



New Zealand
**Medical Radiation
Technologists Board**
Te Poari Ringa Hangarua Iraruke

Annual Report

1 APRIL 2019 - 31 MARCH 2020





THROUGHOUT THIS REPORT:

MIT: Medical Imaging Technologist

RT: Radiation Therapist

NMT: Nuclear Medicine Technologist

REA: Registration Examination Assessment

MRIT: Magnetic Resonance Imaging Technologist

Son: Sonographer

T-Scopes: Includes all training scopes of practice

The Health Practitioners Competence Assurance Act 2003 is referred to as the Act.
The New Zealand Medical Radiation Technologists Board is referred to as the Board.

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From the Chair and Chief Executive

Board Appointments

During 2019 we welcomed and farewelled a number of Board members:

- We welcomed Susan Yorke (lay member) and Pru Burns (Nuclear Medicine Technologist).
- In June we farewelled Rosanne Hawarden who had been a proactive lay member for 9-years. With expertise in the area of finance, she assisted the Board with understanding the importance of high quality financial reporting. Rosanne also served a period of time as the Board's Deputy Chair as well representing the Board on the Medical Sciences Secretariat Board of Directors.

Professional Development

During 2019 the Board engaged in a number of opportunities to build on their governance knowledge and skills:

- Board members are undertaking professional development in respect of their governance role and have all enrolled with Better Boards, an Australian based organisation that offers governance training particularly aimed at the not-for-profit sector. Learning modules include literature reviews, videos and webinars.
- Ongoing financial training has also been provided for the whole Board through the excellent tutelage of Anthony Bow who serves as a lay member with the Board.
- Following the changes to the HPCA Act in April 2019, the Board attended a 1-day governance workshop provided by Claro Law. This was a great opportunity to explore the impacts of the amendment bill for our ongoing work in regulating the medical imaging and radiation therapy profession.
- The Board Chair and Registrar attended a National Registration and Accreditation Scheme (NRAS) conference in Melbourne. This was not only an opportunity to learn about a number of initiatives undertaken by the Australian health regulatory sector, but also to engage with colleagues from the Medical Radiation Practice Board of Australia. The conference was also attended by representatives from many of the other New Zealand responsible authorities.

Strategic Priorities

In the 2019-2020 year the Board's strategic focus culminated in the achievement of three key milestones:

- Implementing a programme of performance measurement and monitoring to ensure the Board continues to meet its obligations under section 118 of the Health Practitioners Competence Assurance Act 2003 (the Act). This work will assist with preparing for the pending independent performance review that is due to be completed before April 2022.

- The Board also consulted on a new “naming” policy for publishing its decisions in respect of practitioners who are subject to a Board-issued order or direction. This policy requirement was legislated by the 2019 amendment to the Act and the Board published its policy document in February 2020.
- Launching an online exam as another registration pathway for overseas-trained applicants. Practitioners applying for registration as either a medical imaging technologist or a radiation therapist are able to take up the opportunity of sitting an online examination if their qualification does not meet equivalency but they have significant clinical experience. Work continues with developing online examinations for the other three scopes of practice.

Pandemic Preparations

In late March 2020 the country went into ‘lockdown’ as we joined together as our team of 5-million to deal with the global COVID-19 pandemic. This saw our secretariat team move to working from their homes which was achieved with minimal disruption to our business-as-usual operations. This was enabled by the planning and preparation work the team had spearheaded as they could see the global situation worsening over previous weeks.


The Board also worked with the Ministry of Health to assist with having contingency plans in place to ensure the medical imaging and radiation therapy workforce would be adequately resourced during the COVID-19 pandemic.

Secretariat

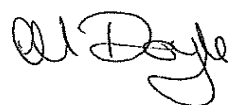
A review of the Medical Sciences Secretariat (MSS) staffing resources in 2019 identified that total team numbers were not adequate to sustain the operations of the secretariat in the longer term. That was primarily due to the team taking on additional responsibilities in response to the changing needs of the two responsible authorities they serve – that is, the Medical Radiation Technologists Board and the Medical Sciences Council. This saw another coordinator position added to the registrations team. The finance team was also increased from two to three members.

Acknowledgement

We would like to take this opportunity to record our appreciation and thanks to all our Board members and the MSS staff team for their time, commitment and wealth of knowledge that has served us well to achieve our goals and priorities over these last 12-months. Also, thank you to the many people who have assisted the Board through various committees and assessment and supervision services. Your support and advice is invaluable in helping the Board to achieve its legislative responsibilities to protect the health and safety of the public in respect of medical imaging and radiation therapy services in New Zealand.



Beryl Kelly (Chair)



Mary Doyle (CEO)

Numbers at a Glance

1 April 2019-31 March 2020



3,280

Annual Practising Certificates
received and processed

APC Numbers across the years



2020



2019



2018



2017



2016

THERE HAS BEEN A 9% INCREASE OF APCS IN THE LAST 5 YEARS

We received

2

**NEW
NOTIFICATIONS**

2

Cases of Conduct

We granted

388

NEW REGISTRATIONS

202 MIT

16 MRIT

6 NMT

44 RT

55 SON

65 T-SCOPES

Of the new registrations:

169

OVERSEAS-TRAINED

219

NEW ZEALAND-TRAINED

The MRT Board

The Medical Radiation Technologists Board (the Board) is one of sixteen New Zealand health regulatory authorities appointed by the Minister of Health under the Health Practitioners Competence Assurance Act 2003 (the Act). The Board is responsible for the administration of the Act in respect of the profession of medical radiation technology (encompassing the practices of medical imaging and radiation therapy).

The Board provides practitioners with a framework for the delivery of safe medical imaging and radiation therapy services to the New Zealand public.

The environment the Board operates within helps to determine its strategic direction. The Board works within an ever-changing environment that is subject to a number of influences including economic, political, social and technological.

The Board's Role and Functions

The primary responsibility of the Board is to protect the health and safety of the New Zealand public by ensuring practitioners registered in the profession of medical imaging and radiation therapy are competent and fit to practise.

- The Board has a number of functions defined by section 118 of the Act:
 - Prescribe required qualifications for scopes of practice within the profession, and for that purpose, accredit and monitor educational institutions and programmes.
 - Authorise the registration of medical imaging and radiation therapy practitioners, and maintain registers.
 - Consider applications for annual practising certificates.
 - Review and promote the competence of medical imaging and radiation therapy practitioners.
 - Recognise, accredit, and set programmes to ensure ongoing competence of medical imaging and radiation therapy practitioners.
 - Receive and act on information from health practitioners, employers, and the Health and Disability Commissioner (HDC) about the competence of medical imaging and radiation therapy practitioners.
 - Notify employers, the ACC, the Director-General of Health, and the HDC when the practice of a medical imaging or radiation therapy practitioner may pose a risk of harm to the public.
 - Consider cases of medical imaging and radiation therapy practitioners who may be unable to perform the functions required for their relevant scope of practice.
 - Set the standards of clinical competence, cultural competence, and ethical conduct to be observed by the profession.
 - Liaise with other authorities appointed under the Act about matters of common interest.
 - Promote and facilitate interdisciplinary collaboration and cooperation in the delivery of health services.
 - Promote education and training in the profession.
 - Promote public awareness of the responsibilities of the Board.
 - Exercise and perform any other functions, powers and duties as conferred or imposed by or under the Act or any other enactment.

Board Members

Due to ongoing delays with the Ministerial appointments process, the Board's membership numbered eight (8) for the large part of the 2019-2020 business year (rather than the usual nine members).



