

ANNUAL REPORT

2017/2018



ACCESS TO HEALTH SERVICES IS VITAL TO THE WELL-BEING OF OUR COMMUNITIES AND FOR FUTURE GENERATIONS.



Bila Muuji Board



Bila Muuji board members, CEO Phil Naden and guests A/Professor Ilse Blignault and Senior Lecturer Jannine Bailey, Western Sydney University

Health Promotion



Stop Smoking, Start Living Yarning session in Gilgandra. Community members yarned about how smoking has impacted their lives, their families and the community in which they live.

SEWB - Deadly Thinking Workshops



Deadly Thinking: Providing plans and pathways to help deal with social and emotional wellbeing

BILA MUUJI ANNUAL REPORT – November 2017/2018

Welcome to the Annual Report for 2017/2018 for Bila Muuji Aboriginal Corporation Health Service. This report will provide an overview of the year's activities and essential reports relating to activities and individual programs.

Bila Muuji, continues to provide holistic regional and culturally appropriate primary health care services to the Aboriginal and Torres Strait Islander people across the West and Far West Region of NSW.

The Bila Muuji Aboriginal Corporation Health Services Incorporated comprises Aboriginal Community Controlled Medical Services from Brewarrina, Bourke, Coomealla, Coonamble, Dubbo, Forbes, Orange and Walgett and we are very active in trying to address the health inequality in each of our local communities. Our approach is to "provide health services addressing not just the physical well-being of the individual but also the social, emotional and cultural well-being of the whole community".

The members of Bila Muuji are fully accredited medical services. Members of Bila Muuji meet quarterly with most meetings held in Dubbo. The Aboriginal Medical Services which make up the Bila Muuji are non-profit organisations and rely on public support from individuals, community groups, corporations, trusts and foundations as well as government funding to continue to improve the health and wellbeing of their clients and the regional communities.

Services covered by the Aboriginal holistic definition of health, includes but is not restricted to such services as: -

- ✚ Health promotion
- ✚ Disease prevention
- ✚ Substance misuse
- ✚ Suicide Prevention
- ✚ Clinical Educators
- ✚ Youth Mental Health Services
- ✚ Out of Home Care
- ✚ Drug and Alcohol
- ✚ Research
- ✚ Service Support

BMACHS

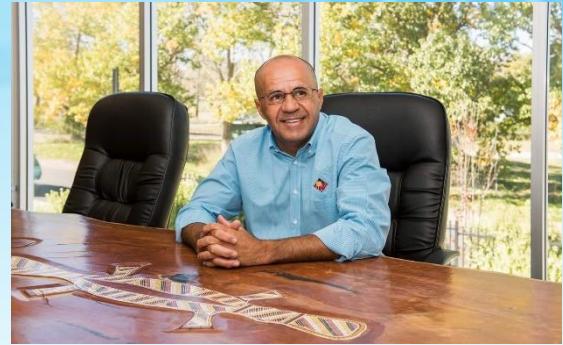
Purpose :

- ✚ Bila Muuji is committed to providing a strong united regional voice in relation to Primary Health Care for all First Nations people and the communities we represent.

Principles:

Bila Muuji will:

- ✚ Provide a non-judgemental regional service that does not discriminate on the basis of race, gender, religion, disability, appearance or personal circumstances.
- ✚ Work in partnership with other agencies and stakeholders in an atmosphere of mutual respect and in the spirit of reconciliation.
- ✚ Ensure the rights and responsibilities of all clients and members are upheld.
- ✚ Respect, encourage, and strengthen the heritage and the cultural values and needs of our clients and community.
- ✚ Recognise and value the importance of Aboriginal Community Controlled Health Services that provide culturally appropriate holistic care.
- ✚ Recognise, promote and value the skills, experience and qualifications of the staff and directors.
- ✚ Respect and maintain confidentiality with the community, clients and each other.



CHAIRPERSON'S REPORT 2017/2018

2018 has been a year of substantial growth for Bila Muuji. We have enhanced and expanded our partner profile through service, education and research arrangements with The Benevolent Society, CSU – Three Rivers UDRH, University of Technology, Lyndon & Lives Lived Well, Western Local Health District and the Rural Doctors Network. These existing and new partnerships create a wide range of supports to our member's services which will be great benefit to them as we enter into a new phase for Aboriginal Health in our region, state and country from July 2019. The evolution of the Governance structure of Bila Muuji will also be a major change for our organisation in 2019 as we prepare for the impending shift in our sector.

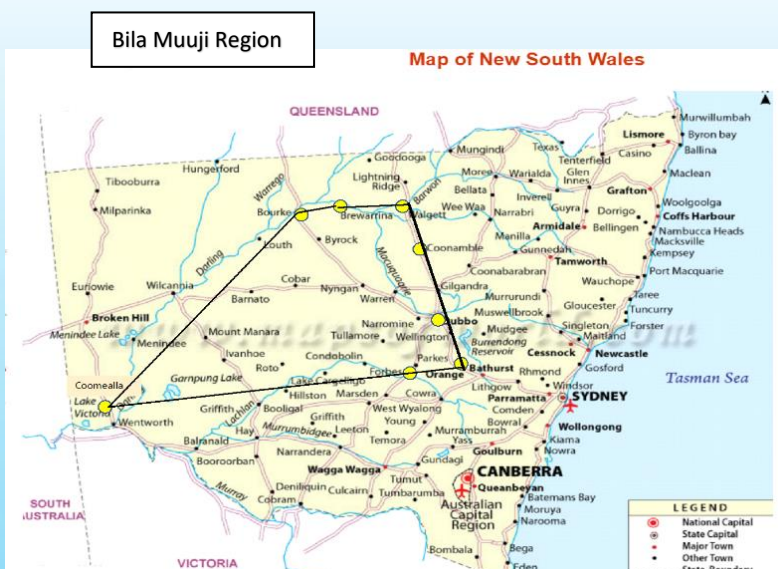
A massive thank you to the Chief Executive Officer Phil Naden and Executive Assistant Pam Renata for their tremendous efforts in not only growing Bila Muuji, but keeping our member services engaged, informed and motivated during a very busy and productive 2017/2018.

