



The NEC acknowledges the tremendous growth in membership over recent years, with the latest membership count of 1207. The NEC has worked tirelessly over the past 12 months to strengthen the governance and infrastructure of the CNSA, to ensure that the CNSA will continue to meet its strategic objectives. At the end of 2015, the NEC commissioned a review of the CNSA Constitution and the appropriateness of its legal structure. To ensure the success of this project, the NEC has (i) engaged an experienced consultant company - Association Forum, and (ii) endorsed the formation of the CNSA Constitution Review Steering Committee (CRSC). Sandy McKiernan (CNSA Immediate Past President) has been appointed to chair this steering committee. The full committee comprises:

- Sandy McKiernan (Chair) (Past President)
- Raymond Chan (President)
- Deborah Hoberg (SA Regional Group Chair)
- Catherine Johnson (Past National Treasurer)
- Anne Mellon (Past National Secretary, National Communications Officer)
- Patsy Yates (Inaugural CNSA Chair)
- Julie Calvert (Executive Officer)

This project is expected to take place over the next 12 months and will facilitate an enormous amount of consultation with members.

The new groups established over the past 18 months, including the Queensland Regional Group (QLD RG), Vascular Access Device & Infusion Therapy Specialist Practice Network (VAD&IT SPN) and the Cancer Nurse Practitioner Specialist Practice Network (CNP SPN), have certainly added a new level of vibrancy to the society. Over the past 12 months, the Regional Groups (RGs) and Specialist Practice Networks (SPNs) have delivered over 26 face-to-face educational events across the nation. Additionally, CNSA awarded a total of 18 grants to CNSA members to participate in a number of national and international educational events and 2 Special Project grants that were open to all existing CNSA groups. I thank all the relevant committees for their continuing efforts in ensuring that our members have the best professional development opportunities possible.

During June 2015, the CNSA held its 18th Winter Congress "Cancer Nursing: Expanding Possibilities"; with a record breaking attendance in excess of 600. For the first time, the CNSA incorporated the National Breast Cancer Care Conference into its Annual Congress. I would like to thank Sam Gibson and the Local Organising Committee (LOC) for their tremendous efforts for making the 2015 Winter Congress a great success.

Development of resources and representation in different areas of cancer control continues to be a focus for the CNSA. Over the past 12 months, the CNSA represented at a range of committees and organisations, which included the Cancer Australia Intercollegiate Advisory Committee, Clinical Oncology Society of Australia (COSA) Executive Council, Coalition of National Nursing and

Midwifery Organisations (CoNNMO), Psycho Oncology Collaborative Research Group (PoCoG); and Australian New Zealand Urogenital and Prostate Cancer Trials Group (ANZUP). The CNSA also endorsed a number of resources including but not limited to the below:

- COSA Tele-oncology Guidelines
- COSA Cancer Care Coordination Position Statement
- World No Tobacco Day Joint Statement 2015
- ISNCC Tobacco Position Statement; and
- Best Practice Principles for Caring for Patients Undergoing Radiotherapy.

Thank you to all CNSA members who participated in the development or the endorsement process of these important resources.

The strengthening of key partnerships continues to be a key strategic goal of the NEC. In 2015, we developed stronger links with eviQ, the McGrath Foundation and the ANZ Lung Cancer Forum. The collaborative work with eviQ, to locate and appraise current evidence-based clinical guidelines for the management of central venous access devices (CVAD) in cancer patients, has been extremely useful. This work has not only resulted in a point-of-care practical resource for clinicians (available on the CNSA and eviQ websites), but also informed phase 2 of the project. Nicole Gavin and I have recently secured support from Cancer Council Australia (CCA) to develop the CNSA CVAD guideline using the CCA Wiki-platform. We thank Professor Sanchia Aranda and her team for their enthusiastic support. Nicole Gavin will be leading a team of members with expertise in guideline development and CVAD management in developing this important resource.

Over the past few months, the CNSA has entered into two separate Memorandums of Understanding (MOUs) with the McGrath Foundation and the ANZ Lung Cancer Nurses Forum. These MOUs have formalised the meaningful partnerships between the CNSA and our partners, especially in the efforts of providing high quality national professional development to nurses who specialise in breast cancer and lung cancer care.

I am also very pleased to report that in November 2015, I represented the CNSA at the Asian Oncology Nursing Society (AONS) Conference, held in Seoul, Korea. At this conference I focused on establishing new strategic links with our partners in Asia and continued the conversations on how nurses will continue to maximise our impact on cancer control in the Asia Pacific region. In one of the plenaries I discussed the importance of and lessons learnt on “Building Capacity for Research and Knowledge Translation at the Organisational Level”. Professor Patsy Yates presented her plenary address on “Nurses’ Contribution to Improved Outcomes in Survivorship”. I am very pleased with the Australian representation at this year’s AONS Conference, as well as the new partnerships formed during this event.

Last but not least, I would like to extend my heartfelt congratulations to Professor Patsy Yates for her recent appointment as incoming President Elect for the International Society of Nurses in Cancer Care (ISNCC), and Professor Sanchia Aranda for her ISNCC Distinguished Merit Award. The CNSA is extremely proud of the achievements of these two senior leaders in cancer nursing, and has been very honoured to be able to nominate the both of them for these well-deserved honours. I thank the members who were involved in contributing towards these important nominations.

It has been a huge year with many great outcomes. I look forward to working with the NEC, staff and members to further the mission of the CNSA.

Associate Professor Raymond Chan
RN, BN, MAppSc, PhD, FACN, GAICD
President, Cancer Nurses Society of Australia



Executive Officer's Report

I am pleased to present the 2015-16 Cancer Nurses Society of Australia (CNSA) Executive Officer's Report.

Over the course of the 2015-16 financial year, CNSA continued the ongoing development and growth to the benefit of members and stakeholders. CNSA's work in 2015-16 was guided by the Strategic Plan, which sets the direction for the Society.

Since 2012, CNSA has had unprecedented growth of members, increasingly successful congress events and employed staff to take charge of the operations of the society. As a result, CNSA need to work within a governance framework that strengthens and enables building for the future. An updated and contemporary Constitution will be the foundation for future growth of the CNSA.



Constitution Review

CNSA is currently an Incorporated Association, under the Associations Incorporations Act (1991) of the Australian Capital Territory. The Act gives structure and rules by which to establish and govern the society. The CNSA Constitution was first written in 1998; along the way there have been minor changes. The constitution was written at a time when the member numbers and the operations of the society were very different from today, it is now timely to review and consider whether to apply contemporary practice to the governance of our society.

CNSA National Executive Committee (NEC) established a Constitution Review Steering Committee (CRSC) and engaged an external consultant (Associations Forum), for the exclusive purpose of a full-scale review of the Memorandum and Articles of the Association of the Cancer Nurses Society of Australia Incorporated, to provide recommendations on changes to the current Constitution.

The CRSC reviewed each section of the current Constitution, considered governance best practice, discussed the needs of the CNSA and reflected upon how any changes may be considered by the membership. All proposed change was backed by a strong rationale for the benefits of doing so, resulting in the Overview Document upon which an updated Constitution will be written. Over the next 12 months, members of CNSA are invited to make comment and contribute to the development of this document.

Centralising Financials

As part of good governance, CNSA moved to a financially centralised system during the reporting period. By including Regional Groups (RGs) & Specialist Practice Networks (SPNs) under the broader infrastructure of CNSA, this has now ensured compliance with the highest accounting standards, including the Goods & Services Tax (GST) and associated regular reporting requirements that must be completed by a Not for Profit charitable organisation. Each month RGs and SPNs are provided with the financial reports, profit and loss to inform their committees.

Representation

In line with CNSA's Strategic Directions: to engage membership and building partnerships, to ensure the financial growth of the CNSA, to influence cancer control policy and initiatives, CNSA continued to strengthen its presence at various conferences and meetings. This representation

allows the Society to build relationships, establish Memorandums of Understanding (MoUs), and discuss strategies and opportunities for joint projects, educational activities, scholarships and to network about cancer care issues.

This increased representation nationally and internationally over the last five years has raised the CNSA profile, increased membership, identified leaders to attend CNSA events and establish formal agreements to achieve and serve mutual goals and/or reciprocal arrangements to minimise cost to both organisations. This activity has proven results to benefit your Society.

Attendance for the EO position during this reporting period:

- Coalition of National Nursing and Midwifery Organisations (CoNNMO); Sydney and Melbourne; and the
- Clinical Oncology Society of Australia (COSA); Hobart.

Annual Congress Professional Conference Organiser

Tender proposals were invited for the position of Professional Conference Organiser (PCO) to organise the 20th, 21st and 22nd CNSA Annual Congresses in 2017, 2018 and 2019. Three tender proposals were received. Based on the selection criteria including fees, capacity to provide service, representation, availability and a good fit with CNSA, Chilli Fox Events has been engaged as the CNSA PCO from 2017-2019.

Membership Strategy

CNSA as an organisation has many strengths within its current membership, which has increased considerably in the past few years (129% over four years), however there remains the opportunity to implement strategies to enhance membership benefits and expand membership numbers. All of which contribute to the overall professional base of CNSA and to fiscal outcomes. Accordingly, a workgroup was formed to develop the CNSA Membership Strategy, members of the workgroup are Jane Campbell, Anne Mellon and Julie Calvert. The Membership Strategy was developed in response to the membership survey where opportunities were identified and conform to the CNSA Strategic Directions: to engage membership and building partnerships and to ensure the financial growth of CNSA.

Acknowledgements

Thank you to the NEC members during this reporting period Ray Chan, Sandy McKiernan, Trevor Saunders, Anne Mellon, Jane Campbell, Lucy Patton, Nicole Loft, Laura Pyszkowski, Ellen Barlow, Carmel O’Kane, Angela Mellerick and Kylie Ash for their time, dedication and commitment.

Also, my gratitude to the Standing Committee Chairs: Kylie Ash, Education; Kate Cameron, Research and Sam Gibson, Annual Congress Committee. Within the framework of CNSA, RGs and SPNs convene to educate, raise awareness, improve understanding and knowledge, support not only members of CNSA but also others who in time will become members. Our Chairs lead these active, hardworking committee groups and networks committees. Thank you to Marie Condon and Sharon Ray (WA RG), Deb Hoberg (SA RG), Robyn Wilson and Adam Rutyna (VIC RG), Meredith Cummins (NSW Sydney RG), Lyndal Moore (NSW Hunter RG), Leanne Stone (QLD RG), Anne Mellon (GYN SPN), Margaret Hjorth (RON SPN), Keith Cox (CNP SPN), Kerry Patford (Breast SPN) and Nicole Gavin (VAD&IT SPN).