Beryl Kelly

Medical Imaging Technologist
Chair

2011

2014;
2017

2020



Lizzie Macaulay

Medical Imaging Technologist
Deputy Chair

2016

2019



Anthony Bow

Lay Member

2017

2020



Peter Dooley

Magnetic Resonance Imaging
Technologist

2017

2020



**Dr Rosanne
Hawarden**

| Term commenced | Term renewed | Term due to be completed |
|-------------------|-----------------|-----------------------------|
| 2010 | 2013; 2016 | 2019 (June) |



Pru Burns
Nuclear Medicine Technologist

| | | |
|------|--|------|
| 2019 | | 2022 |
|------|--|------|



Susan Yorke
Lay Member

| | | |
|-------------|--|------|
| 2019 (June) | | 2022 |
|-------------|--|------|



Billie Mudie
Radiation Therapist

| | | |
|------|------|------|
| 2015 | 2019 | 2022 |
|------|------|------|



Louise Tarr
Sonographer

| | | |
|------|--|------|
| 2015 | | 2018 |
|------|--|------|

Board Meetings and Fees

| Position | Fee |
|--------------|----------------------------|
| Chairperson | \$32,000 annual honorarium |
| Board Member | \$680 day / \$85.00 hour |

| | 1 st May 2019 | 20 th Jun 2019 | 22 nd Aug 2019 | 23 rd - 24 th Oct 2019 | 10 th Dec 2019 | 19 th - 20 th Feb 2020 |
|---------------------|--------------------------|---------------------------|---------------------------|--|---------------------------|--|
| Beryl Kelly | ✓ | ✓ | ✓ | ✓ | Apologies | ✓ |
| Dr Rosanne Hawarden | Apologies | ✓ | Term ended | | | |
| Anthony Bow | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Pru Burns | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Billie Mudie | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Lizzie Macaulay | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Louise Tarr | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Peter Dooley | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Susan Yorke | Apologies | ✓ | ✓ | ✓ | ✓ | ✓ |

Board Committees

The Board has a number of standing committees with delegated authority to oversee many of the ongoing functions of the Board. Committee membership was as follows:

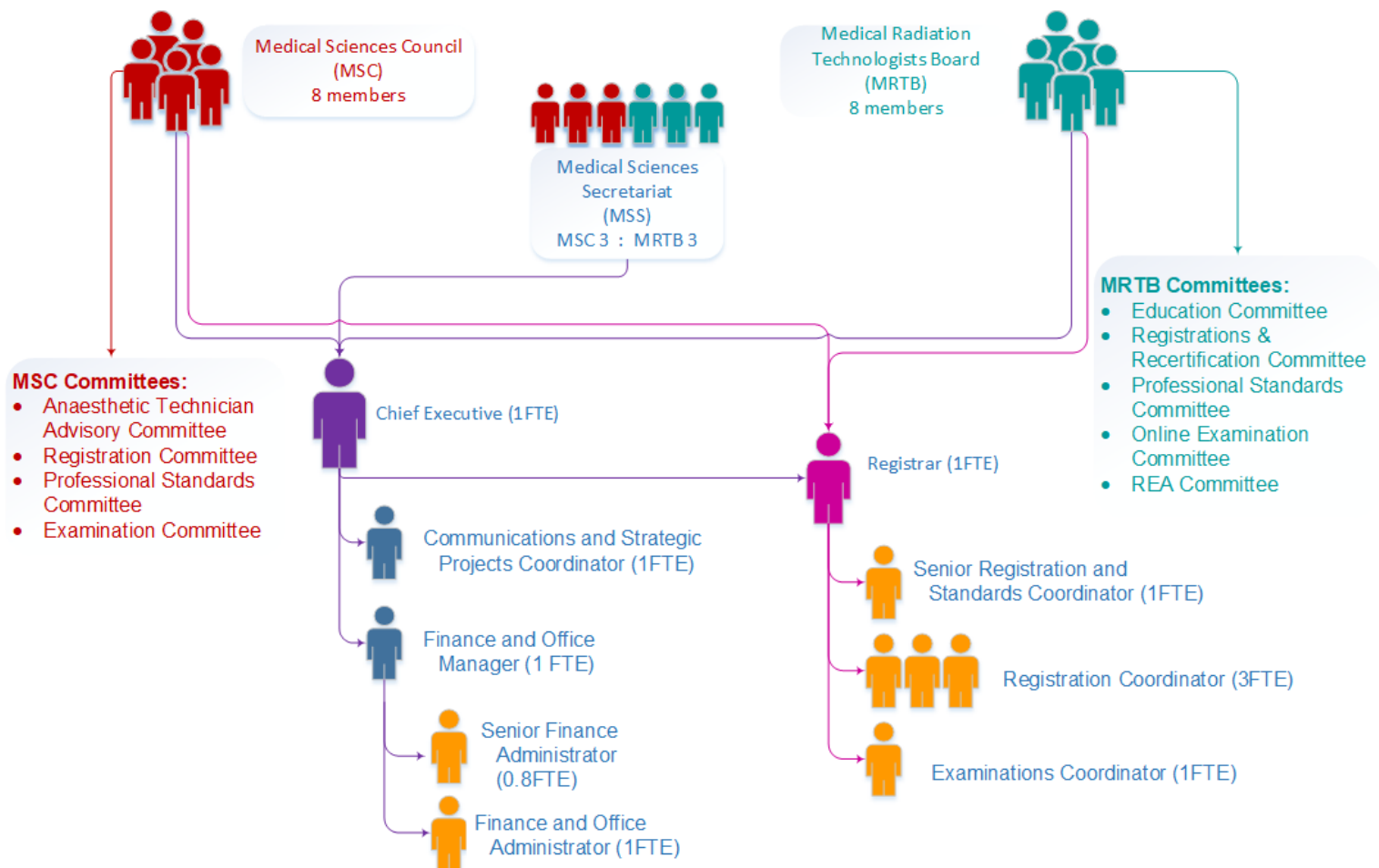
| Committee | Membership | |
|--|--|--|
| Registration Examination Assessment Committee | Peter Dooley Anthony Bow Pru Burns Susan Yorke | |
| Education Committee | Susan Yorke Louise Tarr Lizzie Macaulay | |
| Registrations and Recertification Committee | Lizzie Macaulay Beryl Kelly Peter Dooley Pru Burns Louise Tarr Billie Mudie | |
| Professional Standards | Billie Mudie Beryl Kelly Anthony Bow Louise Tarr | |
| Online Examinations Committee | Billie Mudie Beryl Kelly Prue Lamerton Jayne Lloyd | Jacob Cameron Megan Campbell Nick Connolly Shelley Park |

Secretariat

The Board works very closely with another health regulatory authority, the New Zealand Medical Sciences Council, with whom they set up a jointly-owned company, Medical Sciences Secretariat (MSS).

The shared secretariat arrangement with the Medical Sciences Council (the Council) enables the Board to achieve efficiencies in terms of costs and consistency in regulatory standards. While the Board and the Council are separate authorities with legal responsibilities for the statutory regulation of different groups of health professionals, their strategic priorities and key initiatives are often similar.

Sharing of their secretariat resources enables both authorities to jointly manage a number of key initiatives and subsequent annual business goals. Consequently the individual strategic planning documents for the Board and the Council share a number of similarities and common goals.



Secretariat Staff (as of 31 March 2020)

| | |
|--|--|
| Chief Executive | <p>Mary Doyle Manages the strategic functions and overall business of the Board and is responsible for the general management and statutory compliance of the organisation.</p> |
| Registrar | <p>Margaret Steel Has delegated authority from the Board to manage the overall regulatory functions under the HPCA Act. Manages procedures for complaints, fitness to practise and notifications. Overall management of the Registration / Recertification and Complaints team.</p> |
| Registrations/ Recertification Team | <p>Hayley Roud Varsha Parsotam Katherine Allen Complete and process tasks relating to registration and recertification such as applications for registration under all scopes, APC applications and annual renewal.</p> |
| Professional Standards | <p>Leanne Bartlett Supports the Registrar with managing the complaints and notifications processes, reporting and monitoring. Leanne also supports the Registrar with accreditation and monitoring of education providers.</p> |
| Online Examinations/ WBAs | <p>Swas Lal Completes and processes tasks relating to the online examinations and REAs.</p> |
| Finance Team | <p>Pam Sceats Financial Manager - manages the finance team and provides overall financial management.</p> <p>Rafah Abbas Senior Finance Administer - supports the Finance Manager, payroll and office administrative support.</p> <p>Louise Hurst Provides finance and office administrative support.</p> |
| Communications and Strategic Projects | <p>Miriam Brown Manages the Board's ongoing communication strategies, including publications, website, consultations and online initiatives.</p> |

Strategic Priorities and Goals

The Board's Strategic Directions 2019 -2024 document provides the foundational framework of our work over the next five years. It identifies areas of particular focus, and provides a benchmark against which we can measure our progress in achieving our strategic priorities. The document is a critical planning tool setting a foundation upon which the Board fulfils its responsibilities under the Act in respect of the profession of medical imaging and radiation technology. The document can be downloaded from the website at www.mrtboard.org.nz.

Overarching Strategic Priority

The overriding focus of the Board's work is the health and safety of the public. The Board is not responsible for protecting the interests of medical imaging and radiation therapy practitioners. That said, the Board does have a responsibility for ensuring it undertakes its legislative functions consistently, fairly, and proportionately. The Board's intention is to achieve the best outcomes for the public through appropriate and sustainable regulation.