Thank you also to our member services, Coomealla Health Aboriginal Corporation, Yoorana Gunya Family Healing Centre, Orange Aboriginal Medical Service, Walgett Aboriginal Medical Service, Brewarrina Aboriginal Health Service, Bourke Aboriginal Health Service, Coonamble Aboriginal Health Service and Dubbo Aboriginal Medical Service who have supported and persevered with Bila Muuji over the past 12 months.

We look forward to a challenging and eventful 2019 and beyond.

A handwritten signature in blue ink, reading 'Jamie Newman'.

Jamie Newman
CHAIRPERSON





CEO'S REPORT 2017/2018

The Bila Muuji region covers the western and far west of NSW, an area of 445 000 sq kms with a population of 12% of whom are Aboriginal.

2018/19 has been an extremely busy year for Bila Muuji.

With the commencement of the SEWB Project seed funded for 12months in 2017, by the WNSWPHN, this initial funding initiated bigger changes for Bila Muuji. During this project Pam was trained in the Deadly Thinking Project and engaged communities in the Bila Muuji footprint to facilitate and engage community in relation to a culturally appropriate SEWB training.

Bila Muuji also engaged with CSU Associate Professor Rachel Rossiter and Mental Health Clinician Robin Scott to undertake a skills/training audit of Social and Emotional Wellbeing services across the Bila Muuji Footprint, which was of huge benefit to Bila Muuji. Once this funding ceased, Bila Muuji had to draw on other funding opportunities and/or join partners through a co-design model to become sustainable to support our member services. Since June 2017, Bila Muuji has morphed from 2 staff into a full complement of 16 staff with more negotiations with other organisations investing in Bila Muuji ongoing.

For 2018, Bila Muuji would like to thank all our partner organisations including the Kimberly Aboriginal Medical Services for engaging with us in relation to Oral Health and also gifting us an oral

health van to conduct outreach programs in our rural and remote communities.

Bila Muuji also thanks, AbSEC for their commitment towards Bila Muuji as well as, Gilbert and Tobin, Charles Sturt University, University Department of Rural Health, Pathfinders, The Benevolent Society, University of Technology Sydney, PHYZ X 2U, Wesley Mission, Lives Live Well, Lyndon House, Western Sydney University, the Aboriginal Medical Services Alliance Northern Territory, Lowitja Institute, NACCHO, AH&MRC, Department of Health and the Western NSW LHD.

I would like to acknowledge all our member services and thank them for a wonder year in supporting Bila Muuji. I would also like to thank Pam Renata for the contributions to the efficiencies of Bila Muuji.

Phil Naden
CHIEF EXECUTIVE OFFICER



AH&MRC (State Peak Body)

The Aboriginal Health & Medical Research Council of New South Wales (AH&MRC) is the peak representative body and voice of Aboriginal communities on health in NSW. AH&MRC represent our members at the state level to assist in the delivery of a culturally appropriate comprehensive primary health care to regional communities.

The AH&MRC is governed by a Board of Directors who are Aboriginal people elected by ACCHO members on a regional basis. The AH&MRC represent, support and advocate for their members., and have a formal MOU with Bila Muuji Aboriginal Corporation Health Service. Bila Muuji are looking forward to the formal partnership now in place under the MOU and we welcome and congratulate Raylene Gordon on her appointment as the new incoming CEO of AH&MRC.

NACCHO (National Peak Body)



The National Aboriginal Community Controlled Health Organisation (NACCHO) is the national peak Aboriginal health body representing Aboriginal Community Controlled Health Services throughout Australia.

NACCHO represents local Aboriginal community control at a National level to ensure that Aboriginal people have greater access to effective health care across Australia. NACCHO provide a coordinated holistic response from the community sector, advocating for culturally respectful and needs based approaches to improving health and wellbeing outcomes through ACCHSs/AMSs.

NACCHO's work is focussed on:

- ✚ Promoting, developing and expanding the provision of health and wellbeing services through local ACCHSs/AMSs Nationally
- ✚ Liaison with organisations and Governments within both the Aboriginal and non-Aboriginal community on health and wellbeing policy and planning issues
- ✚ Representation and advocacy relating to health service delivery, health information, research, public health, health financing, health programs, etc
- ✚ Fostering cooperative partnerships and working relationships with agencies that respect Aboriginal community control and holistic concepts of health and wellbeing.

Activities

Bila Muuji have participated in many activities over the reporting period.

Here is a snapshot of what Bila Muuji have been involved with:

National Career Pathways Project



Jamie Newman and Karrina Demasi from AMSANT speaking to NACCHO in relation to the National Career Pathways Project.

Rural Youth Mental Health Program in Partnership with The Benevolent Society



Opening of the RYMH Program at Parkes High School - a community outreach program to support young people to overcome mental health challenges and isolation.