Quietly in the background producing the high quality Australian Journal of Cancer Nursing (AJCN), this publication requires many hours of compiling and proofing by the Editorial Committee capably led by Tish Lancaster, and Moira Stephens.

These CNSA members, with the support of their families, contribute a remarkable amount of valuable hours and I thank you one and all.

In closing, I would also like to acknowledge the support team of CNSA, the dedicated staff and contractors to CNSA: Amy Ribbons (Administration Officer), Mandy Sfara (Bookkeeper), Ross McDonald (Accountant) and Kate Miller (Professional Conference Organiser, ChilliFox) who work diligently at many odd hours to provide efficient services to and for the membership of CNSA.

It is a privilege to work with people who aspire to deliver excellence, in an organisation supported by strong values. CNSA values are EPIC.

I am enthusiastic about the future prospects and look forward to reporting in the next financial year.

Julie Calvert
CNSA Executive Officer

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*.



Treasurer's Report

On behalf of the National Executive Committee (NEC) and the Finance and Audit Committee (FAC), I am pleased to inform members that the 2015-2016 reporting period has once again seen sustained growth in the organisation's total financial equity.

Continued growth in membership subscription income, amounting to almost \$142,000 for the year ending 31 March 2016, has more than adequately met the organisation's administration expenses. Growth in membership subscription income comes from both increased membership numbers and an increase in membership dues. A budget strategy underpinned by the Society's strategic goals aims to maintain steady membership growth and to enable members to receive the benefits and services of being part of Australia's peak body for nurses in cancer care.



In support of our mission to facilitate the professional development of cancer nurses, the CNSA continues to attract generous amounts in sponsorship of Regional Group (RG) and Specialist Practice Network (SPN) activities and our grants program, totalling \$19,700 in this reporting period. As we look to build the financial sustainability of the CNSA, the NEC and FAC plan to work strategically to build partnerships and identify benefactors that will enable us to diversify the sources of income required to meet our goal of providing members, irrespective of geographic location across the nation, with opportunities to develop the knowledge and skills necessary to effectively contribute to cancer control.

The 2015 CNSA Winter Congress in Perth exceeded expectations, attracting strong attendances and sponsorship and as in previous years contributed the majority of the organisation's 2015-2016 income, reporting a net profit of just over \$194,000. The Winter Congress Committee (WCC) worked diligently with our Professional Conference Organiser (PCO) Chilli Fox Events to ensure this key annual event represents both high quality and high value.

Funds held in investment have increased to over \$505,000 in the 2015-2016 year, earning modest returns of just over \$15,100. The NEC and FAC have a key responsibility to members to maintain and extend the assets of the organisation, to enable us to take a leadership role in addressing the educational needs of nurses in cancer care, develop and disseminate resources which contribute to advances in cancer nursing practice, facilitate cancer nursing research and to ensure we contribute to cancer control activities and policy. In its stewardship of the CNSA's financial assets, the NEC and FAC have this year promulgated and adopted an investment planning policy and procedure to support this aim. The financial growth of the society enabled an increased allocation in 2015-2016 toward our grants and awards program, together with a budgeted allocation to a Special Projects program to develop professional development resources and activities. Whilst uptake of these opportunities continues to grow, the NEC and FAC plans to make use of the income generated from our considerable assets to provide for more such initiatives in the future.

Overall, the CNSA remains in a sound financial position with a total equity of \$688,515 and an operating surplus of \$129,860 for the year ended 31 March 2016. As an incorporated association in Australia, the CNSA is required to satisfy the financial and reporting requirements of the Associations Incorporation Act 1991 (ACT), in addition to complying with requirements specified

by the Australian Accounting Standards. The accompanying annual financial report, statements and notes reflect these disclosure requirements.

Trevor Saunders
CNSA Treasurer

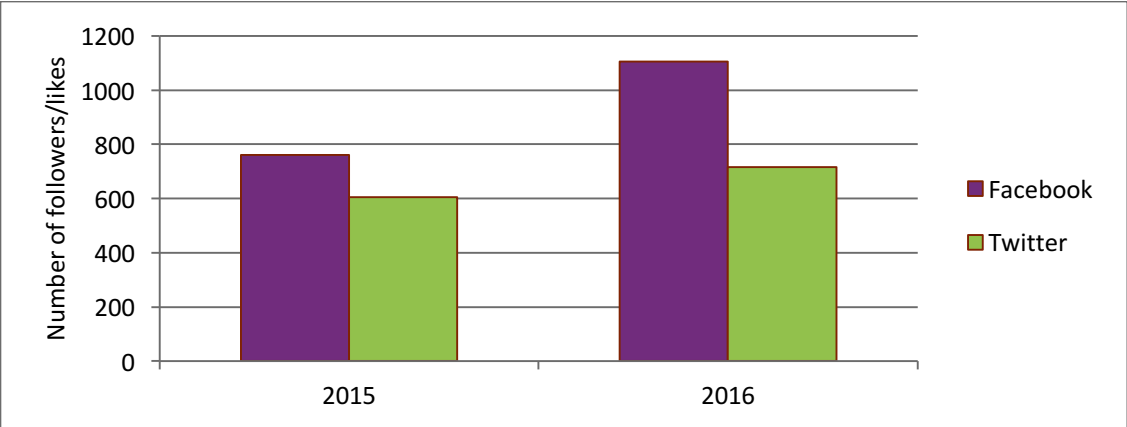


Website and Communications

The CNSA social media platform has continued to grow over the past year, striving to build the profile of CNSA. The CNSA Twitter feed and Facebook page serve as a platform for regular communication and news to our members, as well as attracting new members. The Twitter feed has 717 followers, which is an increase of 112 followers. The CNSA Facebook page currently has 1106 likes, which has also seen an increase of 345 likes.



The CNSA Communications Officer, in collaboration with the Secretary, Website and Membership Coordinator and Executive Officer, works with Chilli Fox Events to maintain the social media platform. A social media plan has been developed with monthly themes, member profiles, Throwback Thursday and Fact Friday, as well as posting relevant research, news stories and information from like-minded organisations. Social media themes highlighted over the past year have included Human Papilloma Virus, distress, oncologic emergencies, chemotherapy, breast cancer, advanced practice, pancreatic cancer, paediatric oncology, radiation therapy, ovarian cancer, melanoma and lymphoedema.



CNSA social media engagement

The publication of the newsletter continues to be an important part of the CNSA communication strategy and from September 2015 the CNSA newsletter has gone online. The CNSA E-Newsletter is distributed via email to CNSA members as well as being posted on the CNSA website. The newsletter continues to contain a President’s report, Executive Officer report and contributions from Regional Groups (RGs), Specialist Practice Networks (SPNs) and CNSA committees and working groups.

Anne Mellon
CNSA Communications Officer



Australian Journal of Cancer Nursing (AJCN)

Two issues of the journal were published during the reporting period. Both comprised the contributions of proffered and solicited manuscripts.

The reporting period has seen an increase in both advertising revenue and the number of pages per issue.

Members of the Editorial Board:

- Elisabeth Coyne (QLD)
- Catherine Johnson (NSW)
- Louise Nicholson (TAS)
- Gabrielle Prest (NSW)

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

- Kim Alexander
- Gillian Blanchard
- Elisabeth Coyne
- Bill Jansens
- Catherine Johnson
- Jac Mathieson
- Louise Nicholson
- Gabrielle Prest
- Mary Ryan
- Angela Rao



The publication, distribution and postage of the journal continues to be undertaken by Cambridge Media in Perth.

Tish Lancaster and Moira Stephens
Editors, CNSA Australian Journal of Cancer Nursing

18th Winter Congress Report

The Perth Convention and Exhibition Centre played host to a record number of 619 delegates attending the 18th Winter Congress of the Cancer Nurses Society of Australia (CNSA) between June 14 and 16, 2015.

The expertise and enthusiasm captured by the members of the Perth Local Organising Committee (LOC), made up of Dr Ruth McConigley (Chair), Sam Gibson, Sandy McKiernan, Narelle Smith, Nicole Newell, Therese Thompson, Sara Jaenke and Sharon Ray saw Winter Congress 2015 deliver a program that attracted cancer nurses from across the country, independent of sector, discipline or geographical location.



For the first time in Congress history, delegates were able to hear from three international cancer experts. Dr Carrie Tompkins Stricker, a Nurse Practitioner from Pennsylvania and an expert in breast cancer care and survivorship, discussed cancer nursing opportunities beyond the bedside and provided insights into global opportunities for nurse-led care. Professor Alex Molasiotis, a renowned cancer nurse researcher from Hong Kong Polytechnic gave a keynote presentation on “Expanding the role of the Advanced Practice Nurse, the legal and professional perspectives”. Our third international speaker was Professor Lesley Fallowfield from the University of Sussex, UK who is an expert in quality of life measures and communication skills training for health care professionals.

A new addition to Winter Congress for 2015 was the incorporation of the National Breast Care Nurse Conference. This provided clear breast specific streams for delegates to attend such as the Breast Cancer Care Pre-Congress Symposium, a concurrent session featuring invited breast cancer experts and a concurrent session of abstract presentations focusing on breast cancer. CNSA would like to acknowledge the efforts of Kerry Patford, Chair of the CNSA Breast Specialist Practice Network (Breast SPN), for all of her help and guidance with coordinating the breast cancer stream.

The Congress Program was developed predominately by the Winter Congress Committee (WCC) and the LOC. The program began with six concurrent Pre-Congress Workshops on Sunday 14 June followed by the Welcome Reception. The 2015 Welcome Reception also saw the acknowledgement of CNSA Past Presidents, recognising the significant contribution these people had made in leading and growing CNSA. The main Congress program took place for two full days on Monday 15 and Tuesday 16 June 2015. The program consisted of 4 breakfast sessions, five plenary sessions and 12 concurrent sessions that featured a blend of abstract presentations and invited speakers. The CNSA Annual General Meeting and CNSA Specialist Practice Network (SPN) Meetings were also held during Winter Congress.