To protect the health and safety of the public through the implementation of mechanisms that ensure medical imaging and radiation therapy practitioners are competent and fit to practise.

| Strategic Priority | Strategic Goal |
|-----------------------------------|--|
| <i>STANDARDS</i> | Appropriate and sustainable standards of clinical competence, cultural competence, and ethical conduct for the protection of public health and safety |
| <i>PRACTITIONER COMPETENCE</i> | Our regulatory frameworks support a competent and flexible workforce both in the short and long term |
| <i>ACCOUNTABILITY</i> | Strengthen our engagement with stakeholders and their confidence in the work of the Board |
| <i>ORGANISATIONAL PERFORMANCE</i> | There are strong governance and organisational structures and robust practices in place to support the Board in achieving our legislative functions and responsibilities |

Objectives and Outcomes

STANDARDS

Strategic Objectives

1. Competence and ethical conduct standards continue to be current and relevant.
 2. Medical imaging and radiation therapy practitioners are cognisant of the purpose and content of the Board's competence and ethical conduct standards and comply with these.
 3. Relevant stakeholders (employers, educators, professional bodies) are cognisant of the purpose and content of the Board's competence and ethical conduct standards.
-

2019/2020 Outcomes

- In 2019, following an intensive development programme over the previous 2 years, the Board offered an inaugural set of online examinations for the Medical Imaging Technologist and Radiation Therapist scopes of practice. These examinations offer a registration pathway for overseas-trained practitioners who do not hold a qualification that is assessed as being substantially equivalent. A small number of overseas applicants took up the opportunity to sit an online exam in 2019-2020.
 - Work continued with the development of online examinations for the other three defined scopes of practice – that is, Nuclear Medicine Technologist, Sonographer, and Magnetic Resonance Imaging Technologist.
 - The Board would like to acknowledge the contributions from members of the medical imaging and radiation therapy profession who have been instrumental in helping to build “banks” of examination questions which are aligned to the competencies required of applicants within the relevant scopes of practice. Also invaluable has been the advice from members of the Board's Online Examinations Committee who took responsibility for assessing the reliability and validity of questions submitted by question writers.
 - A revised process for the assessment of overseas qualifications against the competencies defined for each of the scopes of practice was introduced in 2019.
 - Standards for the accreditation and monitoring of prescribed qualifications provided through New Zealand education institutions were revised in 2019. A consultation process was undertaken with New Zealand education providers and a final version of the standards was subsequently adopted by the Board.
-

PRACTITIONER COMPETENCE

Strategic Objectives

1. The Board's recertification standards are appropriate, relevant and proportionate to support practitioners with achieving lifelong competence.
2. There are appropriate and sustainable processes in place to support the Board's recertification strategies.

2019/2020 Outcomes

- In late 2019 the Board commenced a review of the supervision framework associated with the registration and recertification of medical imaging and radiation therapy practitioners. The review is expected to be of an 18-24 month duration. By the end of the 2019-2020 business year, a comprehensive literature review, looking at both New Zealand and international models of professional and clinical supervision, had been completed. A survey of New Zealand practitioners with experience of supervisory or supervisee roles within medical imaging and radiation therapy practice was also in progress.
- A review of the register of medical imaging and radiation therapy practitioners was commenced in 2019 and it is expected this will be completed later in 2020.

ACCOUNTABILITY

Strategic Objectives

1. The public understands the role and responsibilities of the Board.
2. Medical imaging and radiation therapy practitioners understand the role of the Board in regulating their profession.
3. Other stakeholders understand the role of the Board.

2019/2020 Outcomes

- Board presentations at a number of professional conferences and other industry forums during 2019-2020 provided opportunities to engage with practitioners and other key stakeholder groups.
- The Board continues to liaise with its Australian counterpart, the Medical Radiation Practice Board of Australia.
- A proposed name change for the Medical Radiation Technologists Board was acknowledged in principle by the Minister of Health in 2018.
- The current title is inaccurate in terms of the health practices the Board is responsible for regulating. Medical radiation technology is an outdated term that is not used widely in contemporary health services. Rather, medical imaging and radiation therapy are more common and widely understood terminologies used to describe these health practices, both within New Zealand and international contexts.
- Incorporating both medical imaging and radiation therapy into the authority's title recognises that the competencies required of practitioners extend beyond the use of ionising radiation.
- From an administrative perspective the term 'Council' would be of significant benefit especially as we share a single secretariat (Medical Sciences Secretariat) with one of the other authorities, the Medical Sciences Council of New Zealand.
- It is therefore proposed that the Board's title is changed to The Medical Imaging and Radiation Therapy Sciences Council of New Zealand.
- Execution of the change will need to go through the Statutes Amendment Bill. There was no Bill in 2019 and it is unclear at this point in time as to when the next Statutes Amendment Bill process will commence.

ORGANISATIONAL PERFORMANCE

Strategic Objectives

1. The Board's governance model is enabling, effective, and efficient.
2. Policies and processes are current, relevant, and effective.
3. Organisational systems support the efficient and effective delivery of our legislative functions.
4. The Board has the necessary capabilities to deliver our strategic priorities.
5. There is a robust framework for measuring the Board's performance.

2019/2020 Outcomes

- The Board has a well-established schedule for the review of core organisational documents including policies, operational manuals, and informational materials. This is based on a 2-year review cycle.
- A cyber resilience assessment was undertaken in respect of the IT infrastructure which is jointly owned by the Board and the Medical Sciences Council. A number of quality improvements were identified and a joint Board - Council cyber resilience plan is being managed through the secretariat on behalf of the two authorities.
- With the emerging situation in respect of the COVID-19 pandemic, a review of a joint Board - Council business continuity plan was completed. The plan assisted with making sure the secretariat was well prepared for the advent of the level 4 lockdown. Moving the staff team to working from home in late March was achieved with minimal disruption due to this preparedness.
- Secretariat staff have worked with colleagues from the health regulation sector and the Ministry of Health to draft a set of performance standards for responsible authorities. The 2019 amendment to the Act requires responsible authorities to undergo a performance assessment every 5 years. Assessments will be carried out by independent reviewers.
- The Board has instituted a quality improvement programme based on measuring performance against its core functions and responsibilities as set out in section 118 of the Act.

Registrations & Practising Certificates

A primary function of the Board is the registration of practitioners. In meeting its role to protect public safety, the Board has developed mechanisms to ensure registered practitioners meet required standards for safe and competent practice.

Medical radiation technology is a patient centered profession that encompasses the practices of medical imaging and radiation therapy. Medical imaging practitioners use different technologies to create images of the human body for diagnosis and the staging and management of disease. Radiation therapy practitioners use technology to create and evaluate images and data related to the localisation, planning and delivery of radiation treatments.

The Board has defined eight scopes of practice for registration in the profession of medical radiation technology (medical imaging and radiation therapy):

- Medical Imaging Technologist
- Radiation Therapist
- Nuclear Medicine Technologist
- Magnetic Resonance Imaging Technologist
- Sonographer
- Trainee Nuclear Medicine Technologist
- Trainee Magnetic Resonance Imaging Technologist
- Trainee Sonographer