National Birth Certificate Project in Partnership with Pathfinders



Official Signing of our joint MOU, Bila Muuji CEO Phil Naden and Pathfinders CEO Alan Brennan in Tamworth

International Woman's Day – Guest Speakers as invited by Tooraweenah CWA



Bila Muuji were guest speakers at the Tooraweenah CWA International Woman's Day, presenting on Suicide Prevention and upcoming Deadly Thinking Workshops

SEWB Project - Deadly Thinking Workshops

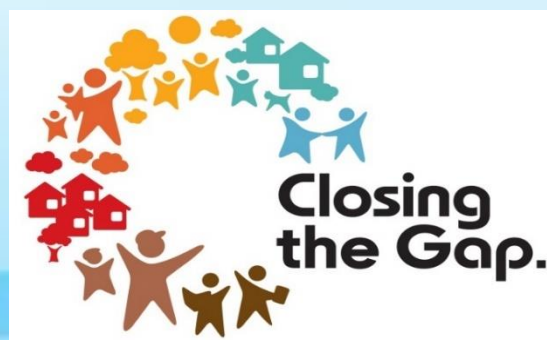


Deadly Thinking Workshop – Condobolin
Learning the importance of yarning with family and friends and raising awareness and improving understanding of depression, anxiety and suicide

Close the Gap Refresh



Close the Gap Refresh - Phil meets with Opposition Leader Bill Shorten to discuss the oppositions approach to CTG



National Congress



Jamie Newman Chair of Bila Muuji and CEO Phil Naden met with Rod Little the Chair of Congress and Sam Jeffries from PMC in relation to the Closing the Gap refresh in Dubbo.

Mobile Dental Bus



The Bila Muuji team covered over 12,000kms to bring home a mobile dental bus which was donated to Bila Muuji by the Kimberly Aboriginal Medical Service.

Meetings with the Commonwealth



Bila Muuji met Senior Staff, Asha Manocha, Mel Knight and Director Jennifer Morser from the Commonwealth Department of Health in relation to strengthening a future partnership with our Regional consortium



Bila Muuji and the west and far west region of NSW extend unconditional thanks and gratitude to the KAMS board and Broome community for gifting this mobile dental unit to NSW and to the communities that will benefit from it.



PROGRAM REPORTS 2018

Career Pathways for ATSI Health Professionals

Funded by the Lowitja Institute

Australia's National institute for Aboriginal and Torres Strait Islander Health Research

Objective

Contribute to the growth, retention and career development of the Aboriginal and Torres Strait Islander health professional workforce, and to the improved health and wellbeing of Aboriginal and Torres Strait Islander people.

Key questions include:

- Reasons Aboriginal and Torres Strait Islander people come to work in health
- Unique skills and values that Aboriginal health professionals bring
- What managers look for in recruiting Aboriginal health staff
- Barriers and enablers for Aboriginal health workforces career development (roadblocks and stepping stones)
- Possible solutions and strategies to address the barriers and better enable Aboriginal health career pathways.

Key components include:

- Literature review – drafted
- Stakeholder engagement/consultations – ongoing
- Secondary data analysis – drafted
- National survey – UNDERWAY
- Individual career trajectory interviews (WA, SA, VIC, QLD & NT) – UNDERWAY
- Workplace-based focus groups and interviews (NSW & NT) – UNDERWAY
- Knowledge exchange and translation – focus for 2019, see NRH conference below.

Work-based component:

Designed to collect 'ground-level' data via yarning circles and interviews with Aboriginal health staff & their managers:

- Different locations: urban, regional/rural, remote
- Different organisation types: ACCHOs, LHDs, PHN
- 2 jurisdictions: NSW and NT

NSW case studies

	Urban	Regional/rural	Remote
ACCHO	Awabakal	Bila Muuji	Marri Ma
LHD	SWSLHD*	WNSWLHD	
PHN		WNSW PHN	

Data collection to date:

- 12 organisations (9 ACCHOs, 2 LHD, 1 PHN) and 16 sites
- 25 FGDs – 17 x staff and 8 x managers
- 70 staff and 39 managers.

Joint team meeting

In November, the NSW-based project team and the NT-based project team met in Sydney to look at the findings so far and plan next steps. There is still a lot to do before the revised project finish date of 31 May 2019.



Presentations:

In early November 2018, Jamie Newman and Karrina DeMasi (AMSANT) presented on Career Pathways Project at National Conference on Indigenous Health Workforce Leadership in Brisbane, as well as the 2018 NACCHO Conference.



15th National Rural Health Conference, 24-27 March 2019, Hobart

<http://www.ruralhealth.org.au/15nrhc/general/about>

Described as 'Australia's premier rural health event'. Four days' immersion in rural and remote health and wellbeing. A place to hear the latest developments, network with leaders from across the sector, and help set the rural health agenda for the next two years.

The conference theme is 'Better Together!' The research team submitted an abstract for an oral presentation based on Career Pathways Project findings in western NSW and it was accepted.