Abstract submissions rose to 108 from 93 in the previous year. Of those, 48 were accepted for podium presentation and 34 were accepted for poster presentation. Five prizes were awarded, Best Clinical Practice Paper won by Catherine Barratt, Best Clinical Research Paper won by Sharron Carson, Best Poster Award won by Kylie Ash, First Time Presenter Award won by Corrie Miles and the Audience Choice Best Poster Award won by Meagan Taylor. All recipients were awarded a cash prize of \$250.

CNSA marketed Congress through numerous avenues including Facebook, Twitter, use of promotional Congress slides by Regional Groups, Congress flyers and posters, regular e-blast notices and advertising through various societies including the Clinical Oncology Society of Australia (COSA), International Society of Nurses in Cancer Care (ISNCC), Cancer Institute NSW, Palliative Care Australia (PCA), Lung Foundation, Australian College of Nurse Practitioners (ACNP), Australian Practice Nurses Association (APNA) and the New Zealand Nurses Organisation (NZNO).

The 2015 CNSA Winter Congress received a total of \$393,790 in sponsorship and exhibition sales, which was an increase of over \$120,000 from the 2014 Winter Congress. This is a record for the CNSA. The large exhibition was supported by four major supporters, Hospira, MSD, BMS and Roche, six congress partners, Amgen, Celgene, Breast Cancer Network Australia, Cancer Council, Gilead and Sanofi in addition to 42 exhibitors.

To engage with industry, the exhibitor passport competition was repeated in 2015. An iPad mini was offered as the industry passport prize that encouraged delegates to actively engage with industry throughout the exhibition space. This initiative again proved successful as evidenced by industry evaluation and feedback.

The 2015 Gala Dinner was held at the Perth Convention Centre and reverted back to the traditional sit-down, three-course meal format following feedback received from delegates in 2014. A highlight of the night was locally renowned band, “Murphy’s Lore” who had the dance floor packed! One hundred and eighty-two delegates attended the Gala Dinner.

Winter Congress 2015 was the most financially successful Congress in CNSA’s history. After disbursements and management fees were paid, CNSA netted a record profit for 2015 of \$225,958.88 (inc. GST). The success of Winter Congress in Perth can be attributed to a diverse and balanced program developed by a dedicated LOC, the hard work of the WCC and the tireless efforts and commitment displayed by the Professional Conference Organiser (PCO), Chilli Fox Events.

In 2016, The 19th Annual Congress will take place at the Cairns Convention Centre from the 12th - 14th May 2016. As the congress will be held in May (not Winter), CNSA has decided to rename the congress to the CNSA Annual Congress.

Samantha Gibson
Chair, CNSA Annual Congress Committee



Education Committee

NAME	ROLE	APPOINTED
Kylie Ash (QLD)	Interim Chair	May 2012
Catherine Pigott (VIC)	Committee	March 2012
Elizabeth Coyne (VIC)	Committee	Jan 2012
Leisa Brown-West (QLD)	Committee	Jan 2012
Lucy Patton (WA)	Committee	Jan 2012
Catherine Barratt (WA)	Committee	Jan 2016
Linda Clarke (QLD)	Committee	Jan 2016
Corrie Miles (QLD)	Committee	Jan 2016
Karen Munton (VIC)	Committee	Jan 2016
Michelle Hamblin (VIC)	Committee	Jan 2016
Sarah Northfield (QLD)	Committee	Jan 2016
Sharon Murcott (TAS)	Committee	Jan 2016
Ola Akinsanmi (QLD)	Committee	Jan 2016



The Education Committee continues to act in an advisory role to the NEC by providing expert knowledge, advice and information on matters relevant to cancer nursing education and the recognition of the specialist cancer nurse role. Members of the Education Committee in the period, January to December 2015, were: Kylie Ash (Chair); Cathie Pigott; Elisabeth Coyne; Heather Pearse; Leisa Brown; Lucy Patton; Danielle Peterman; and Elisabeth Black. Call for new members was undertaken in October 2015. Eight new and five continuing members make up the current committee in March 2016. Three ex-officio members will discontinue their terms when new member transition has been finalised and the new Chair appointed.

Key outcomes of the group in the last reporting period include:

- Monthly teleconferences and a face-to-face meeting at CNSA Winter Congress 2015
- Clarification of committee member roles and drafting portfolios of responsibility for trial in 2016
- Contribution to the CNSA Winter Congress 2015:
 - Collaboration in the development and delivery of a panel discussion - *Cancer Nursing Education. Where do I start?* Committee members Kylie Ash and Lucy Patton participated in the panel; and
 - Presentation of the CNSA Professional Development and Travel Grant certificates to successful applicants.
- Provision of feedback and recommendations in the planning for CNSA Annual Congress 2016. Lucy Patton has represented the Education Committee on this committee.
- Submission of a paper for publication within the Australian Journal of Cancer Nursing (AJCN) based on the “EN antineoplastic agent administration” scoping work.
- Administration of two grant rounds:
 - Round One CNSA Professional Development and Travel Grants (13 applicants)
 - ❖ Total of \$7675.70 awarded to the following recipients:
 - Ipsen Grant– Sarah Northfield, Julie Flynn
 - CNSA WA Regional Group Grant – Susanna Murphy, Holly Elliot, Fleur Holland, Russell Reyes

- Cancer Council Victoria Breast Care Nurse Grant – Laura Levett
- Pam Renouf Indigenous funds grant (2 applicants)
 - ❖ Total of \$2000 awarded to grant recipients Kelly Skelton and Mari Lashbrook to support attendance at World Indigenous Cancer Conference 2016.
- The CNSA Education committee has reviewed grant documentation in line with feedback and to ensure quality processes maintained. The grant reports from 2014-2015 recipients have been collated and summary document has been provided to NEC for review. It is anticipated that this information will be made available to the Regional Groups (RGs) to highlight outcomes and recommendations from the grant program.
- Committee Chair provided mentoring for the SA Regional Group (SA RG) to administer a one-off state based grant for attendance at Multinational Association of Supportive Care in Cancer Annual Meeting in 2016.
- Committee members have represented the committee and provided feedback and expert opinion to the CNSA President and NEC on a range of issues relevant to professional development of cancer nurses. In 2015 these have included:
 - QLD Credentialing Project - professional recognition of specialist cancer nurses
 - CNSA Guideline Endorsement; and the
 - COSA Cancer Chemotherapy Guidelines Review.

Kylie Ash
Chair, Education Committee



Research Committee

NAME	ROLE	APPOINTED
Moira Stephens (NSW)	Chair	Term concluded July 2015
Kate Cameron (SA)	Chair	August 2015 - current
Leanne Monterosso (WA)	Committee	
Emma Cohen (VIC)	Committee	
Kim Alexander (QLD)	Committee	
Nicole Gavin (QLD)	Committee	
Ruth McConigley (WA)	Committee	
Victoria Jayde (TAS)	Committee	
David Larkin (ACT)	Committee	



The Research Standing Committee advises and supports the CNSA National Executive Committee (NEC) on matters relating to cancer control research, and promotes excellence in cancer control and care through research and the translation of research into nursing practice.

The Committee has met bimonthly during the reporting period and has been active in research related activities including support of the New Researchers Workshop at Winter Congress (WC) in Perth in collaboration with the Local Organising Committee (LOC), with positive feedback received.

Warm thanks go to all members of the Research Committee for their generous support of Committee activities supporting members including review of survey and research grant proposals.

Chair, CNSA Research Committee

Moira Stephens held the position of Chair March – July 2015 then resigned from the role and committee. Kate Cameron was appointed as Chair for the remainder of the term, August 2015 – December 2016.

CNSA Research Grant 2015

Five applications were received, however the grant was not awarded. The Research Committee is undertaking a review of the research application process for use by members in 2016.

CNSA Research Survey Requests

Requests to recruit members of CNSA can be made for research purposes. The Research Committee reviews all requests to survey CNSA members to ensure requests forwarded to members are ethical and relevant to cancer nursing, and not burdensome in number. Survey requests reviewed include the following:

- Specialist Nurses' contribution to the care of women with gynaecological cancer in Australia - a mixed methods study (Olivia Cook)
- Clinical Utility of a Diagnosis of Demoralisation (David Gaitanis)
- Survivorship care for patients with cancer after treatment completion in the Asia Pacific region: An international service-mapping study (The Step Study) (Ray Chan)

- Development of an online education resource to improve nursing care of older people with cancer (Mei Krishnasamy)
- Tobacco Cessation Support for Cancer Patients - A Survey of health professionals who work with cancer patients (Megan Varlow)
- Relationship between structural and psychological empowerment, participation in continuing professional development and perceived self-competence in cancer nursing (Doreen Tapsall)
- Measuring outcomes of practice through clinical research; Barriers and enablers for the Australian oncology nurse practitioner (Louise Nicholson)
- Barriers and facilitators for use of a decision aid for ductal carcinoma in situ in clinical practice from the healthcare professionals' perspective: a qualitative study (Claudia Rutherford)
- Delivery of risk-reducing medication for women at increased risk of developing breast cancer (Tim Wong); and
- CanTeen Brand Tracking Survey (Latitude Insights).

Dr Kate Cameron
Chair, CNSA Research Committee



Regional Groups Coordinator Report

It has been a pleasure to read the NSW Sydney, NSW Hunter, Victorian, Queensland, WA and SA Regional Groups (RGs) Annual Reports. It is obvious from the reports the RGs continue to thrive and provide members with an excellent range of professional development and networking opportunities. It is certainly impressive to see the array of educational events that are offered in various formats, such as breakfast workshops and seminars, half-day symposiums, and dinner presentations.

The RGs should also be congratulated on their making available scholarships for nurses to attend conferences. This is an excellent initiative that will go some way towards addressing the limited conference funding assistance options that are available for some nurses.

Many thanks to the RG Chairs, Meredith Cummins (NSW Sydney RG), Lyndal Moore (NSW Hunter RG), Adam Rutyna (VIC RG), Leanne Stone (QLD RG), Sharon Ray (WA RG), and Deb Hoberg (SA RG) for their enthusiasm and hard work on behalf of their members. Special mention and thanks should be given to Marie Condon, who stepped down as Chair (WA RG), at the end of 2015, and Robyn Wilson who stepped down as Chair (VIC RG) earlier this year.

We would also like to acknowledge the many other members that actively participate on these committees, all with various roles and duties. The dedication, commitment and hard work of these, and all the members of the RG committees are greatly appreciated by the CNSA National Executive Committee and the wider membership.