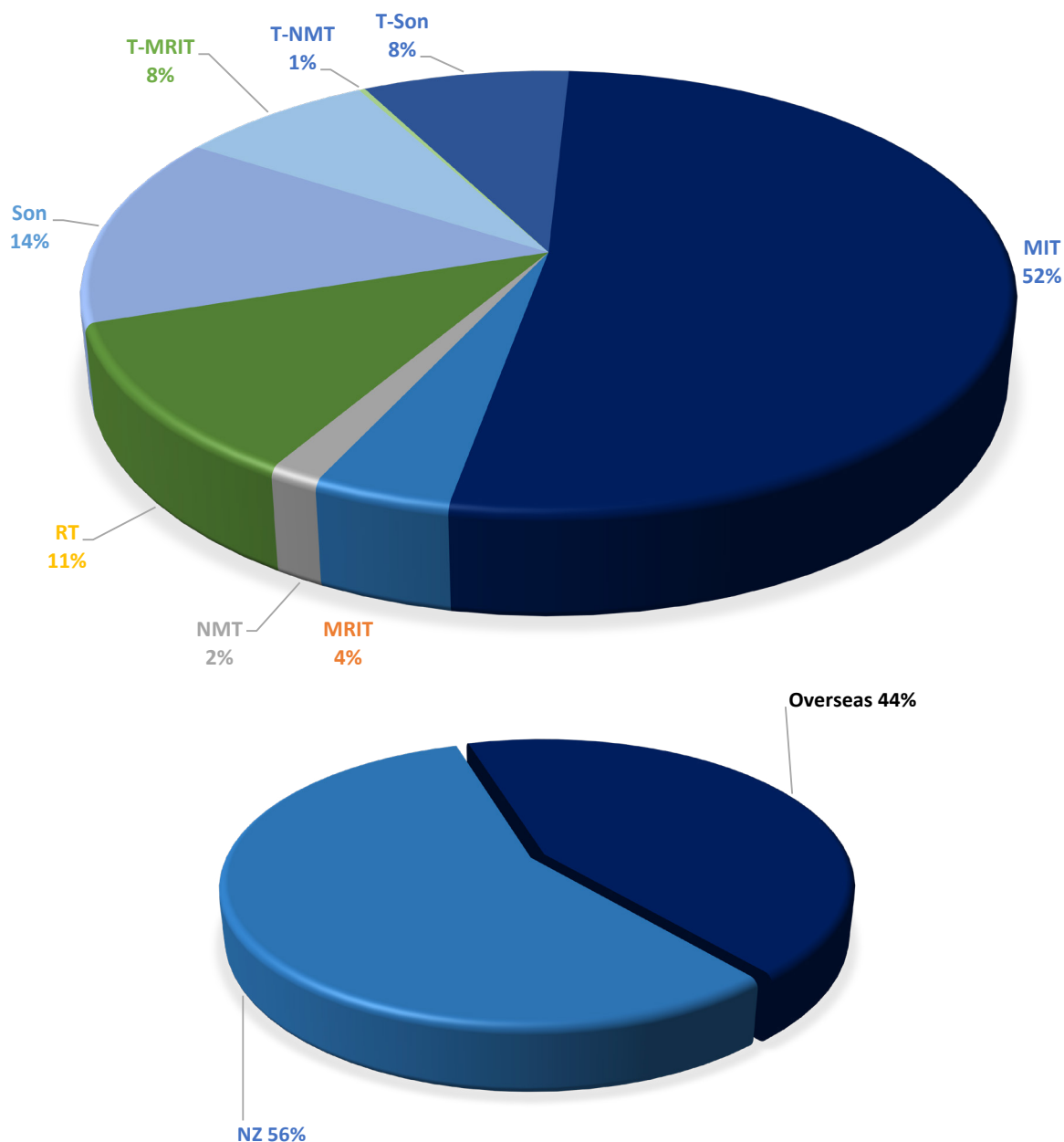
Registration Statistics

Between 1 April 2019 and 31 March 2020 the Board received **504** applications from persons seeking registration in one of the eight scopes of practice. **388** (77%) of these applications were approved and **26** (5%) declined due to the applicants not meeting the entry level registration requirements.

Of the remaining applications, **13** (2%) applicants were offered an opportunity to sit a Registration Examination Assessment (REA) and **4** (1%) were offered an opportunity to sit an Online Registration Examination as an alternative pathway to gaining registration. As at 31 March 2020 **66** (13%) applications were still being processed and the remaining **7** (1%) applicants withdrew their application for registration.

| Scope of Practice | Approved | Declined | Offered REA | Offered Online Exam | In Progress | Withdrawn | TOTAL |
|-------------------|------------|-----------|-------------|---------------------|-------------|-----------|------------|
| MIT | 202 | 10 | 6 | 4 | 30 | 1 | 253 |
| MRIT | 16 | 7 | 3 | - | 4 | 1 | 31 |
| NMT | 6 | - | 2 | - | 1 | - | 9 |
| RT | 44 | 1 | - | - | 6 | - | 51 |
| Son | 55 | 7 | 2 | - | 15 | 4 | 83 |
| T-MRIT | 31 | 1 | - | - | 4 | 1 | 37 |
| T-NMT | 1 | - | - | - | 1 | - | 2 |
| T-Son | 33 | - | - | - | 5 | - | 38 |
| TOTAL | 388 | 26 | 13 | 4 | 66 | 7 | 504 |

Approved Registrations for 2019/2020



For the 2019/2020 year, New Zealand-trained registration applications exceeded overseas-trained applications by **30%**.

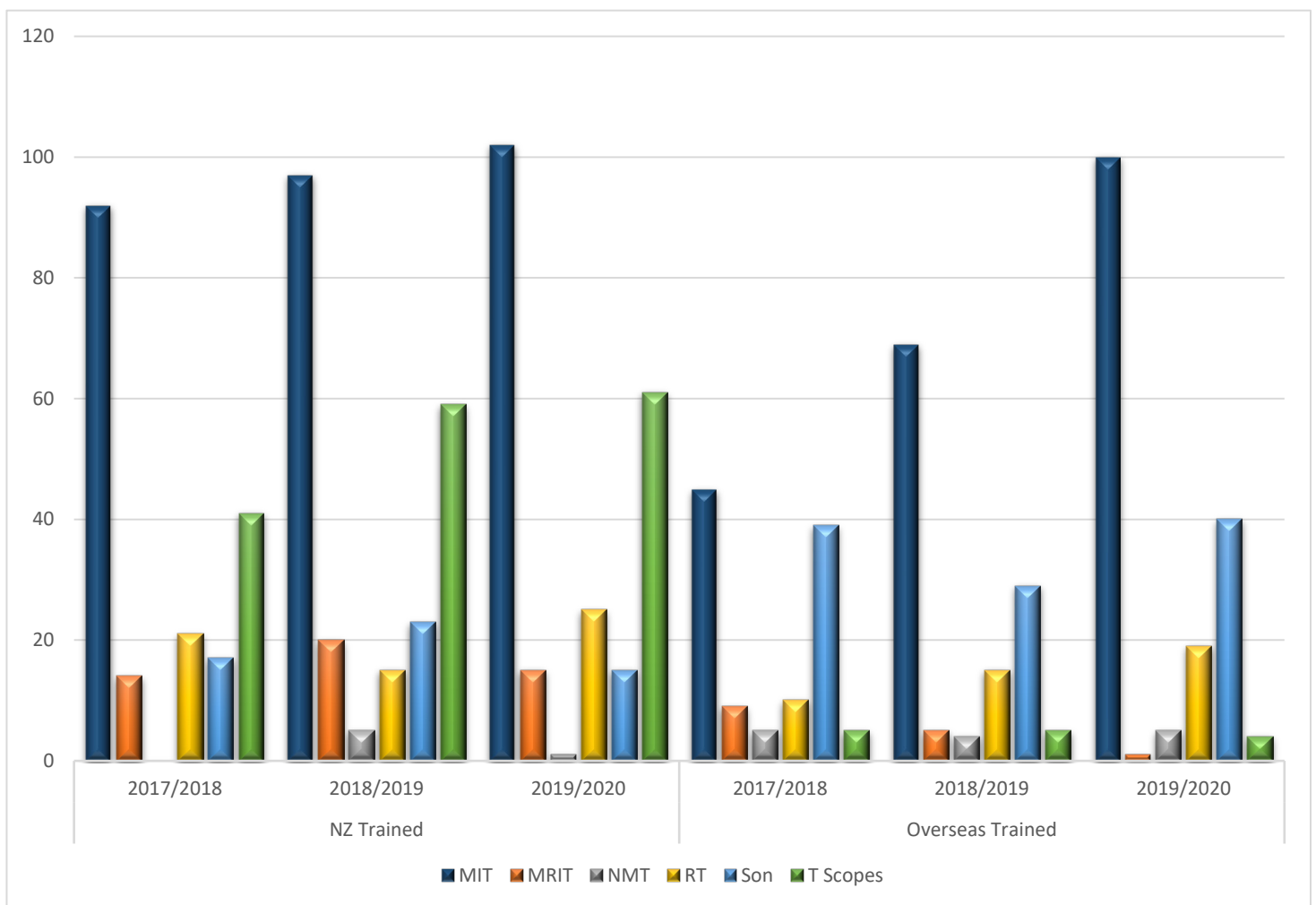
Of note:

- The number of overseas-trained sonographer applications was greater than New Zealand-trained sonographer applications in 2018/2019 and the 2019/2020 year.
- Significantly more New Zealand trained magnetic resonance imaging technologists than overseas in the 2019/2020 year.
- The number of New Zealand trained and overseas-trained medical imaging technologists were the same in the 2019/2020 year.