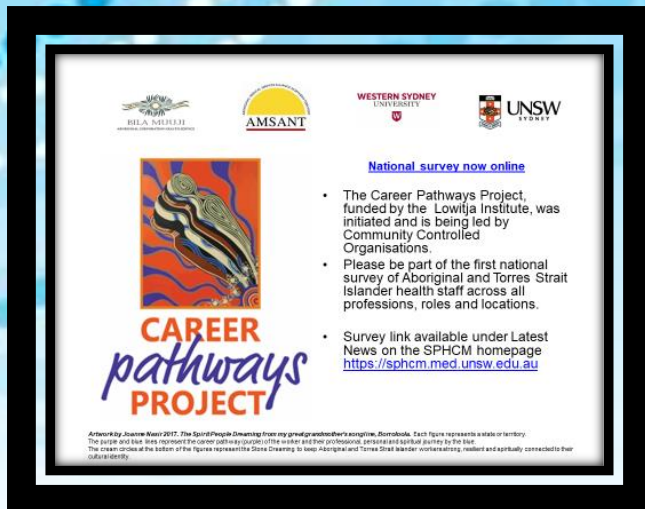
The presentation title is 'Better together: working and growing together will enhance Aboriginal careers in health'. We would like Bila Muuji to nominate someone who participated in one of the yarning circles and who is interested in a career in Aboriginal health, and possibly research, to come with us to the conference.

The Benevolent Society

Rural Youth Mental Health Program (RYMH)

Operational Update

- Program Logic, Operational tools and procedures, staff supervision and clinical leadership systems are finalised
- Recruitment of team has progressed well. We have 2 team vacancies. We would like to prioritise placing a team member in Coonamble or Walgett if we can attract someone from these areas. The panel recruitment with Bila Muuji representation has been a robust and professional partnership and worked well to recruit a strong team.
- Cultural Safety Framework self-checklist has been completed and development activities under Bila Muuji guidance are in progress.
- 6 referrals & 1 self-enquiry meeting between October 22nd – November 14th 2018
- 5 enquiry and referral preparation conversations with service staff eg. Wilcannia Forbes Catholic Care, Royal Far West, FACS, Lyndon Community



Artwork by Joanne Nasir 2017. The Spirit People Dreaming from my great grandmother's songline, Borrooloola.

Each figure represents a state or territory. The purple and blue lines represent the career pathway (purple) of the worker and their professional, personal and spiritual journey by the blue. The cream circles at the bottom of the figures represent the Stone Dreaming to keep Aboriginal and Torres Strait Islander workers strong, resilient and spiritually connected to their cultural identity.



Western NSW researchers at Orange Hospital

Ilse Blignault
Associate Professor
Western Sydney University

Location breakdown of referrals to RYMH service since 22nd October 2018

Cobar	0	Condobolin	0	Cowra	0
Coonabarabran	1 GP referral	Coonamble	0	Forbes	1 referral Wilcannia Forbes Catholic Care *
Gilgandra	1 Community referral from family member*	Walgett	0	Parkes	1 community referral from partner * 1 self-enquiry meeting 1 CAMS referral 1 TBS referral
Nyngan	0	Narromine	0		

*Aboriginal Identified

RYMH Team



Team members from far left-

Beck O'Connor, Imogen Morrissey, Vicki Lyner, Rachael Gazzola, Kylie Manners, Phil Naden, Jinnara Tyson, Pam Renata, Amie Carrington
Team Practitioners- Vicky Lynar- Clinical lead, Orange Outreach, Imogen Morrissey- Coonamble Outreach, Rachael Gazzola- Parkes Outreach, Jinnara Tyson –Dubbo Outreach, Katie Lees- Dubbo Outreach (plus vacancies).

Community Engagement Highlights

- Community Engagement Strategy Endorsed by Bila Muuji
- Program launch 22nd October in Parkes High School

On the 22nd October we launched the Rural Youth Mental Health Program (RYMH) in partnership with Bila Muuji.

The launch brought together key speakers – Beck O'Connor- TBS, Phil Naden- Bila Muuji and Andrew Harvey – PHN WNSW, over 50 community and service representatives and 100 young people. The speakers provided current information about the relevance of the program to Rural and regional young people in Western NSW, the partnership between TBS and Bila Muuji and our commitment to cultural safety and reducing barriers for young people to access mental health supports. The RYMH team wore our co-branded Bila Muuji and RYMH jerseys and provided wellbeing and mental health awareness raising activities for young people.



Beck O'Connor, Director Child and Family Services Rural and Regional NSW The Benevolent Society, Phil Naden, CEO Bila Muuji Aboriginal Corporation Health Service

Summary of Community engagement highlights for each area

Parkes	Launch 22 nd October Invitation to speak at Parkes High School 29 th November parent information evening, various conversations with High School staff about the service Further partnership development meetings with Parkes High School underway
Forbes	Yoorana Gunya partnership development in progress. Rachel Gazolla outreach on Wednesdays.
Coonabarabran	Interagency meeting attended 13 November 2018. RYMHS staff attended community expo 14 th Nov, discussions with Lands council Chairperson and School underway
Coonamble	AMS meeting, School partnership meeting – currently negotiating outreach to the Coonamble High School to provide individual appointments to young people. Jinnara, Katie and Imogen will outreach 1 day per week to provide in school appointments and local appointment at other locations in community (eg. AMS, Neighbourhood centre, GPs).
Walgett	Engagement and consultation planning in Progress for early 2019.
Nyngan	Engagement and consultation planning in Progress for early 2019.
Narromine	Interagency meeting attended 7 November 2018. Plan on outreach visits to occur weekly, likely to be a combination of Jinnara and Katie providing supports, early conversations regarding wellness hub support at high School in progress
Cowra	Meeting with OAMS to build local partnerships, Local Health District, Neighbourhood Centre, Cowra High School and Rural

	Adversity Mental Health Program (RAMPH).
Cobar	Engagement and consultation planning in Progress for early 2019.
Gilgandra	Looking to outreach into the High School Wellbeing hub early conversations in progress.