I look forward to the prospect of further engagement with the CNSA RG Chairs at the meeting planned prior to the 19th CNSA Annual Congress in Cairns. The meeting in Cairns will also deliver an opportunity for the more seasoned RG Chairs to provide support to those RG Chairs who have only recently commenced in their positions.

I am sure the year ahead will see continued growth within the CNSA RGs, and the ongoing provision of outstanding educational and professional development opportunities.

Ellen Barlow
CNSA Regional Group Coordinator
NEC NSW Representative



NSW Hunter Regional Group (NSW Hunter RG)

NAME	ROLE
Lyndal Moore	Chair
Yolande Cox	Vice Chair
Rebecca Chenery	Treasurer
Michael Weston	Secretary
Justine Gaynor	Social Media
Gillian Blanchard	Committee
Rachel Pitt	Committee
Gai Shylan	Committee
Kelly Randall	Committee
Sandy MacKellar	Committee

All committee members and roles have remained the same as 2014/15. AGM held 24th February 2016 and two committee members now outgoing (Gai Shylan and Kelly Randall).

One incoming committee member Jacquie Ruhl.

Thanks to both Gai and Kelly for their ongoing commitment to the NSW Hunter RG committee.

Securing ongoing sponsorship has been challenging. Increasing number of attendees at educational events has been time consuming for committee. The Beach Hotel has been a great venue and we have had consistently high numbers of registrations.

Strategic Planning – Goals for the Year

- Continue to promote CNSA and increase membership, schedule regular meetings with the committee and dissemination of information to members
- Work towards utilising CNSA website in 2016 for NSW Hunter RG education events to streamline and centralise
- Continue to offer travel grants to NSW Hunter RG members; and
- Secure sponsorship.

Membership

- Promotion of membership formally advertised at each education event
- Continued increase in membership
- Paid for a CNSA Full Membership at one of the events
- A primary focus of our strategic plan continues to be to encourage new members to join by:
 - Regularly reviewing attendance by non-members at educational sessions
 - Promote the benefits of membership via educational meetings conducted by NSW Hunter RG, wide distribution of promotional/ advertising materials
 - Current members conducting a membership drive within their workplace; and
 - Members doing institution visits to promote benefits of belonging to their professional body.

Education Events/Forums

1. Palliation

Management of a patient under the Palliative Care Team: Dr Lindy Turner (VMO Calvary Mater Newcastle)

When a palliative patient is not referred to the Palliative Care Team: Wendy Cloake (EEN Calvary Mater Newcastle) Milli Sneesby (CNC Palliative Care Calvary Mater Newcastle)

Panel discussion Dr Turner/Milli/Wendy

Attendees: 67 (21 members)

Sponsorship: Astra Zeneca

2. Brain Cancer

GBM's: Dr James Lynam (Medical Oncology Staff Specialist Calvary Mater Newcastle)

Clinical Research Fellow, Hunter Cancer Research Alliance Associate Lecturer, Faculty of Health, University of Newcastle

Attendees: 80 (with a waiting list) (25 members)

Sponsorship: MSD

3. Cancer and Co-Morbidities

This was the first HRG education event utilising the CNSA website

Dr Rob Patterson (Medical Oncology Staff Specialist Calvary Mater Newcastle)

Mr Ben Britton (Psychologist Calvary Mater Newcastle)

Attendees: 60 (with a waiting list) (25 members) reduced numbers due to issues with funds available

Total attendees: 207 at 3 events

Communication to Members

- NSW Hunter RG members that participate in educational events are eligible for free registration on the day and we plan to continue this offer at all educational meetings
- Utilised email lists from previous events to advertise
- Went towards promoting events
- With the assistance of industry sponsorship, we have been able to offer participants not only first class venues at discounted rates but also free registration for CNSA members
- Maintained the focus of having cancer nurses presenting at each event
- Throughout the year communication to the members has been maintained through email contact and wide distribution of promotional flyers
- Including emailing flyers to CNSA Executive for distribution
- Use of CNSA social media e.g. Facebook commenced in early 2013 and has continued to current date
- Social media sites promoted at educational events locally; and
- Upcoming events have been posted on the Hunter New England Local Health District Intranet (message centre) that can be viewed by all health professionals within the LHD.

Reporting – Newsletters, Financial Reports

- The NSW Hunter RG has maintained its Charitable Status and report completed for 2015/2016; and
- Submissions to the Hunter Cancer Care Network Newsletter promoting CNSA events and staff achievements.

Grants

- Provision of grants to members at local or national level; and
- 2 x \$500 Travel Grants will be awarded for 2016 CNSA Annual Congress on the 1st March 2016 (3) applications this year.

Sponsorship

Astra Zeneca and MSD each sponsored an educational event.

Financial Report

The NSW Hunter RG maintains a single account with cheque facility for financial transactions and has been endorsed by the Australian Taxation Office as a charity. The account has two (2) signatories.

The current financial balance (2016)

The current balance is \$6820.57 (As at the 23/02/2016)

Treasurer has organised debit card with a maximum of \$500

Lyndal Moore

Chair, CNSA NSW Hunter Regional Group



NSW Sydney Regional Group (NSW Sydney RG)

NAME	ROLE
Meredith Cummins	Chair
Meredith Oakley	Deputy Chair
Natalie Byrne	Treasurer
Angela Whittingham	Secretary
Christian Steiner	Sponsor Liaison
Beth Ivimey	Education Officer
Theresa Nielsen	Education Officer
Helen Blackburn	Committee
Jenny Cater	Committee

Nomination is open for 1 position - committee member. We want to express our sincere gratitude to Polly Crowden for the services she has provided as a committee member and Secretary for the past 2 years. She has been a delight to work alongside. During the year Lorraine Cobbing also resigned as she has changed position and is no longer working in Oncology. The committee sent flowers to Lorraine to express our appreciation. Helen Blackburn is stepping down from Education Officer position, however will remain on the NSW Sydney Regional Group (RG) Committee.

Strategic Planning – Goals for the Year

- Goals of the year will be to increase access to education to NSW Sydney RG and also to rural Centres. We have funding to enable regional nurses to attend education sessions
- The education sessions conducted during 2015 have all had very good attendance. We have successfully provided diverse topics to expand on the field of oncology knowledge amongst our members; and
- Acknowledge the skills of our members and provide assistance to ensure we have a workforce that provides best practice that in turn enables succession planning in all facilities.

Membership

Our aim is to increase membership around the state of NSW and provide networking and assistance for rural nurses to education sessions. Current membership is 247.

Education Events/Forum

Sessions for 2015 were:

- 19 March - A Multidisciplinary Approach to Managing Sarcoma” - 42 attendees
- 20 May - HPV Associated Cancers - 54 attendees
- 29 August - Genomics and Immunotherapy postponed until early 2016; and
- 30 October 30 - HIV and Cancer - 29 attendees.

Communications to Members

The committee members for this group extend to many public and private facilities across Sydney, so communication of events is distributed by the Executive Committee. All information is also sent

through CNSA National Executive to all the members. This has been effective in communicating to the members.

Reporting – Newsletters, Financial Reports

- Any contributions to newsletters; and
- Financials for the regional group are done centrally via the bookkeeper with monthly balance sheets and P&L.

Grants

The Sydney group continues to provide “bowser buster” to pay for petrol for regional nurses to attend meetings who live outside a 50km radius of Sydney. Boundaries are Penrith to the West, Gosford to the North and Scarborough to the South.

In the coming year we can financially support regional/rural nurses to attend further education, starting with the education day now rescheduled to April. We see this sponsorship as something that we can give back to the members especially from out of town who find it more difficult to attend meetings.

Sponsorship

Sponsorship for the year of 2015 has been from Ipsen, Boehringer-Ingelheim, Caris, Perrigo, Eisai, Braun and Roche.

There are a number of companies who has stated their intention to provide support this coming year – these being Amgen, Astra Zeneca, Bayer, Janssen-Cilag, MSD, Novartis, Sanofi and Specialised Therapeutics.

Financial Report

The bank balance as of end of October 2015 is \$15127.11.

A debit card will be made available to the committee so that access can be made to deposit and withdraw for events.

Meredith Cummins
Chair, CNSA NSW Sydney Regional Group

QLD Regional Group (QLD RG)

NAME	ROLE
Leanne Stone	Chair
Leisa Brown-West	Deputy Chair
Elise Button	Treasurer
Kylie Ash	Secretary
Pammie Ellem	Committee
Carla Thamm	Committee
Tammy Lehn-Van Diem	Committee
Peter Hancock	Committee
Renee McMullen	Committee
Jane Campbell	Committee

The first educational evening planned for November was rescheduled for March due to low registrations.

Strategic Planning – Goals for the year

- The group has a vision to undergo this process into the future and has drafted a plan for the second 12 months as we establish ourselves
- Plan drafted for meeting schedule; and
- Education evening planned and achieved at second attempt.

Membership

- Newly formed group, plan to target membership as a priority action to increase membership across the state
- Opportunities to create a North Queensland Group in the future, leveraging off opportunities at Annual Congress in Cairns in 2016
- Create educational opportunities for advanced practice cancer nurses to compliment educational opportunities that already exist in partnership with Cancer Council Queensland and HSA NZ; and
- Opportunities to reach large number of regional nurses caring for cancer patients.

Education Events/Forums

- Event planning in progress with second education evening in planning for 2016. Plan to meet with other Regional Group (RG) representatives at CNSA Annual Congress.
- Very successful first education evening in March with over 60 attendees, several new registrations and much interest generated. The evening included three presentations followed by a tour of the Gamma Knife. Attendees were greeted with canapés and drinks supported by industry partners. Feedback surveys in progress for evaluation by attendees.

Communication to Members

- Email and face to face meetings by committee members; and
- Propose that our minutes and activities are regularly communicated to our members, Secretary will undertake responsibility for this action and has set up a member email list.

Reporting – Newsletters, Financial Reports

- Discussed social media opportunities and identified committee members' interests and strengths
- Support from the CNSA President and National Executive Committee membership to guide direction for the group; and
- Currently limited funds held by this group.

Grants

- Discussed opportunities to interact with industry sponsors and engage sponsorship opportunities in the future. Will be a regular agenda item at every meeting.

Sponsorship

- Discuss successful strategies with other successful RG committees and develop clear guidelines for engaging with sponsors, and to clarify conflict of interest issues; and
- Will be a regular agenda item at every meeting.