Approved Registrations by Country-Trained

| Country | MIT | MRIT | NMT | RT | Son | T-MRIT | T-NMT | T-Son | TOTAL |
|--------------|------------|-----------|----------|-----------|-----------|-----------|----------|-----------|------------|
| Australia | 10 | - | 1 | 2 | 11 | - | - | - | 24 |
| UK | 25 | - | - | 12 | 7 | 1 | - | - | 45 |
| USA | 1 | - | 1 | - | 3 | - | - | - | 5 |
| South Africa | 43 | 1 | 2 | 1 | 9 | 2 | - | 1 | 59 |
| NZ | 102 | 15 | 1 | 25 | 15 | 28 | 1 | 32 | 219 |
| Canada | 1 | - | - | - | 7 | - | - | - | 8 |
| Argentina | 1 | - | - | - | - | - | - | - | 1 |
| Belgium | 1 | - | - | - | - | - | - | - | 1 |
| Fiji | 1 | - | - | - | - | - | - | - | 1 |
| Hungary | 2 | - | - | - | - | - | - | - | 2 |
| India | 1 | - | 1 | - | 1 | - | - | - | 3 |
| Ireland | 10 | - | - | 2 | 1 | - | - | - | 13 |
| Italy | 1 | - | - | - | - | - | - | - | 1 |
| Philippines | 1 | - | - | - | - | - | - | - | 1 |
| Portugal | 1 | - | - | - | - | - | - | - | 1 |
| Singapore | 1 | - | - | - | - | - | - | - | 1 |
| Hong Kong | - | - | - | 2 | - | - | - | - | 2 |
| Iran | - | - | - | - | 1 | - | - | - | 1 |
| TOTAL | 202 | 16 | 6 | 44 | 55 | 31 | 1 | 33 | 388 |

Approved Registrations by Scope for Previous Three Years



Declined Registrations by Country-Trained

Declined Applications

| Country | 2018/2019 | 2019/2020 |
|--------------|-----------|-----------|
| Italy | 1 | 1 |
| Canada | - | 1 |
| Fiji | - | 1 |
| New Zealand | - | 1 |
| India | 1 | 4 |
| Sudan | 1 | - |
| Malaysia | 1 | 1 |
| Nigeria | 3 | - |
| Pakistan | 1 | 1 |
| Philippines | 3 | 5 |
| South Africa | 5 | 5 |
| UK | 5 | 4 |
| USA | 5 | 2 |
| TOTAL | 26 | 26 |

Offered a REA as an Alternative Pathway to Registration

| Country | 2018/2019 | 2019/2020 |
|--------------|-----------|-----------|
| Australia | 1 | 1 |
| Italy | 1 | - |
| Austria | - | 2 |
| Fiji | 2 | 1 |
| India | 6 | 3 |
| Nigeria | - | 1 |
| Philippines | 5 | 1 |
| South Africa | 9 | 2 |
| UK | 1 | 1 |
| USA | 5 | - |
| Zimbabwe | 2 | - |
| Germany | 1 | - |
| Iran | 1 | - |
| Namibia | 1 | - |
| Sri Lanka | 1 | - |
| Uganda | 1 | - |
| TOTAL | 37 | 12 |

Registration Examination Assessments

The Board recognises that while some overseas-trained applicants may not have a qualification deemed as equivalent to the New Zealand prescribed qualification, they do have significant clinical experience in the relevant scope of practice in an overseas setting. A registration examination assessment (REA) may be offered to these applicants as a means of gaining New Zealand registration. The REA allows practitioners to work under supervision at a clinical site approved by the Board for a period of 3 months to allow them time to become familiar with the protocols procedures and equipment of the particular clinical department. Following this familiarisation period the practitioner will undergo a 1-day examination assessment.

In October 2019, the Board introduced an Online Registration Examination as a pathway to registration for medical imaging technologists and radiation therapists. The Board permitted those practitioners who had already been offered a REA to choose between either a REA or to sit an Online Registration Examination during the transition period. It is the Board's intention to transition all REAs to Online Registrations Examinations as a pathway to registration.

| | MIT | MRIT | NMT | RT | Son | TOTAL |
|-------------|-----|------|-----|----|-----|-------|
| REA Offered | 7 | 2 | 2 | - | 2 | 13 |
| REA Sat | 7 | 1 | 2 | - | 3 | 13 |
| REA Passed | 5 | 1 | 2 | - | 3 | 11 |

| | MIT | RT | TOTAL |
|---------------------|-----|----|-------|
| Online Exam Offered | 16 | - | 16 |
| Online Exam Sat | 5 | - | 5 |
| Online Exam Re-sit | 1 | - | 1 |
| Online Exam Passed | 1 | - | 1 |

In 2019-2020 **13** applicants took up the offer to sit a REA. The eleven applicants (**85%**) who passed were subsequently granted New Zealand registration. Of the sixteen applicants offered an Online Registration Examination, 5 applicants sat the exam and 1 applicant passed after one re-sit.

Although a REA may be offered as a pathway to registration, an applicant may choose to not act on that offer. It is of note a REA can be sat up to 12 months after being offered. Therefore REA's sat in 2019-2020 were not necessarily offered during the same period.

Annual Practising Certificates

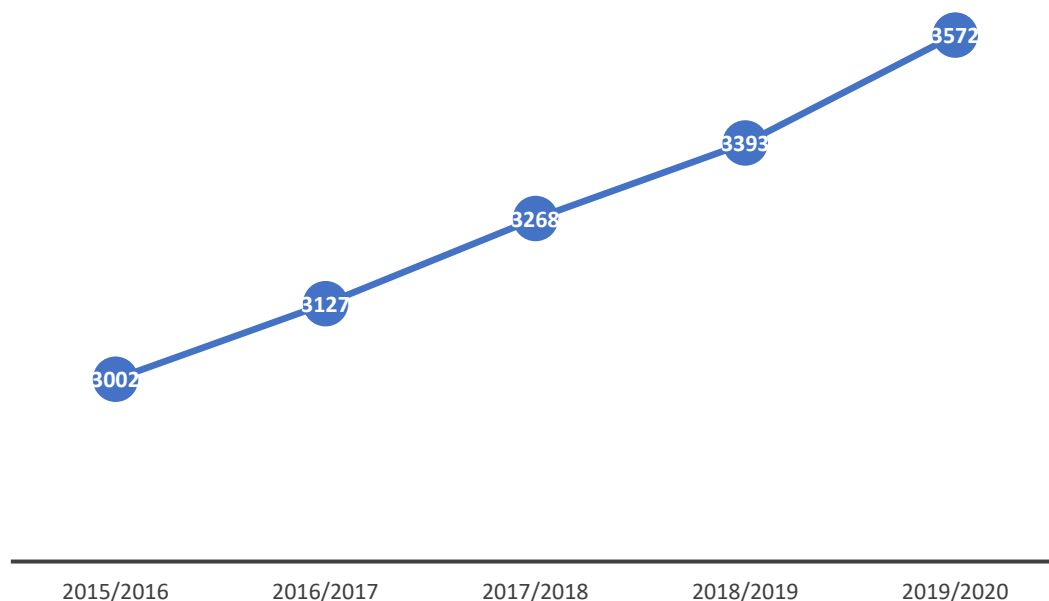
All practitioners working in New Zealand must hold a current practising certificate (APC), which is renewed annually. To obtain an APC, practitioners must assure the Board they have maintained competence and are fit to practise.

In 2019-2020 the Board issued a total of **3280** annual practising certificates:

- **202** (6%) practitioners were issued an annual practising certificate with a condition
- **292** (9%) practitioners held an APC in more than one scope.

| | MIT | MRIT | NMT | RT | Son | T-MRIT | T-NMT | T-Son | TOTAL |
|-----------------------|------|------|-----|-----|-----|--------|-------|-------|--------------|
| APC holders | 1997 | 288 | 68 | 448 | 624 | 53 | 10 | 84 | 3572* |
| APC's with conditions | 66 | 3 | 25 | 16 | 83 | - | - | 9 | 202 |

* This total differs from the number of APC's issued as 292 practitioners hold a single APC in multiple scopes of practice.



When an annual practising certificate is issued, the Board is declaring to the New Zealand public that the practitioner is competent and fit to practise.

Conditions on Practice

Medical Imaging Technologist

- Must practise within CT only 4
- Must practise within mammography only 41
- Must practise under a Board approved supervisor when practising within lithotripsy 4
- Must practise under supervision for a specified amount of time 4
- Holding a non-clinical APC 10
- Able to practise breast ultrasound 3

Total 66

Magnetic Resonance Imaging Technologist

- Holding a non-clinical APC 2
- When working in lithotripsy, must practice under the supervision of a urologist who is a holder of a current national radiation laboratory licence. 1

Total 3

Nuclear Medicine Technologist

- Able to perform diagnostic CT independently, including on a hybrid SPECT/PET CT scanner 18
- Must practise within PET only 1
- May operate diagnostic CT on a hybrid PET or SPECT/CT with supervision 4
- May perform diagnostic CT independently on a standalone camera or on a hybrid PET/SPECT 2

Total 25

Radiation Therapist

- May practise within mammography 2
- Must practise within mammography only 1
- Must practise within treatment only 3
- Must practise in CT Simulation and treatment only 7
- Holding a non-clinical APC 2
- Must practise in CT Simulation and treatment only, excluding dosimetry 1

Total **16**

Sonographer

- Must practise under supervision 7
- Must practise within cardiac ultrasound only 51
- Must practise within obstetrics ultrasound only 1
- Must practise within obstetrics and gynaecology ultrasound only 1
- Must practise within vascular ultrasound only 16
- Must not practise in obstetrics ultrasound 2
- Must practise within paediatric cardiac ultrasound only 3
- Must contact the Board for conditions regarding practice 1
- May take X-rays under supervision 1

Total **83**

Trainee Sonographer

- Must practise within cardiac ultrasound only 6
- Must practise within vascular ultrasound only 3

Total **9**

Education & Continuing Professional Development

The Board accredits five New Zealand education providers who offer qualifications prescribed by the Board for the purpose of registration in the profession of medical imaging and radiation therapy.