Service Development Planning

Priorities for service development throughout the next 3 months will be to further establish the program through;

- Building on relationships within the areas that we are funded to operate
- Developing Cultural Safety Framework initiatives for quality improvement
- Team development and learning activities outlined in the 6 month staff induction plan
- Increase service delivery to 50 clients
- Embed outreach service delivery in Gilgandra and Coonamble High School and Yoorana Gunya and apply the model to the development of other outreach location partnerships.



Jinnara Tyson - Support Worker Rural Youth Mental Health

Amie Carrington

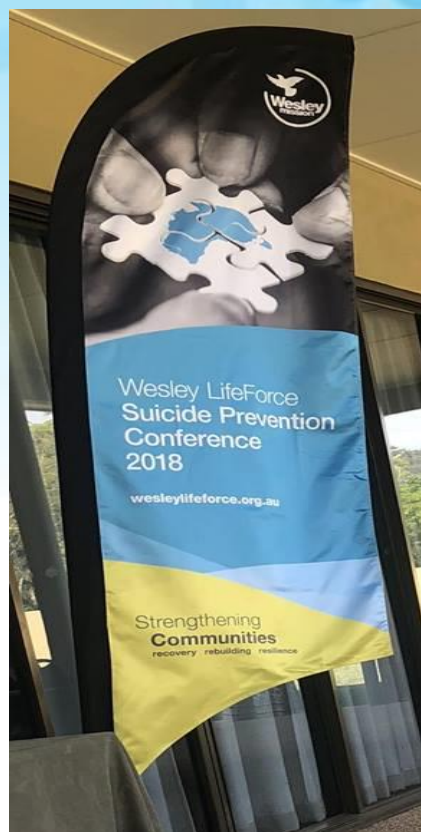
Amie Carrington
MANAGER, CHILD AND FAMILY SERVICES
WESTERN NSW
THE BENEVOLENT SOCIETY

Wesley LifeForce Suicide Prevention

Wesley LifeForce has benefited from its successful partnership and co-location with Bila Muuji through 2018. In 2018, the program successfully support six (6) communities to establish and mobilise community owned suicide prevention Networks in the townships of Wilcannia, Broken Hill, Menindee, Dareton, Condobolin and Brewarrina throughout the Western NSW PHN region. The success of the program has been largely due to locally driven partnership from within the community, whereby elders, service providers and community members alike have rallied around the common cause in the prevention of suicide. In 2019, Wesley LifeForce looks forward to the continuation of its partnership with Bila Muuji and funded support through the Western NSW PHN. It is anticipated that an additional two (2) community suicide prevention networks will be established in the region.



James Bell
GROUP MANAGER
WESLEY LIFEFORCE SUICIDE PREVENTION
SERVICES



**Wesley LifeForce 2018 Suicide
Prevention Conference**



**Phil Naden and James Bell – 2018 Wesley
LifeForce Conference**



**Karen Sharpe, Trevor Forrest (Uncle
Jimmy) and Phil Naden – 2018
Conference - Whitsundays**

Social and Emotional Wellbeing Audit

Executive Summary

This skills/training audit of Social and Emotional Wellbeing services conducted across the Bila Muuji Footprint sought to access information about current dedicated SEWB positions, how many of these positions are filled and the relevant qualifications that existing staff have completed. Information was also sought about SEWB related positions, perceived needs for training, what qualifications were deemed necessary and the number of full-time positions are needed. Participating organisations were also asked to identify both the barriers, difficulties and issues encountered in efforts provide SEWB services and the strengths and successes of the current workforce and activities that are in place.

The audit provides information accessed from eight of the nine member sites currently listed on the Bila Muuji website and four of the five non-member organisations contacted directly by the CSU team who responded to the invitation to participate. The participating organisations are markedly diverse in context, range of services offered and accessibility to mainstream services. Each organisation also appeared to have a different perspective on what constituted social and emotional wellbeing services and related services. Thus, the findings are presented as individual 'case-studies' rather than an amalgamated whole.

The findings revealed significant limitations in the availability of services for people with mild, moderate or severe mental illness, likewise access to drug and alcohol services were extremely limited or absent. Integrated services and/or positive engagement with main-stream services appeared largely absent.

A range of programs were in place that could be identified as health promotion and disease prevention activities although these were not often identified as linked to SEWB and promotion of mental wellbeing. Recurrent funding for those programs in place was generally identified as problematic.

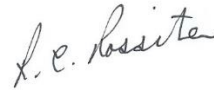
Almost all organisations identified specific training needed to enable existing staff to deliver services more effectively.

Barriers/difficulties/issues related to SEWB workforce and activities fell under a number of broad categories; funding, engagement with other services, staffing, professional development and support, rurality or remoteness, community, service delivery. Encouragingly, most organisations

identified significant strengths and successes that they have achieved in spite of the many hurdles and challenges encountered as they seek to improve the health and wellbeing of their communities.

The commitment and passion demonstrated by the people interviewed for this audit was readily apparent and their ongoing efforts to overcome the challenges despite the barriers is to be not only applauded but more importantly supported in a focused and consistent manner.

Recommendations arising from this audit include: recommendations for priority professional development activities, approaches to developing and strengthening integrated care and a centralized and coordinated approach to funding applications.