Financial Report

- Currently limited funds held by this group.

Leanne Stone

Chair, CNSA Queensland Regional Group



SA Regional Group (SA RG)

NAME	ROLE
Deb Hoberg	Chair
Alicia Hopper	Deputy Chair
Melissa Laan	Treasurer
Wendy Vaughan	Secretary
Nicole Loft	NEC Representative
Koli Ali	Committee
Judy Iasiello	Committee
Gill Miller	Committee
Heather Pearse	Committee
Maki Toyoda	Committee

In December 2015 the role of Secretary was appointed as a direct reflection of our continued growth, the voluntary status and the geographical spread of our committee members. Wendy Vaughan agreed to take this role on and oversees the groups' email account, the calendar and contacts list and its central document management using Dropbox.

Strategic Planning – Goals for the year

The committee has held an annual planning meeting for the past 2 years, early in December, to establish its goals and plan for the coming year. Some of our key goals for the year included:

- Developing a sponsorship plan and fundraising initiatives which would reshape the current funding model from 'event' sponsorship to 'group' sponsorship and create financial stability and event ownership for the SA Regional Group (SA RG)
- Exploring succession planning and ways to ensure group sustainability
- Supporting members through the provision of quality local educational meetings aligned with the needs of our members, resource sharing via the group's e-newsletter and financial support for members to attend conferences/educational events relevant to cancer nursing; and
- Increasing membership by improving engagement with our rural colleagues, targeting workplaces that are under-represented and actively promoting the membership benefits at educational events.

Membership

The SA RG has continued to build a strong member base with the number of members as at 29 Feb 2016 at 94. Recent events have seen us introduce a student non-member rate to attract undergraduate nursing students as well as a non-member rate commensurate with catering/venue charges, while promoting the member rate that allows attendance at events at no charge.

Education Events/Forums

- **11 April 2015 Oral Cancer Agents Breakfast seminar** was held on a Saturday morning at the Hilton Hotel in Adelaide's CBD and attracted 41 attendees. A medical oncology Nurse Practitioner and a senior Oncology Clinical Pharmacist spoke about some of the issues and

important aspects of safety, monitoring and patient education surrounding oral chemotherapeutic agents.

- **1 September 2015 Dinner meeting – ‘Its not just breast cancer.... it’s in the details’** was an enthusiastically attended dinner where Dr Ganessan Kichendasse, a medical oncologist at the Flinders Centre for Innovation in Cancer spoke on gene mutations and amplifications in breast cancers and how they predict treatment. We also heard from a Breast Care Nurse Practitioner and a country McGrath Nurse, who was so keen to share her experiences with us and offer her support with our country patients that she did the entire 315Km journey in the one night, after a full day of work! 55 attendees.
- **12 November 2015** A panel forum with a light supper– **‘Q & A.... Your cancer nursing career’** – A panel of engaging speakers who were chosen for their current positions in hospitals, the community and non-government organisations working in the area of cancer care. All nurses, they were asked to speak about their path to their current role; to share what they’ve learnt and what they might have done differently had they known then what they know now. From the ward, to management, teaching, trials and an advocacy role, attendees enjoyed presentations that similarly highlighted the friendships each made along the way; there’s an interesting kind of bonding that occurs over difficult patients, seemingly unbendable bureaucracy and unspeakable tasks shared on night duty! 32 attendees. An AGM followed the panel discussion.
- **20 February 2016 Breakfast Seminar – ‘Lung Cancer.... Today’** Held at the iconic ‘cheese grater’ South Australia’s Health and Medical Research Institute (SAHMRI). Two speakers from both a nursing and a medical background spoke. Assoc. Prof Dusan Kotasek, one of the founding partners of the largest private tertiary referral cancer centre in SA presented on Lung Cancer, specifically the landscape as it stands today in NSCLC and some of the gene mutations and sequencing that have appeared more recently. His presentation was enthusiastically received with an engaged audience openly participating in discussion. Despite some timing and catering glitches on the day, the evaluations were overwhelmingly positive...phew! 51 attendees.

Communication to Members

Events are communicated to both members and non-members at scheduled time frames prior to events. This service provides an online registration program, collation of details and creation of all event-marketing materials for each event. The mailing list is maintained by the Chair, Deborah Hoberg, at the current time and is comprised of both members and attendees of events who are non-members with the addition of some key people in cancer care in SA, both metropolitan and rural.

Reporting – Newsletters, Financial Report

General - Our Deputy Chair Alicia Hopper looks after our communications and social media presence. This includes a quarterly SA e-newsletter as well as biannual contributions to the national e-newsletter and any posts on the national Facebook & Twitter feeds.

Financial -All funds previously held locally have been transferred to the National CNSA account and all bookkeeping and auditing processes are now done at a national level in keeping with the RG & SPN Finance Manual.

SA is one of the RGs trialling our own debit card and is documenting any issues with this process as they arise. An evaluation of this trial will be discussed at the RG & SPN Chairs meeting at Congress in May.

Profit and Loss statements and all other monthly finance reports were produced by the CNSA bookkeeper in 2015 and these were presented to the members at the first AGM of this committee in November of last year. We aim to continue to present these at the AGM, which will be held at our last event of each year, usually in October/November.

Grants

In 2016 we are pleased to be able to allocate funds in our budget to support one CNSA SA member to attend Annual Congress in Cairns.

The CNSA SA RG has also budgeted for up to 6 CNSA SA members to attend MASCC in Adelaide in June 2016. Two of these have been preferentially allocated to rural members.

In addition, CNSA SA RG has recognised the professional commitment of CNSA NT members who maintain their professional membership, though lack the regional group opportunities due to their smaller number and have allocated funds to support one CNSA NT member to attend the MASCC Annual Meeting in Adelaide in June 2016.

Sponsorship

CNSA SA RG recognises the commitment to education of cancer nurses in SA offered by our industry partners, without whom we would not be able to provide such quality educational meetings and grants to our members.

Our sponsors for 2015 – 2016

- Platinum – MSD
- Gold – Novartis, Amgen, Roche
- Key Event Sponsors – BMS, Hospira, Sanofi
- Event sponsors – Bard, Maynepharm, Ipsen, Mundipharma, Pierre Fabre, Janssen

Financial Report

CNSA SA RG has an active committee and has negotiated a sound level of sponsorship. We have provided our members with quality relevant educational events on topics that are member driven at premier locations at no cost to them as a result of generous levels of sponsorship.

The current cash at bank balance of the CNSA SA RG, as per the end of month report via our bookkeeper and treasurer is \$40,090.43 with \$23.30 cash on hand.

Deborah Hoberg
Chair, CNSA SA Regional Group

VIC Regional Group (VIC RG)

NAME	ROLE
Adam Rutyna	*Chair
<i>Vacant</i>	Deputy Chair
Lisa Sheeran	Treasurer
Angela Mellerick	Event Coordinator
Suzanne Bartlett	Committee
Tracey Dryden	Committee
Emma Gardner	Committee

*Robyn Wilson was the Chair for 2015.

The CNSA Victorian Regional Group (VIC RG) members have had another great year as evidenced by attendance and participation at the educational evenings. The feedback on events this year has reflected the enthusiasm of our cancer nurses, yielding very positive comments and suggestions.

General membership and executive meetings are held bi-monthly.

Strategic Planning – Goals for the Year

In 2015-16 we planned to provide financial support to regional areas to deliver a cancer workshop or education event closer to home. The VIC RG will continue to support regional areas in 2016-17 with grants sponsored by Ipsen. The VIC RG is offering 3 x \$1000 grants to host a regional or rural Victorian event. If you are interested in hosting a rural/regional event this year, you will need to send an application letter that addresses specific criteria. For more information, please contact vicccnsasecretary@gmail.com.

This year, the VIC RG will be employing a more modern approach to booking events with the use of our CNSA website. Members can now book and pay for events online.

Information regarding our upcoming events will be posted on the CNSA website for our members.

The VIC RG have decided to start recording our events for CNSA members from all over Australia to be viewed via the CNSA website members' section. The success of this goal will be determined by permissions from the presenters and technical capability (fingers crossed everything will come together).

The Nicole King Grant(s) will continue, and are currently set at \$1500 per grant. Details regarding the grant will be available following our May AGM.

Education Events/Forums

The VIC RG planned 5 education events for 2015 plus 1 x 6-week series on Mindfulness. Four are evening events held at a restaurant sharing an evening meal. The fifth education event is a half-day workshop to be held in October. The topics were chosen from the list of topics suggested in the survey sent to the members.

A six-week series on Mindfulness.

Speaker: Dr Richard Chambers - Clinical Psychologist & Mindfulness Consultant.

April: 'Optimising patient outcomes in advanced prostate cancer' presented by Dr Ben Tran & Ms. Gay Corbett

May: AGM

'A Paradigm Shift in the Treatment of Lung Cancer' presented by Associate Professor Ben Solomon

August: The VIC RG held a combined meeting with the Haematology Society of Australia & New Zealand Nurses (HSANZ) group.

October: Workshop consisting of two seminars and 3 workshops covering oncological emergencies, care of adolescent patients, pain management, CVAD updates and Aboriginal health. The VIC RG would like to give a big Thankyou to the presenters: Michael Collins, Michael Cooney, Kerrie Curtis, Kate Thompson, Illana Berger and Emma Leehane. The day was very well received and appreciated by our members.

November: 'The social media world of Palliverse (combined meeting with Pall Care nurses)' presented by Dr Sonia Fullerton.

Communication to Members

Most of our communication is by email. We will also be relying on communication via the CNSA website this year.

Finance Report

In 2015-16 the VIC RG maintained a single account with cheque facility for financial transactions and is a registered charity. The account has three (3) signatories. In March 2016 our finances were aligned with CNSA policy – all transactions be now being centralized through the CNSA account.

Major income revenues have come from donations from industry sponsors and from funds obtained from non-CNSA members who attend the education meetings. Major expense categories were gifts for the guest speakers, door prizes and payment to financial auditors. There are no significant outstanding debts or credits.

Grants

Recipients of the Nicole King Grant in 2015 were Michele Hamblin and Gail Wilmot.

Michele, a McGrath Breast Care Nurse/Home Nursing Clinical Coordinator from Colac Area Health used the grant money to assist with travel expenses so that she could attend the "Level One Lymphoedema Course (Approved by the Australasian Lymphology Association)"

Gail Wilmot's' grant money was used to assist her studies in "expanding cancer and haematology nursing practice".