Each accredited education provider is subject to an ongoing monitoring process to ensure qualification programmes produce graduates capable of meeting the entry-level competence standards for the practice of medical imaging and radiation therapy.

| Education Provider | Qualification Programme | Scope of Practice |
|---|---|---|
| ARA Institute of Canterbury | Bachelor of Medical Imaging | Medical Imaging Technologist |
| UNITEC Institute of Technology | Bachelor of Health Science (Medical Imaging) | Medical Imaging Technologist |
| Universal College of Learning (UCOL) | Bachelor of Applied Science (Medical Imaging Technology) | Medical Imaging Technologist |
| University of Otago | Bachelor of Radiation Therapy | Radiation Therapist |
| University of Auckland | Postgraduate Diploma in Health Sciences in Magnetic Resonance Imaging | Magnetic Resonance Imaging Technologist |
| | Postgraduate Diploma in Health Sciences Nuclear Medicine | Nuclear Medicine Technologist |
| | Postgraduate Diploma in Health Sciences in Ultrasound | Sonographer |

Practitioner Competence Audit

The Board's recertification programme is established under section 41 of the Health Practitioners Competence Assurance Act 2003 (the Act).

Recertification includes a number of mechanisms to monitor the ongoing competence of all practising medical imaging and radiation therapy practitioners. Continuing professional development (CPD) is a critical feature of the Board's recertification programme.

The 2017 audit was the last audit to be undertaken against the Board's previous CPD standards. From 2018 practitioners' CPD was audited against a revised set of standards. 20% of practitioners in each of the gazetted scopes of practice are subjected to an annual audit of their CPD.

The following results for the five-year period from 2015 to 2019 demonstrates practitioners are actively engaging in ongoing learning and professional development, with the majority of audited practitioners meeting the Board's ongoing competence requirements.

| | 2015 | | 2016 | | 2017 | | 2018 | | 2019 | |
|------------------|------|-----|------|-------|------|-----|------|-----|------|-----|
| Called for audit | 270 | | 291 | | 303 | | 552 | | 615 | |
| Audited | 238 | 88% | 270 | 93% | 276 | 91% | 500 | 91% | 544 | 89% |
| Passed | 236 | 99% | 269 | 99.6% | 274 | 99% | 498 | 99% | 532 | 98% |
| Unsuccessful | 2 | 1% | 1 | <1% | 2 | 1% | 2 | <1% | 12 | 2% |

Fitness to Practise, Professional Conduct & Competence

The Board is responsible for monitoring medical imaging and radiation therapy practitioners to ensure they meet and maintain practice standards in order to protect the health and safety of the New Zealand public.

Practitioners are asked to make a number of declarations in respect of their competence and fitness to practise when applying for registration and each year they apply for a practising certificate.

The Board received two notifications during 2019/2020.

Fitness to Practise

Any health practitioner registered with the Board who, because of a mental or physical condition cannot make safe judgments, demonstrate acceptable levels of competence, or behave appropriately in accordance with ethical, legal and practice guidelines, can expect to be the subject of an investigation by the Board.

In 2019-2020 the Board received no fitness to practise-related notifications.

Professional Conduct

The Health Practitioners Competence Assurance Act 2003 enables the Board to appoint a professional conduct committee (PCC) to investigate a complaint alleging that the practice or conduct of a health practitioner registered with the Board may pose a risk of harm or serious harm to the public.

During the 2019/2020 year the Board received two professional conduct notifications:

- One in relation to inappropriate behaviour. This practitioner subsequently faced a charge through the Health Practitioners Disciplinary Tribunal (HPDT).
- One in relation to professional misconduct which was referred to a PCC.

There was also one ongoing fitness to practice notification which was initially reported in the 2018/2019 year.

Notifications Received

The Board received the following number of notifications during the 2019-2020 year across the medical imaging and radiation therapy scopes of practice.

| | Number | | Outcome | | | | |
|-------|--------|----------|-----------------|-----------------|------------------|---------|----------|
| | New | Existing | Referred to HDC | Referred to PCC | Referred to HPDT | Ongoing | Resolved |
| MIT | 1 | - | - | 1 | 1 | 1 | - |
| MRIT | - | - | - | - | - | - | - |
| NMT | - | - | - | - | - | - | - |
| RT | - | - | - | - | - | - | - |
| Son | 1 | 1 | 1 | 1 | - | 1 | - |
| TOTAL | 2 | 1 | 1 | 2 | 1 | 2 | |

Competence

One of the Board's functions is to act on information received from the public, health practitioners, employers and the Health and Disability Commissioner relating to the competence of health practitioners.

Competence reviews focus on supporting a practitioner through appropriate training, education and safeguards to assist with improving their standards of practice. Competence reviews undertaken by the Board are based on principles of natural justice, support and education.

During 2019-2020, the Board received no competence-related notifications.

Financial Report

1 April 2019 - 31 March 2020

NEW ZEALAND MEDICAL RADIATION TECHNOLOGISTS BOARD

ENTITY INFORMATION

"Who are we?", "Why do we exist?"

For the Year ended 31 March 2020

| | |
|---|---|
| <i>Legal Name:</i> | Medical Radiation Technologists Board (MRTB) |
| <i>Entity Type:</i> | Body Corporate and Registered Charity |
| <i>Charities Registration Number:</i> | CC35408 |
| <i>Founding Documents:</i> | Established by the Health Practitioners Competence Assurance Act 2003 (HPCA Act) and is an Authority under the Act |
| <i>Entity's Purpose or Mission:</i> | To protect the health and safety of members of the public by providing mechanisms to ensure that medical imaging and radiation therapy practitioners are competent and fit to practise. |
| <i>Entity Structure:</i> | An eight member governance board comprising of: Beryl Kelly Anthony Bow Peter Dooley Billie Mudie Pru Burns Susan Yorke Louise Tarr Elizabeth Macaulay Roseanne Hawarden (resigned 20/06/2019) |
| <i>Main source of the entity's cash and resources:</i> | Practitioners and applicants for registration |
| <i>Main method used by entity to raise funds:</i> | Fees and Levies (refer to section 130 and 131 of the HPCA Act) |
| <i>Entity's reliance on volunteers and donated goods or services:</i> | No reliance is placed on volunteers or donated goods or services |
| <i>Physical Address:</i> | Level 3 - Panama House, 22 Panama Street, Wellington |
| <i>Postal Address:</i> | PO Box 11-905, Wellington 6142 |
| <i>Phone:</i> | +64 4 801 6250 |
| <i>Email:</i> | mrt@medsci.co.nz |
| <i>Website:</i> | www.mrtboard.org.nz |

INDEPENDENT AUDITOR'S REPORT

To the Readers of Medical Radiation Technologists Board's Performance Report for the Year Ended 31 March 2020

The Auditor-General is the auditor of Medical Radiation Technologists Board. The Auditor-General has appointed me, Chrissie Murray, using the staff and resources of Baker Tilly Staples Rodway Audit Limited, to carry out the audit of the performance report of the Medical Radiation Technologists Board on his behalf.

Opinion

We have audited the performance report of the Medical Radiation Technologists Board that comprises the statement of financial position as at 31 March 2020, the statement of financial performance, the statement of financial position, the statement of movements in equity and statement of cash flows for the year ended on that date and the notes to the performance report that include accounting policies and other explanatory information.

In our opinion the performance report of the Medical Radiation Technologists Board:

- presents fairly, in all material respects:
 - the entity information,
 - its financial position as at 31 March 2020; and
 - its financial performance and cash flows for the year then ended; and
- complies with generally accepted accounting practice in New Zealand and have been prepared in accordance with the Public Sector Entity Simple Format Reporting – Accrual (Public Sector) standard.

Our audit was completed on 14 October 2020. This is the date at which our opinion is expressed.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Medical Radiation Technologists Board and our responsibilities relating to the performance report and we explain our independence.

Basis of opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the Auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

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

Emphasis of Matter – COVID-19

Without modifying our opinion, we draw attention to the disclosures about the impact of COVID-19 on the Council as set out in note 8 on page 9.

Responsibilities of the Board for the performance report

The Board is responsible for preparing performance report that is fairly presented and that complies with generally accepted accounting practice in New Zealand.