Rachel Rossiter

RN, NP, CMHN, B Hlth Sc, B Counselling, M Counselling, MN (NP), HScD

Grad Cert Practice of Tertiary Teaching, FCMHN



Robin Scott

RN, Dip App Sc (Nursing), M Clin Sc (Ment H Nurse) MACN, MACMHN



PARTNERS

What an accomplished for 2017/2018



Lyndon



Australia's National
Institute for Aboriginal
and Torres Strait Islander
Health Research



UNSW
SYDNEY



pathfinders



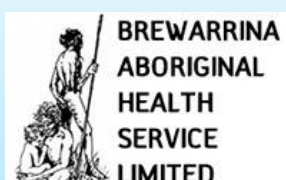
THE UNIVERSITY OF
SYDNEY



Orange Aboriginal
Medical Service



Yoorana
Gunya
Family Healing Centre
Aboriginal Corporation



Lives Lived Well

Business Manager's Report

2018 saw a number of changes with Bila Muuji.

1. The most exciting for Bila Muuji was the transition of Bila Muuji to transfer its registration from Dept of Fair Trading to being Registered under ORIC.

The main benefits of the transition under the CATSI Act are:

- members can choose not to be liable for debts of the corporation
- the corporation's rule book can accommodate Aboriginal or Torres Strait Islander customs and traditions
- Aboriginal and Torres Strait Islander corporations can operate nationally—they are not limited to the state or territory in which they are registered
- it is free to register as an Aboriginal and Torres Strait Islander corporation—unlike alternative regimes that may cost.
- Provides opportunity for funding and services that only an incorporated entity can apply for.

Bila Muuji was registered as Bila Muuji Aboriginal Corporation Health Service

2. Bila Muuji has seen a growth in the work that it has undertaken and the partnerships that it has built. Bila Muuji is seen as a leader in the community for Service support and working towards a regionalised body. We are all looking forward to seeing the progress in this area and what it means for individual services.

3. OAMS continues to offer Business and Finance support to Bila Muuji. Initial support saw Bila Muuji being financially managed with in OAMS. Bila Muuji has now been separated from OAMS financial reporting and its first External Audit has been undertaken.

4. The future sees great potential for growth and development of Bila Muuji. Over the next 12 months we will need to see Bila Muuji develop its own policies and procedures, and function as its own organisation, while continuing to be supported.

Michael Halls

Michael Halls
OAMS Business Manager



Members Reports

Walgett Aboriginal Medical Service



This year has seen a re-design of the operations of the organisation based on internal and external elements that are mandatory for WAMS to sustain the high level of quality care and best practice for our clients, staff, and the community.

As a matter of routine for every three years, WAMS review their Strategic Plan. A Facilitator has been engaged to commence consultation with the WAMS Directors and senior personnel to reflect on the past three years of operation, identify achievements, recognise where improvements are required, and forecast the overall operations for the next three years.

Continuing Quality Improvement is integral to the operations of WAMS. Every three years the review on quality also known as best practice, offers an opportunity for the governance and operational arms to demonstrate they are adhering to the legislations, work, health and safety regulations and managing compliance and risk.

Whilst new staff are always welcome and familiar faces are fondly farewelled, this period of time was very extraordinary with the departure of senior personnel.

Goodbye and best wishes to;

Clinic Manager, Ms Jessie Richardson	GP Registrars, Manori and Thaya	Manager, Brewarrina Aboriginal Health Service, Mrs Hellen Mannix	Continuing Quality Improvement, Coordinating Regional Healthy for Life program, Ms Diana Dalley
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The welcome mat was extended to;

Clinic Manager, Ms Louise Jefferies	Manager, Brewarrina Aboriginal Health Service, Ms Katrina Ward	Doctor, Paige Darlington
Human Resources Manager, Ms Karen Mullally	Financial operations, Mr Bernie Buncle	Bila Muuji Upper Sector Consortium Healthy for Life Coordinator, Wayne Beddall

Bila Muuji Aboriginal Health Service Incorporate (Bila Muuji) regional consortia has developed a range of networks. They have partnered with agencies and facilitated workshops that are relevant to the benefits of the members.

Several of the social determinants of health that we know it to be are employment, environment and suitable housing. WAMS work collegiately with related agencies to advocate for local-based employment, appropriate housing according to climatic and environmental factors. Such a mixture cannot be isolated when addressing the social and mental well-being of an individual, a family and the entire community.

Our focus for the forthcoming period is finalising the design of the corner property to incorporate many staff whom conduct chronic diseases and children's services programs along with areas for a Board meeting room, staff meeting area as well as an expansion of the health and fitness room.

The growth of WAMS is exciting, every year we have expanded. This is a testament to the vision of the Directors and the commitment of the staff. I am privileged to work with a collegiate group of people who have the united focus of delivering primary health care services with heart, health, commitment and dedication.

CHRISTINE CORBY, OAM
CHIEF EXECUTIVE OFFICER

Brewarrina Aboriginal Medical Services



WAMS continues to maintain the arrangement with DoH to enable the community of Brewarrina to access to health care by continuing to manage the operations of the Brewarrina Aboriginal Health Service Limited (BAHSL). In February the excellence in quality of service provided by the BAHSL team was recognised through the AGPAL Quality in Practice awarding Accreditation to the practice clinic for a further three years until the next review in 2021. The team strive toward improving their skills and qualifications to provide professional health care services that are welcoming and culturally appropriate for our clientele.

The BAHSL team continue to work in partnership with the Brewarrina local Doctors surgery, Local Health Service, Primary Health Network and other health related organisations to provide culturally appropriate health services for the Brewarrina community.

I look forward to the challenges and diversity of the following financial year and continuing to guide quality health service to the Brewarrina community.

KATRINA WARD

MANAGER

Coomealla Health Aboriginal Corporation



2017-18 has been another year of great achievement. Additional funding has been secured for youth services, and our existing programs from both the NSW and Commonwealth Governments have continued to be implemented successfully. We

have seen improvement against our National Key Performance Indicators on many fronts.