Ipsen has sponsored 5 x \$1000 grants for regional areas to run education evenings or workshops in their local area. The two successful applicants in 2015 were Sue Bartlett and Carmel O'Kane.

Sue Bartlett helped organise an event held in Ballarat titled: *Immunotherapy in Cancer & Cancer Survivorship*, presented by Donna Lever (Barwon Health) and Dr Mel Wuttke (Ballarat Health Service)

With only two successful applications in 2015 – the remaining three rural/regional grants will

carry over to 2016.

The VIC RG is offering 3 x \$1000 grants to host a regional or rural Victorian event. If you are interested in hosting a rural/regional event this year, you will need to send an application letter that addresses specific criteria.

For more information, please contact vicccnsasecretary@gmail.com.

Sponsorship

In February this year we revised a prospectus outlining our plans for 2016 and offering a number of levels of sponsorship with differing features and degrees of support. This was distributed to industry partners and we are very grateful for the engagement and support from the following companies:

- Senofi
- Pfizer
- Maurice Blackburn
- Regional Healthcare Group (Paxman)
- Mayne Pharma
- Hospira

A special thanks to the hard-working members of the VIC RG committee past and present, your dedication to cancer nursing in the VIC RG is inspiring - thank you for everything that you have given to us so freely.

Adam Rutyna
Chair, CNSA VIC Regional Group



WA Regional Group (WA RG)

NAME	ROLE
Sharon Ray	Chair
Sara Jaenke	Treasurer
Cheryl Penter	Events Coordinator
Lucy Patton	WA NEC Representative
Marie Condon	Committee
Chris Henneker	Committee
Sandy McKiernan	Committee
Briony McBride	Committee
Catherine Barratt	Committee
Janet Beckett	Committee
Tanya O'Connor	Committee

Marie Condon stepped down as Chair at the end of last year. Sara Jaenke joined and took up the position of Treasurer. Catherine Barratt, Janet Becket and Tanya O'Connor have all joined as committee members. Sam Gibson stepped down from the committee to focus on the Cancer Nurse Practitioner Specialist Practice Network (CNP SPN) and her role as Chair of the Annual Congress. Many thanks for her years of service to the WA RG in a variety of roles including Chair and NEC Representative. Matthew Chant and Ruth McConigley both resigned from the committee. Thanks to you both for your service to the committee.

Strategic Planning – Goals for the Year

We met in August to attend to annual planning and review the strategic plan. With input from all we have aligned the WA RG Strategic plan with the national strategic plan.

Membership

Membership numbers are stable.

A database is kept of members and non-member attendance at events. When we identify a non-member applying for one of our events we offer the event free if they join CNSA. We have had success with this strategy on the day.

Education Events/Forums

- 14 March 2015 Cancer basics and beyond
- June 2015 – CNSA WA RG sponsored a workshop at Annual Congress; and
- 24 October 2015 Cancer Allsorts including youth cancer, fertility, menopause, oncogeriatrics.

Communication to Members

Education events are communicated to members using our database of both members and non-members. We continue to use a contracted public relations member and an online registration program enabling us to advertise the event, register members, collate data around the event and access evaluations of the event. We for-see no change to this process which works so well for the WA RG.

Reporting – Newsletters, Financial Reports

CNSA WA RG contribute to newsletters and the Facebook page or internet site on request. Details and summations of all events along with pictures are made available.

The financials were managed with the use of QuickBooks and good treasury skills during 2015. The books were audited by a CPA in March 2016 and our financials have now been handed over to be managed by CNSA National Executive Committee (NEC).

Grants

CNSA WG RG has allocated funds from their budget to support attendance to Annual Congress. As this was held in Perth in 2015, 4 people were supported (usually 2 are supported).

The WA RG also budgets for and offers rural members assistance to travel to Perth to attend any of our events.

Sponsorship

Our high quality events are only achieved due to generous sponsorship from industry pharmaceutical partners

Our sponsors for 2015 were:

- Gold - Hospira
- Key Event Sponsors - Lilly
- Event Sponsors – Amgen, Roche, Ipsen, Bristol-Myers Squibb, Teleflex, GSK/Novartis, BMS.

Financial Report

CNSA WA RG remains an active committee with a sound level of sponsorship. We continue to provide our members with excellent education at premier hotels in central area of Perth at no cost to them due to our sponsorship arrangements. The financial management has been acknowledged and audited by our accountant with positive comments over the last 6 years.

Sharon Ray
Chair, CNSA WA Regional Group



Specialist Practice Networks Coordinator Report

The CNSA Specialist Practice Networks (SPNs) have continued to grow throughout the past year, providing CNSA members with a range of opportunities to stay connected to their areas of interest, alongside expanding their knowledge base through a variety of educational activities. This is ever so evident in the 2016 Annual Congress program with strong representation from all groups in the pre-congress workshops and concurrent sessions.



I would like to take this opportunity to acknowledge and thank the SPN chairs and their committee members for all their hard work in providing ongoing development opportunities for their members, alongside their contribution to cancer nursing through dissemination of best practice principles and guideline reviews.

I look forward to ongoing engagement with the groups as they continue to provide a range of excellent services for our membership.

Laura Pyszkowski
CNSA Specialist Practice Network Coordinator
NEC TAS Representative

Breast Oncology Specialist Practice Network (Breast SPN)

NAME	ROLE
Kerry Patford	Chair
Vacant	Deputy Chair
Marion Strong	Committee
Sarah Pratt	Committee
Sholeh Boyle	Committee
Judy Iasiello	Committee

Since my last report, the Breast Oncology Specialist Practice Network (Breast SPN) has grown to 283 members, a significant increase of over 100 new members (174) in the last 12 months. This increase may in part be due to the successful integration of the breast care nurse conference into the CNSA Winter Congress in Perth. The breast care nurse symposium was well attended, and apart from a few small glitches on the day, the evaluation responses overwhelmingly supported the continuation of the breast care nurse conference in this format.

In this regard, we are very excited to announce that the 2016 Cairns Congress Breast Symposium is a joint collaboration between CNSA and the McGrath Foundation. We sincerely hope that the conference delegates benefit from the calibre of the international and national guest speakers and educational workshops that will be available during the Congress.

During the Breast SPN meeting, the academic expiry of the Specialist Breast Nurse Competency Standards that were published in 2005 by the then NBOCC were discussed, with the possibility of lobbying Cancer Australia to review and republish these guidelines to reflect current Breast Care Nurse (BCN) practice. Unfortunately, the preliminary discussions with Cancer Australia in getting these guidelines updated indicated that this was not likely to occur, therefore, any further plans relating to these competency standards will be shelved with BCN's encouraged to familiarise themselves with the National Competency Standards for Registered Nurses that have recently been released but the Nursing and Midwifery Board of Australia.

Planning is underway to begin the process of reviewing and republishing the CNSA Principles for Nursing Practice in the Management of Post-Surgical Seroma for Breast Cancer guidelines. As you imagine this is a very time consuming process and I will keep you informed of the progress of this project as it's made. I thank those of you who have already indicated their desire to participate in this project, and hope at the time of the SPN meeting during the Cairns Congress that I am able to provide more detail and project progress.

Associations with stakeholders such as Cancer Australia, Breast Cancer Network Australia and the McGrath Foundation continue, with active participation in strategic planning and advisory groups as required. The SPN is also actively involved with the University of NSW in applying for funding to develop a web based ductal carcinoma in situ (DCIS) patient resource tool.

Thank you to all that have provided me with support and direction during the last year as Chair of the Breast SPN. It has been quite a steep learning curve for me, and full of exciting opportunities and challenges. I look forward to the next 12 months.

Kerry Patford
Chair, CNSA Breast Oncology Specialist Practice Network

Cancer Nurse Practitioner Specialist Practice Network (CNP SPN)

NAME	ROLE
Keith Cox (NSW)	Chair
Gillian Blanchard NSW)	Deputy Chair
Vicki McLeod (VIC)	Treasurer
Samantha Gibson (WA)	Secretary
Nicole Loft (SA)	Committee
Justin Hargreaves (VIC)	Committee
Sue Bartlett (VIC)	Committee
John McKenna (WA)	Committee
Rachel Pitt (NSW)	Committee

We had three members resign from the committee last year, Michael Cooney, Polly Crowden and Rosita Van Kuilenburg; I would like to acknowledge their contribution. Two new members joined the committee, Rachel Pitt and John McKenna.

The CNSA Cancer Nurse Practitioner Specialist Practice Network (CNP SPN) has had a busy year; we now have 45 members in all states except the Northern Territory. CNSA members wishing to join the CNP SPN must be endorsed Nurse Practitioners, Nurse Practitioners Candidates or Nurse Practitioner Students working in the area of cancer care.

The CNP SPN has two educational events a year. The intention is to have one of these meetings align the CNSA Annual Congress, although this year, with the Multinational Association of Supportive Care in Cancer (MASCC) Annual Meeting being held in Adelaide in June this year, we will be having a workshop before that meeting. Our next educational event will be the day prior to the Clinical Oncology Society of Australia Annual Scientific Meeting (COSA ASM) in November on the Gold Coast. Plans are well underway for both these educational events.

The two educational workshops for 2015, were both very successful. The Lightbox Radiology Masterclass was held the day prior the 2015 CNSA 18th Winter Congress workshops, in Perth and the other workshop was held on Saturday 17th October prior to the Haematology Society of Australia and New Zealand (HSANZ) meeting, in Adelaide.

A newsletter promoting events and achievements of the CNSA CNP SPN and its members will be circulated biannually.

Keith Cox OAM
Chair, CNSA Cancer Nurse Practitioner SPN

Gynaecological Oncology Specialist Practice Network (GYN SPN)

NAME	ROLE
Anne Mellon (NSW)	Chair

The CNSA Gynaecological Oncology Specialist Practice Network (GYN SPN) has grown from 127 members in 2015 to currently having 180 members, from most states of Australia.

A call for nominations was held in September 2015 for Chair and committee positions on the GYN SPN. Anne Mellon was appointed as Chair of the GYN SPN for the 2016-2017 term of office. No other nominations for committee positions were received.

The GYN SPN members are kept abreast of relevant information through the CNSA newsletter and GYN SPN email updates. The GYN SPN members have met once in the past year at the CNSA 18th Winter Congress in Perth. A nurse's workshop is being held at the ANZGOG meeting in April 2016 and a Gynaecology preconference workshop will be held at CNSA 19th Annual Congress in 2016.