The Board is responsible for such internal control as it determines is necessary to enable the preparation of performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Board is responsible for assessing the Medical Radiation Technologists Board's ability to continue as a going concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to liquidate the Medical Radiation Technologists Board or to cease operations, or there is no realistic alternative but to do so.

The Board's responsibilities arise from the Health Practitioners Competence Assurance Act 2003.

Responsibilities of the auditor for the audit of the performance report

Our objectives are to obtain reasonable assurance about whether the performance report, as a whole, is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of this performance report.

We did not evaluate the security and controls over the electronic publication of the performance report.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the governing body.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the governing body and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Medical Radiation Technologists Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our

opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Medical Radiation Technologists Board to cease to continue as a going concern.

- We evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.

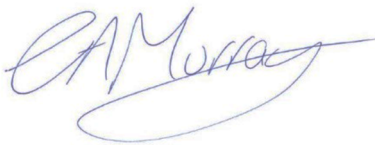
We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibility arises from the Public Audit Act 2001 and section 134(1) of the Health Practitioners Competence Assurance Act 2003.

Independence

We are independent of the Medical Radiation Technologists Board in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1(Revised): *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with, or interests in, the Medical Radiation Technologists Board.



Chrissie Murray
Baker Tilly Staples Rodway Audit Limited

On behalf of the Auditor-General
Wellington, New Zealand

NEW ZEALAND MEDICAL RADIATION TECHNOLOGISTS BOARD

STATEMENT OF FINANCIAL PERFORMANCE

"How was it funded?" and "What did it cost?"

For the Year ended 31 March 2020

| | Note | Actual This Year \$ | Actual Last Year \$ |
|--|------|---------------------------|---------------------------|
| Revenue | | | |
| Fees, subscriptions and other revenue from practitioners | 1 | 1,499,957 | 1,265,091 |
| Interest, dividends and other investment revenue | | 40,497 | 35,944 |
| Other revenue | | 4,291 | 20,293 |
| Total Revenue | | 1,544,745 | 1,321,328 |
| Expenses | | | |
| Employee related costs | 2 | 484,307 | 447,585 |
| Costs related to providing good or services | 2 | 742,879 | 763,754 |
| Other expenses | 2 | 65,323 | 36,529 |
| Total Expenses | | 1,292,509 | 1,247,868 |
| Surplus/(Deficit) For The Year | | 252,236 | 73,460 |

NEW ZEALAND MEDICAL RADIATION TECHNOLOGISTS BOARD

SUMMARY STATEMENT OF CASHFLOWS

"How the entity has received and used cash"

For the Year ended 31 March 2020

| | Actual this Year \$ | Actual Last Year \$ |
|---|---------------------------|------------------------|
| Cash Flows from Operating Activities | | |
| <i>Cash was received from:</i> | | |
| Fees, subscriptions and other receipts from practitioners | 1,571,261 | 1,238,480 |
| Interest, dividends and other investment receipts | 40,497 | 35,944 |
| Receipts from operating activity | 4,291 | - |
| Cash was applied to: | | |
| Payments to suppliers and employees | (1,208,807) | (1,099,766) |
| Net Cash Flows From Operating Activities | 407,242 | 174,658 |
| Cash flows from Investing and Financing Activities | | |
| Cash was received from: | | |
| Term Deposits | 350,000 | - |
| Cash was applied to: | | |
| Term Deposits | | |
| Net Cash Flows from Investing and Financing Activities | 350,000 | - |
| Net Increase / (Decrease) in Cash | 757,242 | 174,658 |
| Opening Cash | 546,902 | 372,244 |
| Closing Cash | 1,304,144 | 546,902 |
| This is represented by: | | |
| Bank Accounts and Cash | 1,304,144 | 546,902 |

NEW ZEALAND MEDICAL RADIATION TECHNOLOGISTS BOARD

STATEMENT OF FINANCIAL POSITION

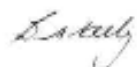
"What the entity owns?" and "What the entity owes?"

For the Year ended 31 March 2020

| | Note | Actual This Year | Actual Last Year |
|---|------|------------------|------------------|
| Assets | | \$ | \$ |
| Current Assets | | | |
| Bank accounts and cash | 3 | 1,304,144 | 546,902 |
| Debtors and prepayments | 3 | 22,647 | 5,780 |
| Term Deposits | | 1,250,000 | 1,600,000 |
| Total Current Assets | | 2,576,791 | 2,152,682 |
| Non-Current Assets | | | |
| Investments | 3 | 50 | 50 |
| Total Non-Current Assets | | 50 | 50 |
| Total Assets | | 2,576,841 | 2,152,732 |
| Liabilities | | | |
| Current Liabilities | | | |
| Creditors and accrued expenses | 3 | 259,035 | 218,718 |
| Income in Advance | 3 | 1,201,606 | 1,130,302 |
| Provision for onerous lease | 3 | 32,999 | 20,506 |
| Total Current Liabilities | | 1,493,640 | 1,369,526 |
| Non-Current Liabilities | | | |
| Provision for onerous lease | 3 | 129,782 | 82,023 |
| Total Non-Current Liabilities | | 129,782 | 82,023 |
| Total Liabilities | | 1,623,422 | 1,451,549 |
| Total Assets less Total (Net Assets) | | 953,419 | 701,183 |
| Accumulated Funds | | | |
| Accumulated surpluses or (deficits) | | 953,419 | 701,183 |
| Total Accumulated Funds | | 953,419 | 701,183 |

For and on behalf of the Board;

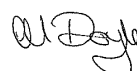
Chairperson:



Beryl Kelly

Date: 13 October 2020

Chief Executive:



Mary Doyle

Date: 13 October 2020

NEW ZEALAND MEDICAL RADIATION TECHNOLOGISTS BOARD

STATEMENT OF ACCOUNTING POLICIES

"How did we do our accounting?"

FOR THE YEAR ENDED 31 MARCH 2020

BASIS OF PREPARATION

Medical Radiation Technologists Board was established by the Health Practitioners Competence Assurance Act 2003 and is a Responsible Authority under that Act.

The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand (NZ GAAP) and have been prepared on the basis of historical cost.

Medical Radiation Technologists Board has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting -Accrual (Public Sector) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

HISTORICAL COST

These financial statements have been prepared on a historical cost basis. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise indicated.

CHANGES IN ACCOUNTING POLICIES

There have been no changes in accounting policies during the financial year, however, some classification and presentational changes have been made and relevant prior year values have been updated to aid comparison (last year - nil).

GOODS AND SERVICES TAX (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

INCOME TAX

Medical Radiation Technologists Board is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

BANK ACCOUNTS AND CASH

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances.

ANNUAL PRACTISING CERTIFICATE INCOME

Annual Practising Certificate Income is recorded only upon receipt. Receipts for Annual Practising Certificates issued for the future year are shown as income Received in Advance.

INVESTMENTS

Investments are valued at cost. Investment income is recognised on an accrual basis where appropriate.

ONEROUS LEASE

The Onerous Lease expense is recognised in full in the year that it was identified as onerous lease, or in the year of any adjustment to the value of the lease. The amount is the minimum net value to meet the contractual obligation, less revenue from sublease and discounting as at rate of 3%.

REVENUE RECOGNITION

Revenue is received during February and March, relating to the next financial year. Therefore, receipts are shown on the balance sheet as income in advance and recognised in the statement of financial performance in the next financial year.

NEW ZEALAND MEDICAL RADIATION TECHNOLOGISTS BOARD

NOTES TO THE PERFORMANCE REPORT

FOR THE YEAR ENDED 31 MARCH 2020

| Note 1: Analysis of Revenue | | | |
|---|--------------|-----------------|-----------------|
| Revenue Item | Analysis | This Year \$ | Last Year \$ |
| Fees,subscriptions and other revenue from members | Registration | 197,542 | 151,569 |
| | APC | 1,243,521 | 1,062,120 |
| | Other | 58,894 | 51,402 |
| Total | | 1,499,957 | 1,265,091 |