A highlight has been the completion and adoption of CHACs very first Strategic Plan, which was endorsed by the Board of Directors in mid-2018. This document has set out goals and actions to achieve our vision: Working Together for a Healthy, Strong and Proud Aboriginal Community,

In addition, we have secured additional funding for our community in the delivery of youth services via the New South Wales Government, which has funded youth programs.

Late in 2017 we achieved our first ever accreditation against the QIP Standards for Community Health Services, which was a very proud moment for our health service, and a true indicator of the quality improvements we have and continue to make.

The year ahead will bring new challenges in terms of securing ongoing Commonwealth funding and moving to a 'capitated' model of funding – a model based on the number of services we provide and also our remoteness and social and economic disadvantage. In my role as CEO I will continue to lobby Government to ensure we get the best possible outcome for our community. Continuing to implement and enhance the improvements that have been implemented throughout the organisation as a result of the Health Management Advisor project will continue to be a priority also.

I look forward to working with our community and partner agencies toward achieving a Healthy, Strong and Proud Aboriginal Community.

SUMMER HUNT

CHIEF EXECUTIVE OFFICER

Orange Aboriginal Medical Service



OAMS has had a very busy year. We have navigated our way through our first year of our Incorporation under the Corporations Act with ORIC, begun the transition with Anglicare for our OOHC program and our NDIS program has exceeded all expectations with 42 participants and 33 part time and casual staff. OAMS has maintained a steady trajectory against the 16 National Key Performance Indicators and have exceeded the reporting requirements for NSW Health for our Regional Oral Health Program. Our workforce has now reached approximately 90 staff, which is a combination of medical, health, NDIS and OOHC transitioned employees. We are very excited that our Wellness Centre, 'walu-win' will start construction soon, this facility will accommodate our rehabilitation and healthy lifestyle program.

All in all a year full of growth that will continue into 2019-20.

JAMIE NEWMAN
CHIEF EXECUTIVE OFFICER

Yoorana Gunya Family Healing Centre



Yoorana Gunya Family Violence Healing Centre Aboriginal Corporation is an Aboriginal community controlled Health Service. The organisation was established in 1997 and is governed by an all Aboriginal board of directors. Whilst the organisation was originally established to reduce and combat family violence in the community, times has seen the needs of the Aboriginal community change and the focus of the organisation today is on providing primary health care and other family programs to assist with the Aboriginal community.

Yoorana Gunya also auspices Binaal Billa Family Violence legal Prevention Service that provides legal assistance, advice and advocacy to Aboriginal victims of family violence.

DONNA BLISS
CHIEF EXECUTIVE OFFICER



3 December 2018

The Directors
C/- Mr Phil Naden
CEO
Bila Muuji Aboriginal Corporation Health Service
1/80 Gipps Street
DUBBO NSW 2830

Dear Phil

AUDIT FOR THE YEAR ENDED 30 JUNE 2018

We wish to report that we have completed our audit of Bila Muuji Aboriginal Corporation Health Service for the above period. We would like to thank you for giving us the opportunity to conduct your audit and thank the staff for their cooperation and professionalism throughout the course of the audit.

Committees Responsibilities

We take this opportunity to remind you that the responsibility for the preparation and fair presentation of the General Purpose (Reduced Disclosure Requirement) financial report ("the financial report") in accordance with the selected Australian Accounting Standards and the Corporations (Aboriginal and Torres Strait Islander) Act 2006 is that of the Board. Our auditor's report will explain that the committee is responsible for the preparation and the fair presentation of the financial report in accordance with the selected financial reporting framework and this responsibility includes:

- Designing, implementing and maintaining internal controls relevant to the preparation of a financial report that is free from misstatement, whether due to fraud or error;
- Selecting and applying appropriate accounting policies;
- The safeguard of the assets of the company;
- The systems and risk of the organisation have been constantly reviewed to reduce the possibility of fraud.

Auditors Responsibilities

Our audits are conducted in accordance with Australian Auditing Standards. An audit involves performing audit procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on our judgement including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. An audit also includes evaluating the appropriateness of the financial reporting framework, accounting policies used and the reasonableness of accounting estimates made by management, as well as the overall presentation of the financial report.

Because of the test nature and other inherent limitations of an audit together with the inherent limitations of any accounting and internal control systems, there is an unavoidable risk that some material misstatements may remain undiscovered.

Independence

We have complied with the professional bodies requirements relating to audit independence.

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Central West**

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Observations/Recommendations

- **General Journals**

It was noted during the testing of general journals that they have been prepared by the authorised people (Rachel Shaw and Michael Halls), but there is no further review function of these journals. We recommend that all general journals processed are reviewed by another authorised person to minimise the risk of misstatement or error.

It was also noted that no supporting documentation could be provided for one general journal tested. Please ensure that all general journals processed have supporting documentation on file. This will also assist the reviewer.

- **Cash and Cash Equivalents**

It was noted that one of the bank accounts in the Bila Muuji accounts is in the name of the Orange Aboriginal Medical Service. Please ensure that going forwards all bank accounts are in the name of Bila Muuji.

- **Employee Leave Provision**

The employee leave provision for 2018 has been calculated by us and included in your financial statements. Please ensure that your Xero file is updated to reflect this. It is also recommended that the provision is maintained by Bila Muuji going forward. Please contact us if you require assistance in knowing the methodology to calculate this. This avoids self review when we audit.

- **Membership Fees**

During our testing of revenue, we noted that the membership fees revenue was overstated by \$44,903.