Anne Mellon
Chair, Gynaecological Oncology SPN



Radiation Oncology Specialist Practice Network (RON SPN)

NAME	ROLE
Margaret Hjorth (VIC)	Chair
Gabby Vigar (SA)	Deputy Chair
Pauline Rose (QLD)	Events Coordinator
Mary Wade (VIC)	WA NEC Representative
Michelle Roach (NSW)	Committee
Sharron Carson (WA)	Committee

Through member's workplace role changes, there have been some changes to the committee. However, we continue to have a group of passionate, motivated radiation oncology nurses representing the membership.

I'd like to congratulate the Radiation Oncology Specialist Practice Network (RON SPN) committee and membership for continuing to raise the profile of radiation oncology nursing within the cancer community. There was great representation at CNSA 18th Winter Congress in Perth, June 2015 and included a pre-congress workshop plus a session within the program dedicated to radiation oncology. A big thank you to RON SPN member Sharon Ray, and the local committee for organising the workshop agenda and facilitating the day. Presentations covered clinical trials, models of care, culture change, advances in technology and concurrent therapies. As always our focus was on patient-centered care but we also explored the impact on radiation oncology nursing practice. Both the workshop and session were well attended by health care providers across professions and received excellent feedback.

CNSA 19th Annual Congress – Cairns - 12-14 May 2016.

Following the successful representation of radiation oncology nursing at Congress in Perth, 2015 there will be a radiation oncology pre-congress workshop/symposium again this year and we encourage all members to attend. This workshop will be a great opportunity to learn and share knowledge and skills.

The morning will focus on new technology/techniques and the impact on nurses with presentations from 4 expert nurses from across Australia. Health professionals from the local radiation oncology services department in Cairns will present on sexuality issues for patients. The afternoon will consist of two facilitated sessions that provide an opportunity to discuss current practices around specific symptom management and interventions. What do we do and how do we do it? What is the evidence? The theme is 'Bridging the Gap'. Let's bridge the gap between our departments and use this opportunity to network and form new friendships/resources.

The annual CNSA RON SPN meeting will be held on: Thursday 12 May 2016 from 4.00pm-5.00pm. We encourage members to put forward any areas/issues they would like discussed with the group prior to the meeting and we will add it to the agenda. Please forward any ideas to margaret.hjorth@epworth.org.au. Hope to see you all there.

Newsletter

We aim to keep our members up to date with current topics of interest and provide an opportunity to share experiences and practices. Gabby Vigar has taken over the production of the

newsletter with 2 successful editions so far. We have had excellent feedback from members and encourage member contributions and ongoing support.

Practice guidelines for caring for patients undergoing radiotherapy.

As presented at congress last year these guidelines have been developed in collaboration with expert nurses from the RON SPN and provide a document that aims to support healthcare professionals deliver optimal care to patients undergoing radiotherapy, irrespective of the service delivery setting. These guidelines provide a framework for local adaptation, recognising that implementation will vary based on local service models and resources. The use of these guidelines should be flexible, and based on individual needs and local circumstances.

There have been unavoidable delays in the final production of the guidelines. The hope is that they will be available in time for Congress.

EviQ continues to develop the radiation oncology resources on their website. Jill Graham is doing a fabulous job and needs volunteers to review the documents. Please get involved. This is our specialty and our resources so we need to support them and have input as we are the experts. Please contact: jill.graham@cancerinstitute.org.au and offer your support.

Margaret Hjorth
Chair, CNSA Radiation Oncology SPN



Vascular Access Device & Infusion Therapy Specialist Practice Network (VAD&IT SPN)

NAME	ROLE
Nicole Gavin (QLD)	Chair
Kerrie Curtis (VIC)	Deputy Chair
<i>Vacant</i>	Treasurer

The Vascular Access Device & Infusion Therapy (VAD&IT SPN) formed their Committee in March 2016. Kerrie Curtis has been appointed as the Deputy Chair. The position of Treasurer is currently vacant.

The primary purpose of the VAD&IT SPN is to update the CNSA CVAD Guidelines 2007. Cancer Council Australia has agreed to host our guidelines on their Cancer Wiki Guidelines. This format means that the VAD&IT SPN can be appraising the evidence for a few clinical questions at a time and the guideline can be updated as new evidence becomes available. The Committee members will be made up of CNSA members who will be the Guideline Leads for three broad topics. Please let me know if you would like to be involved in any capacity.

Pre-Insertion & Insertion

Vessel preservation - Tricia Kleidon (QLD)
 Device selection & insertion - Fiona Gillianders (NSW)
 Patient education – position vacant

Maintenance & Failure (mechanical & infective)

Dressing, securement - Sarah Northfield (QLD)
 Skin prep & integrity – Sara Hurren (QLD)
 Occlusion & thrombosis - Fiona Fuller (QLD)
 Flushing & blood taking – Renee McMullen (QLD)
 Infection - Peter Haywood (VIC)
 ANTT & NC – Julie Flynn (QLD)
 Surveillance of complications – Emily Larsen (QLD)

Competency & Documentation

Nurse education & competency – Leisa Brown-West (QLD)
 Legal issues & documentation – *position vacant*

Membership

We currently have 178 members.

Congress 2016

This year at Congress we are organising our first Pre-Congress Workshop *Whose IV line is it anyway?* sponsored by Hospira. Nancy Moureau (supported by Teleflex) and Julie Flynn will focus on infective complications. Jocelyn Hill (supported by Angiodynamics) and Sarah Northfield will focus on mechanical complications.

We will hold our second SPN meeting on Thursday 12th May directly after the Pre-Congress Workshop. During Congress there will be plenty for those interested in vascular access. There is a

Breakfast meeting support by Hospira and a CVAD Concurrent Session. I look forward to meeting you all and introducing you to the Committee and our plans for the new Guidelines.

Past education events

In July 2015 the VAD&IT SPN held a joint event with the CNSA Queensland Regional Group (QLD RG) and the Australian Vascular Access Society (AVAS). Approximately 80 clinicians attended *Taking the Lead in Vascular Access* education evening that was sponsored by Cook Medical. Tricia Kleidon and Nancy Moureau are two nurses with an expertise in vascular access and demonstrated how taking a leadership role has improved patient outcomes.

Nicole Gavin

Chair, CNSA Vascular Access Device & Infusion Therapy SPN



Annual Financial Report

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 2016

Committee Members

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

Kylie	Ash	Term commenced 1 January 2016
Ellen	Barlow	
Julie	Calvert	Ex-Officio as Executive Officer of CNSA
Jane	Campbell	
Raymond	Chan	
Nicole	Loft	
Sandy	McKiernan	Term concluded 31 December 2015
Angela	Mellerick	Term concluded 31 December 2015
Anne	Mellon	Term concluded 31 December 2015
Carmel	O'Kane	Term commenced 1 January 2016
Lucy	Patton	
Laura	Pyszkowski	
Trevor	Saunders	

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 2016 amounted to \$129,860 (2015: surplus \$51,144).

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 2016.

Signed in accordance with a resolution of the Executive Committee



Raymond Chan
President



Trevor Saunders
Treasurer

May 2016

The Cancer Nurses Society of Australia

Incorporated

ABN 98 781 699 178

Annual Financial Report
For the year ended 31 March 2016



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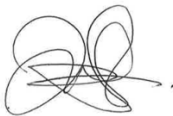


The Cancer Nurses Society of Australia Incorporated
Statement by National Executive Committee
For the year ended 31 March 2016

In the opinion of the National Executive Committee of the Cancer Nurses Society of Australia Incorporated:

1. The financial statements and the notes to the financial statements:
 - a) comply with Accounting Standards to the extent described in Note 1, the *Associations Incorporation Act 1991 (ACT)* 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 2016 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 Incorporated 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 Board 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 Committee by:



Raymond Chan
President



Trevor Saunders
Treasurer

May 2016

LDAssurance

CHARTERED ACCOUNTANTS

LDAssurance Pty Ltd
Level 6, 250 Collins Street
Melbourne Victoria 3000
PO Box 18184 Collins Street East 8003
TELEPHONE +61 3 9655 3922
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www.ldassurance.com.au
ACN 146 147 202

AUDITOR'S INDEPENDENCE DECLARATION

As auditor for Cancer Nurses Society of Australia Incorporated for the year ended 31 March 2016, 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
9 May 2016



LDAssurance

CHARTERED ACCOUNTANTS

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INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF THE CANCER NURSES SOCIETY OF AUSTRALIA INCORPORATED

We have audited the accompanying financial report, being a special purpose financial report, of The Cancer Nurses Society of Australia Incorporated which comprises the statement of financial position as at 31 March 2016, statement of profit & loss and other comprehensive income for the year then ended, statement of changes in equity, statement of cash flows, a summary of significant accounting policies, other explanatory notes and the responsible person's declaration.

The Responsibility of the Committee for the Financial Report

The Committee of the association are responsible for the preparation of the financial report, and have determined that the basis of preparation described in Note 1 is appropriate to meet its financial reporting requirements of the *Associations Incorporation Act 1991 (ACT)* and the *Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act)*. The committees' responsibilities also includes such internal control as they determine necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

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. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

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

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accounting policies used and the reasonableness of accounting estimates made by the 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.

Opinion

In our opinion the financial report of Cancer Nurses Society of Australia Incorporated has been prepared in accordance with *Associations Incorporation Act 1991 (ACT)* and Division 60 of the *Australian Charities and Not-for-Profits Commission Act 2012*, including:

- a) giving a true and fair view of the Association's financial position as at 31 March 2016 and of its financial performance and cash flows for the year ended on that date; and
- b) complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis of accounting

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for distribution to members for the purpose of fulfilling the committees' financial reporting requirements. As a result, the financial report may not be suitable for another purpose.

LDAssurance
 Chartered Accountants



Stephen O'Kane
 Partner

Dated this 9th day of May 2016 at 250 Collins Street, Melbourne.