Note 2: Analysis of Expenses

| Expense Item | Analysis | This Year | Last Year |
|------------------------|----------------------------|-----------|-----------|
| | | \$ | \$ |
| Employee related costs | ACC Levy | 1,200 | 1,081 |
| | Staff Expenses Recruitment | 14,728 | 14,423 |
| | Staff Training | 6,033 | 10,537 |
| | Staff Welfare | 4,043 | 2,841 |
| | Temp Staff | 5,896 | 2,859 |
| | Wages & Salaries | 452,407 | 415,844 |
| Total | | 484,307 | 447,585 |

| Expense Item | Analysis | This Year | Last Year |
|--|--------------------------|-----------|-----------|
| | | \$ | \$ |
| Costs related to providing goods or services | Accreditation Expenses | - | 24,882 |
| | Archiving | 2,362 | 1,366 |
| | Board Member fees | 217,616 | 161,450 |
| | Conference Staff | 13,951 | 5,221 |
| | Examiner Fees | 73,936 | 24,719 |
| | Insurance | 11,493 | 7,215 |
| | IT | 59,277 | 2,443 |
| | MSS services Charges | 209,610 | 362,741 |
| | Postage and Courier | 3,418 | - |
| | Printing & Stationery | 2,573 | - |
| | Project Costs | 22,837 | 98,989 |
| | Publications | 523 | 421 |
| | Telephone and Tolls | 4,675 | - |
| | Travel and Accommodation | 120,608 | 74,307 |
| Total | | 742,879 | 763,754 |

| Expense Item | Analysis | This Year | Last Year |
|----------------|--------------------------|-----------|-----------|
| | | \$ | \$ |
| Other expenses | Annual Report - Printing | 2,194 | 1,690 |
| | Audit Fees | 9,717 | 6,148 |
| | Bank Charges | 6,004 | 22,621 |
| | General Expenses | 4,421 | 2,585 |
| | Legal fees | 42,987 | 3,485 |
| Total | | 65,323 | 36,529 |

Note 3: Analysis of Assets and Liabilities

| Asset Item | Analysis | This Year \$ | Last Year \$ |
|------------------------|------------------------|------------------|-----------------|
| Bank accounts and cash | Westpac Bank - Current | 1,303,706 | 546,464 |
| | Westpac Bank - Saving | 438 | 438 |
| Total | | 1,304,144 | 546,902 |

| Asset Item | Analysis | This Year \$ | Last Year \$ |
|-------------------------|----------------|-----------------|-----------------|
| Debtors and prepayments | Prepayments | 12,551 | 5,780 |
| | Debtors | 9,368 | - |
| | Accrued Income | 728 | - |
| Total | | 22,647 | 5,780 |

| Asset Item - Non Current | Analysis | This Year \$ | Last Year \$ |
|--------------------------|---------------|-----------------|-----------------|
| Investments | Shares in MSS | 50 | 50 |
| Total | | 50 | 50 |

| Liability Item | Analysis | This Year \$ | Last Year \$ |
|--------------------------------|---------------------|-----------------|-----------------|
| Creditors and accrued expenses | Accrued Expenses | 7,058 | 10,811 |
| | GST due for payment | 133,066 | 131,550 |
| | MSS Intercompany | 118,911 | 76,357 |
| Total | | 259,035 | 218,718 |

| Liability Item | Analysis | This Year \$ | Last Year \$ |
|----------------------------|---------------------------------------|------------------|------------------|
| Income received in Advance | Practitioner fees relating to 2020/21 | 1,201,606 | 1,130,302 |
| Total | | 1,201,606 | 1,130,302 |

| Liability Item | Analysis | This Year \$ | Last Year \$ |
|-------------------------------------|-----------------------------|-----------------|-----------------|
| Current provision for onerous lease | Provision for onerous lease | 32,999 | 20,506 |
| Total | | 32,999 | 20,506 |

| Liability Item | Analysis | This Year \$ | Last Year \$ |
|---|-----------------------------|-----------------|-----------------|
| Non current provision for onerous lease | Provision for onerous lease | 129,782 | 82,023 |
| Total | | 129,782 | 82,023 |

Note 4: Accumulated Funds

| This Year | | Accumulated | Total |
|-------------------|--|-----------------------|---------|
| Description | | Surpluses or Deficits | |
| Opening Balance | | 701,183 | 701,183 |
| Surplus/(Deficit) | | 252,236 | 252,236 |
| Closing Balance | | 953,419 | 953,419 |

| Last Year | | Accumulated | Total |
|-------------------|--|-----------------------|---------|
| Description | | Surpluses or Deficits | |
| Opening Balance | | 627,723 | 627,723 |
| Surplus/(Deficit) | | 73,460 | 73,460 |
| Closing Balance | | 701,183 | 701,183 |

Note 5: Commitments and Contingencies

| | | At balance date This Year | At balance date Last Year |
|--|------------------------|------------------------------|------------------------------|
| Commitment | Explanation and Timing | \$ | \$ |
| Lease Commitment: 22 Panama Street, Wellington | Current Portion | 28,176 | 53,967 |
| | Non Current Portion | 124,444 | 147,024 |
| | | 152,620 | 200,991 |
| Onerous Lease Commitment: 80 The Terrace, Wellington | Current Portion | 48,858 | 20,506 |
| | Non Current Portion | 126,217 | 82,023 |
| | | 175,075 | 102,529 |
| Photocopier Lease | Current Portion | 1,638 | 1,583 |
| | Non Current Portion | 5,382 | 264 |
| | | 7,020 | 1,847 |

COMMITMENTS

Medical Sciences Secretariat of New Zealand has a lease commitment at 80 The Terrace in the names of the Physiotherapy Board of New Zealand, Dental Council, Medical Sciences Council of New Zealand, Medical Radiation Technologists Board and Pharmacy Council of New Zealand (5 Health Regulatory Authorities), all of whom have joint and several liability. This lease expires on 31 October 2023 with right of renewal of a further six years.

Due to on-going earthquake investigations and repairs, it was decided to vacate 80 The Terrace.

Temporary premises at 22 Panama Street were obtained. Subsequent to this, Medical Sciences Secretariat Limited has signed a 3 year lease through to 31 August 2022.

FENZ is currently subleasing part of the floor space at 80 The Terrace that Medical Sciences Secretariat Limited is leasing. The amount of the sublease is significantly less than that expected when preparing the 2019 financial statements, leading to the change in the total lease commitment.

There is also a photocopier lease which expires in March 2025.

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last Year - nil).

Note 6: Related Party Transactions

| Description of Related Party Relationship | Description of the Transaction (whether in cash or amount in kind) | This Year \$ | Last Year \$ | This Year \$ | Last Year \$ |
|---|--|-----------------------|-----------------------|--------------------|--------------------|
| | | Value of Transactions | Value of Transactions | Amount Outstanding | Amount Outstanding |
| During the year the Medical Radiation Technologists Board purchased secretariat services on normal trading terms from Medical Sciences Secretariat Ltd. Two members of the Board of Medical Radiation Technologists Board are directors of Medical Sciences Secretariat Ltd. Medical Radiation Technologists Board owns 50% of the share capital of Medical Sciences Secretariat Ltd. Medical Sciences Council of New Zealand owns the remaining 50% of Medical Sciences Secretariat Ltd. | Secretariat Services | 1,289,223 | 1,247,868 | 152,023 | 116,126 |
| | Beryl Kelly | 32,178 | 15,271 | 2,840 | 2,640 |
| | Lizzie Macaulay | 6,099 | 6,600 | | |
| | Billie Mudie | 7,905 | 7,590 | | |
| | Prue Lamerton | | 26,235 | | |
| | Rosanne Hawarden | 2,550 | 9,488 | | |
| | Louise Tarr | 5,695 | 7,755 | | |
| | Peter Dooley | 6,715 | 7,105 | | |
| | Pru Burns | 6,375 | | | |
| | Susan Yorke | 5,860 | | | |
| | Anthony Bow | 16,086 | 5,775 | 1,296 | |
| | Sue Mckenzie | 1,650 | 5,500 | | 2,460 |

There were no other transactions involving related parties during the financial year. (Last Year - Nil).

Note 7: Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last Year - Nil).

Note 8: Covid-19

On 30 January 2020, the spread of novel Corona virus (COVID-19) was declared a public health emergency by the World Health Organisation. From 25 March 2020, New Zealand was placed into Alert Level 4

lockdown to combat the pandemic, for a minimum period of four weeks. From 28 April 2020 this was reduced to Alert Level 3 with some restrictions relaxed, for a period two weeks from 13 May 2020 this was reduced to Alert Level 2, with lockdown restrictions further reduced. From 9 June 2020 this was reduced to Alert Level 1. With domestic lockdown restrictions removed.

The Board will continue to monitor the impact of COVID-19 on the entity but at the date of signing this report the Board does not believe the entity has been or will be adversely financially affected by the pandemic. The only known impacts of the virus on the entity is a small reduction in overseas based registration fees. (Last Year - Nil).

Note 9: Revenue Received in Advance

Fees received during February and March are received in advance and apply for the following year beginning 1 April. Revenue in Advance for the current year was \$1,201,606 (Last Year - \$1,130,302).

Note 10: Ability to Continue Operating

The entity will continue to operate for the foreseeable future.



New Zealand
**Medical Radiation
Technologists Board**
Te Poari Ringa Hangarua Iraruke