In the 2017 year, an adjusting journal was raised to take up membership fees in advance, however this was done incorrectly. This affected the amount of membership fees recognised in both 2017 and 2018. Adjusting journals have been processed to correct the accounting treatment of this revenue.

Membership fees recognised in the current year now agrees to all membership fees received in aggregate.

Going forward, please ensure that any income in advance amounts are accounted for correctly.

- **Expenses**

During our testing of expenses, it was noted that multiple expense items did not have support attached in Xero. As this is noted as one of your processes within the expense cycle, please ensure that going forward all expenses have support attached.

- **Prepayments**

During our testing of creditors, we discovered one example of a prepayment being applied to the creditors account instead of the prepayments account. Please ensure that prepaid expenses are correctly accounted for going forward.

- **Creditors**

During our testing of expenses, we discovered one example of a creditor not being recognised in the correct period. We discovered a 2018 invoice which was recognised in the 2019 year. Please ensure that all creditors are recognised in the correct accounting period going forward.

- **GST**

During our testing of GST collected and paid for the 2018 year, we discovered that at the end of May, Bila Muuji paid all GST owing to Orange Aboriginal Medical Service, totalling \$23,513. Therefore, the total amount in the GST account should agree to the BAS report generated from Xero for the period 1/06/2018 to 30/06/2018. This report shows a payable amount of \$2,369. However, the balance per the GST account is \$714.

We do not consider this variance to be material, however we recommend that a GST reconciliation be performed to ensure that going forward the GST balance is correctly recorded.

We note that GST was in transition during the 2019 year until Bila Muuji became registered and was able to lodge its own Business Activity Statements. We are now comfortable that the GST function is now separate from Orange Aboriginal Medical Service.

- **Budget**

We strongly recommend that you prepare financial and cash flow budgets and then monitor on a monthly basis especially during a period of fast growth so that any financial concerns can be identified early and the so that management and the Board can be made aware to be able to proactively respond.

Apart from the above matters our audit did not find any other matters of significance to raise with management. In fact, we have found a dramatic improvement in operations and governance across Bila Muuji during this 2018 financial year.

Conclusion

We would like to thank you for the opportunity to meet your Audit and Assurance requirements and look forward to continuing a close working relationship with you in the future.

Management Comments

It is important that the courses of action recommended are given due consideration and that any management comments regarding the recommendations are returned to Crowe Horwath Audit and Risk Assessment for finalisation.

Yours sincerely

CROWE HORWATH CENTRAL WEST



John Thompson
Audit Partner

Email: john.thompson@crowehorwath.com.au

CC: Mr Jamie Newman
Charman

Bila Muuji Aboriginal Corporation Health Service

ABN: 24 169 186 744

Statement of Financial Position

30 June 2018

	Note	2018 \$
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	5	45,689
Trade and other receivables	6	2,468
Other assets		2,758
TOTAL CURRENT ASSETS		50,915
NON-CURRENT ASSETS		
Property, plant and equipment	7	4,138
TOTAL NON-CURRENT ASSETS		4,138
TOTAL ASSETS		55,053
LIABILITIES		
CURRENT LIABILITIES		
Trade and other payables	8	2,210
Employee benefits		9,955
TOTAL CURRENT LIABILITIES		12,165
NON-CURRENT LIABILITIES		
TOTAL LIABILITIES		12,165
NET ASSETS		42,888
EQUITY		
Retained earnings		42,888
TOTAL EQUITY		42,888

EFFECTIVE GOVERNANCE



1. Effective Governance

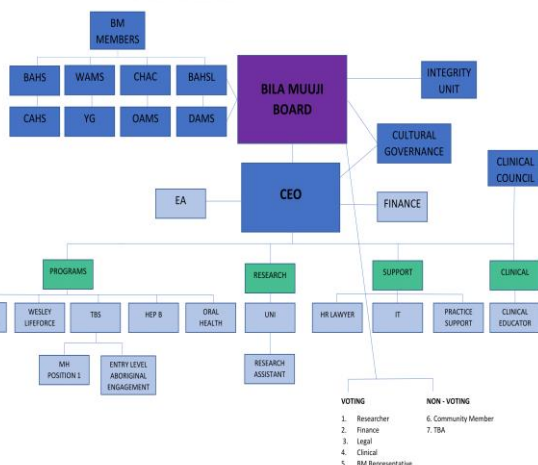
- 1.1 The Board will continue to implement a continuous quality improvement approach in all of their roles and responsibilities

2. Organisational Growth & Development

- 2.1 The core focus of delivering health outcomes for Aboriginal people will continue to inform the actions and directions of BMACHS
- 2.2 BMACHS maintains a positive and effective relationship with its funding bodies
- 2.3 BMACHS continuously reviews the strategic positioning of the organisation to achieve sustainability
- 2.4 BMACHS will continue to expand its services regionally and infrastructure to meet the community need and deliver superior health care services
- 2.5 BMACHS will develop and sustain an effective workforce. BAHS will create jobs and ensure career development for Aboriginal people

3. High Quality Health Services and Programs

- 3.1 BMACHS will deliver best practice and efficient Primary Health Care services for the Aboriginal people and the wider community
- 3.2 Community Engagement and Health Promotion – BMACHS will provide a range of health promotion programs appropriate for the health needs of the Aboriginal community.
- 3.3 BMACHS will continue to expand and/or improve access to a range of regional clinical and specialist services to meet the health needs of communities



ANNUAL REPORT

BILA MUUJI
2017/2018