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The Cancer Nurses Society of Australia Incorporated
Statement of Profit & Loss and Other Comprehensive Income
For the year ended 31 March 2016

	Notes	2016	2015
		\$	\$
Revenues	6	985,313	606,275
Grant Expenses		(25,852)	(17,447)
Administration staffing expenses		(163,242)	(144,926)
Other administration expenses		(65,377)	(35,374)
Executive Committee meeting expenses		(24,343)	(27,469)
Journal and Newsletter expenses		(17,473)	(16,845)
Annual Congress expenses		(521,444)	(286,639)
Other expenses		(37,722)	(26,432)
Total comprehensive income for the year		<u>129,860</u>	<u>51,144</u>

The accompanying notes form part of these financial statements

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The Cancer Nurses Society of Australia Incorporated
Statement of Financial Position
As at 31 March 2016

Assets	Note	2016 \$	2015 \$
Current Assets			
Cash & Cash equivalents	7	726,668	568,482
Trade and other receivables	8	48,053	1,571
Other current assets	9	<u>522,346</u>	<u>450,029</u>
Total Current Assets		<u>1,297,067</u>	<u>1,020,082</u>
Non-Current Assets			
Property, Plant & Equipment	10	<u>23,387</u>	<u>904</u>
Total Non-Current Assets		<u>23,387</u>	<u>904</u>
Total Assets		<u>1,320,454</u>	<u>1,020,986</u>
Liabilities			
Current Liabilities			
Trade & Other Payables	11	616,966	492,274
Provisions	12	<u>14,973</u>	<u>8,791</u>
Total Current Liabilities		<u>631,939</u>	<u>501,065</u>
Total Liabilities		<u>631,939</u>	<u>501,065</u>
Net Assets		<u>688,515</u>	<u>519,921</u>
Equity			
Retained Earnings		<u>688,515</u>	<u>519,921</u>
Total Equity		<u>688,515</u>	<u>519,921</u>

The accompanying notes form part of these financial statements

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The Cancer Nurses Society of Australia Incorporated
Statement of Changes in Equity
For the Year Ended 31 March 2016

2016	Retained Earnings
	\$
Balance as at 1 April 2015	519,921
Result for the year	129,860
Funds transferred from Regional Groups and Specialist Practice Networks	38,734
	<hr/>
Balance as at 31 March 2016	688,515
	<hr/>
2015	
Balance as at 1 April 2014	468,777
Result for the year	51,144
	<hr/>
Balance as at 31 March 2015	519,921
	<hr/> <hr/>

During the period, the Regional Groups and Specialist Practice Networks financial activities were incorporated into the financial reports. Where this involved a transfer of 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 2015/16 financial year, this amount was represented by an increase in retained earnings of \$38,734.

The accompanying notes form part of these financial statements

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The Cancer Nurses Society of Australia Incorporated
Statement of Cash Flows
As at 31 March 2016

	2016	2015
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Subscription Receipts	187,629	138,008
Income from Annual Congress	810,742	862,514
Interest Income	16,360	18,175
Other Income (including Regional Groups & Specialist Practice Networks)	127,445	45,086
Payments to suppliers and employees	(989,684)	<u>(1,021,433)</u>
Net cash provided by operating activities	152,492	43,350
	Note 15	
CASH FLOWS FROM INVESTING ACTIVITIES		
Property, Plant & Equipment	(33,040)	-
Funds received from Regional Groups	38,734	-
Net cash from investing activities	5,694	-
Net Increase / (decrease) in cash held	158,186	43,350
Cash at the beginning of the financial year	<u>568,482</u>	<u>525,132</u>
Cash at the end of the financial year	<u>726,668</u>	<u>568,482</u>

The accompanying notes form part of these financial statements

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The Cancer Nurses Society of Australia Incorporated

Notes to the Financial Statements

For the year ended 31 March 2016

The financial report covers The Cancer Nurses Society of Australia Incorporated as an individual entity. The Cancer Nurses Society Australia is an incorporated association incorporated and domiciled in Australia.

The principal activities 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.

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

Comparatives are consistent with prior years, unless otherwise stated.

Note 1. Basis of Preparation

In the Executive Committee members opinion, the Society 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 *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.

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 Society 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 Incorporated Notes to the Financial Statements

For the year ended 31 March 2016

2 Summary of Significant Accounting Policies continued

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.

Member Subscriptions

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

Grants and Bequests

The Society receives grants and bequests for 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. The income and expenditure is then subsequently reported at the time of the subsequent of the grant or bequest.

Interest Revenue

Interest is recognised using the effective interest method.

Other Income

Other income is recognized on an accruals basis when the Society is entitled to it.

Net Annual Congress Income

The Society 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.

(c) Goods and services tax (GST)

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

Receivables and payable are stated inclusive of GST.

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

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

The Cancer Nurses Society of Australia Incorporated Notes to the Financial Statements

For the year ended 31 March 2016 (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 2016 membership year, (Refer to note 2 (b)) 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 Incorporated Notes to the Financial Statements

For the year ended 31 March 2016 (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.

(j) Trade and Other Payables:

Trade and other payables represent the liabilities for goods and services received by the Society 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.

3 Critical Accounting Estimates and Judgments

The National Executive 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 Society:

The Society is an association incorporated under 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 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.

The Cancer Nurses Society of Australia Incorporated
Notes to the Financial Statements
For the year ended 31 March 2016 (continued)

Note 5. 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.

	2016	2015
	\$	\$
Note 6. Revenues:		
Subscription Income	142,326	93,970
Income from Annual Congress	668,618	455,620
Interest Income	15,189	17,998
Other Income	34,997	18,113
Regional Groups & Specialist Practice Networks	124,183	20,574
	<u>985,313</u>	<u>606,275</u>
Note 7. Cash & Cash Equivalents:		
Current		
Petty Cash	123	-
Cash at Bank	220,821	77,351
Term Deposits	505,724	491,131
	<u>726,668</u>	<u>568,482</u>
Note 8. Trade and Other Receivables:		
Trade and other receivables	48,053	400
Sundry Debtors	-	1,171
	<u>48,053</u>	<u>1,571</u>
Note 9. Other Current Assets:		
Prepayments - Annual Congress	485,969	400,138
Prepayments - Other	36,377	49,891
	<u>522,346</u>	<u>450,029</u>

The Cancer Nurses Society of Australia Incorporated
Notes to the Financial Statements
For the year ended 31 March 2016 (continued)

Note 10. Property, Plant & Equipment:	2016	2015
	\$	\$
Computers & Office Equipment	5,720	1,680
Less: Accumulated Depreciation	(1,826)	(776)
	<u>3,894</u>	<u>904</u>
Web-site Development	29,000	-
Less: Accumulated Depreciation	(9,507)	-
	<u>19,493</u>	<u>-</u>
	<u>23,387</u>	<u>904</u>
Note 11. Trade & Other Payables:		
Trade Creditors	77,536	57,176
Income in Advance - Annual Congress	436,594	361,332
Income in advance - Other	102,836	71,766
Bequest Income in Advance	-	2,000
	<u>616,966</u>	<u>492,274</u>
Note 12. Provisions:		
Provision for Annual Leave	<u>14,973</u>	<u>8,791</u>
Note 13. 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.		
Note 14. Remuneration of 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>3,195</u>	<u>2,345</u>

The Cancer Nurses Society of Australia Incorporated
Notes to the Financial Statements
For the year ended 31 March 2016 (continued)

Note 15. Cash flow information

	2016	2015
	\$	\$
(a) Reconciliation of cash		
Cash on hand	124	-
Cash at bank	220,821	77,351
Term deposits	505,724	491,131
	<hr/>	<hr/>
Note 6	688,515	519,921
	<hr/>	<hr/>
(b) Reconciliation of net cash provided by operating activities attributable to surplus / (deficit) from ordinary activities		
Total comprehensive income for the year	129,860	51,144
Non-cashflows in profit		
Depreciation	10,557	560
Changes in assets and liabilities		
(Increase) / Decrease in receivables		
(Increase) / Decrease in sundry debtors	(47,653)	3,530
(Increase) / Decrease in prepayments	1,171	177
(Increase) / Decrease in congress prepayments	13,514	(35,651)
Increase / (Decrease) in congress income received in advance	(85,831)	(400,138)
Increase / (Decrease) in subscriptions paid in advance	75,262	361,332
Increase / (Decrease) in other payables & bequests	31,070	34,641
Increase / (Decrease) in provisions	18,360	24,002
	6,182	3,753
	<hr/>	<hr/>
	152,492	43,350
	<hr/>	<hr/>

The Cancer Nurses Society of Australia Incorporated
Detailed Trading Profit & Loss Statement
For the 12 months ended 31 March 2016

	2016	2015
	\$	\$
Income		
Subscription Income	142,326	93,970
Bequests	2,000	12,300
Annual Congress	668,618	455,621
Interest Income	14,313	17,998
Grant Income	4,031	-
Other Income	28,967	5,814
	<u>860,255</u>	<u>585,703</u>
Expenditure		
Administrative Costs		
Accountancy Services	9,000	9,334
Audit	3,195	2,345
Bank Charges	314	199
Bookkeeping	15,025	9,874
Depreciation Office Equipment	10,517	560
Freight & Charge	-	167
Information Technology	1,966	941
Insurance	4,457	647
Merchant Fees	1,691	1,843
Postage & Packaging	503	-
Printing & Stationery	1,318	971
SecurePay Salary Payment Gateway	1,613	1,335
Storage Fees (Archive)	1,221	1,304
Sundry Expenses	4,989	838
Total Employment Expenses	165,806	147,173
Website Costs	5,160	1,769
Total Administrative Costs	<u>226,775</u>	<u>179,300</u>
Other Costs		
CNSA Grants & Scholarships	19,572	17,447
National Executive Committee Meetings	23,452	26,957
Journal & Newsletter	17,473	16,845
Marketing & Promotional Resources	10,379	13,710
Regional Group Meetings	3,536	3,522
Special Projects	12,562	206
Specialist Practice Networks Meetings	2,483	843
Standing Committee	891	512
Subscriptions	3,200	1,000
Travel & Accommodation (ISNCC, CoNNO, AONS)	6,324	8,663
Annual Congress Costs	473,864	286,639
Total Other Costs	<u>573,736</u>	<u>375,832</u>
Total Expenditure	<u>800,511</u>	<u>555,132</u>
Operating Surplus/(Deficit)	<u>59,744</u>	<u>30,571</u>
Non-Operating Income & Expenses		
Regional Groups & Specialist Practice Networks (Income)	125,058	20,573
Regional Groups & Specialist Practice Networks (Expenses)	(54,942)	-
	<u>70,116</u>	<u>20,573</u>
Net Result for the Year	<u>129,860</u>	<u>51,144</u>