

2015 - 2016 DOT(WA)Inc AGM Reports

Chairperson's Report

Well hasn't this year flown by. This year has been marked by lots happening behind the scene for DOT(WA). This year saw a more stable DOT(WA) executive committee with a few people staying in roles from the previous year. We also had our first year without a State CDS member on the committee. This presented with several challenges as the secretary role has always sat with an OT from State CDS, meaning easier distribution of the DOT(WA) library, simpler access to the DOT(WA) cupboard and easier coordination with the Telehealth team here. But with the assistance of the staff at State CDS, mainly Amanda, and some creativity from Kirsten, we managed to keep things running relatively smoothly.

This year we ran two major PD events, Occupational Performance Coaching (OPC) and Supporting Children with Developmental Coordination Disorder (DCD) and their Families; both by Ann Kennedy Behr. The OPC training went for 2 days followed by the DCD workshop for 1 day. Therapists were able to attend both courses or just one, depending on what suited their needs.

There were 24 attendees at the OPC workshop and 26 attendees at the DCD workshop and both courses received great feedback in relation to Ann's presentation style, course resources and overall content. As a follow-up, DOT(WA) is also organising a teleconference with Ann during OT week, on the 26th October 2016. Ann will be providing a re-cap of Occupational Performance Coaching, facilitating discussion around case studies and holding a Q & A session to support the on-going implementation of OPC in WA. Watch this space for more information – coming very soon!

For our monthly PD, we have had a wide range of presenters from many different organisations. We have presentations on local research projects, toileting, a behavioural optometrist, changes in developing hand function of children in today's society, FASD and much more.

Mentor Connect, DOT(WA)'s Mentorship Programme, ran again this year. Again we had a significant difference with the number of mentees verses how many mentors we had available, but we did the best we could with the numbers we had. A big thank you to Amanda Incognito who coordinated Mentor Connect for us again this year.

In 2015-16, we have been without a marketing rep so the team has taken the challenge of posting things on our Facebook page. We now have almost 300 likes (who wants to be the one more we need to reach lucky 300?!?!)- 98 more likes than last year. If you haven't already been and liked our page, make sure you do as we can post all last minute changes, you can ask questions and there are occasional heart-warming stories!

The website has caused us a few issues this year. After a very smooth transition for memberships at the start of last financial year, things went downhill later after automation of the site did not work as it was supposed to creating many issues for us as we tried to manage the site- but I won't bore you with website talk! These issues will be discussed a bit more in the membership report but we would like to assure members that the website is about to undergo a full review to ensure it is meeting the needs of today's therapists, families and those working with the children we see. We would also still like to have the monthly PD recordings uploaded onto the website but this is currently not possible given the technology being used.

This year we successfully applied for an NGCS grant for our "Early Skills for Living and Learning Handouts". This will mean an update on the skills based DOT(WA) Handouts that have been used for many years, both around Perth and beyond! These handouts were originally created in 1999 and are in need of an overhaul to reflect current service deliver models and best practice in therapy provision. We have selected a project officer, Natasha Cox and we are in the process of selecting an 'expert panel' soon to support her and offer advice throughout the project.

DOT(WA) was able to offer a Clinical Project Grant of \$2500 again in 2015-16. The successful recipient was again Katie Wood whose project was to conduct an audit of Adolescent and Adult Sensory Profiles completed by children and adolescents engaging in non-suicidal self-injury to examine the possible association between sensory processing and self-harming behaviours.

Other research activities have included having a number of researchers present at DOT(WA) meetings to share research that is going on in WA and two journal club sessions run by Jodie Armstrong. We are aiming to hold two journal clubs each year.

DOT(WA) also continues to sponsor student prizes for both Curtin and Edith Cowan Universities. This year we presented one ECU Award and two awards to Curtin students.

Unfortunately, this year we have seen a huge decrease in the frequency of regional therapists dialling into our meetings. Even though the meetings are very accessible with the use of Scopia on home computers and tablets- no more hospital VC units are required- we have only had a few dial ins this past year. We will be conducting a survey of members shortly to ensure we are doing what we can to meet the needs of regional therapists.

Finally I'd like to acknowledge the hard work of the Executive Committee. Everyone on the committee are volunteers and without their dedication and work, DOT(WA) would not be possible. We will need to explore the option of paid support in the future as we (or at least I am) struggling to maintain DOT(WA) on top of our work commitments and personal lives, particularly when we have vacancies in key positions such as Email Coordinator.

On the DOT(WA) committee in 2015-16, we had

- Chairperson – Fiona Kemp
- Deputy Chairperson – Bec Czaplinska

- Treasurer –Alycia Pitts
- Meetings Secretary –Kirsten Clarke
- Membership Secretary – Jacqui Hunt
- Email Coordinator – Tamara Bushell and Hannah Overheu
- PD Coordinator (national/international PD) – Sam Johnson & Felicity Emery
- PD Coordinator (monthly meetings) –Isabelle Pontre
- Marketing – Vacant
- Website Coordinator – Masha Boskamp
- Research – Jodie Armstrong
- Rural and remote – Hannah Toster
- General Committee member- Helena Blackley

Fiona Kemp
DOT(WA) Chairperson

OT Associations Report

DOT(WA) has continued to remain an affiliated interest group under the banner of the “Paediatric Interest Group” within WA Occupational Therapy Association. This has allowed DOT(WA) to submit monthly reports that are included in the WA OT Association newsletter. This has brought interest from new members to enquire about joining DOT(WA).

DOT(WA) were represented at the WA OT Association AGM and closely liaises with them. Contact via their administrator has allowed DOT(WA) to give clinical guidance on issues that arise from other health professionals and be involved in new working parties. From this liaison with WA OT Association, DOT(WA) has established a working party looking at the assessment and diagnostic process of Developmental Coordination disorder, dyspraxia and dysgraphia. Links have also been made with WA OT Association working party looking at new graduate OT's. DOT(WA) has been able advertise WA OT Association workshops via their newsletter and through the monthly meetings.

This year DOT (WA) has contacted OT Australia to look at how we can link with the national network. After changes in staff into with OT Australia, we are now just starting to develop a connection with them and are looking to foster this further in the future.

Bec Czaplinska
DOT(WA) Deputy Chairperson

Membership Report

DOT(WA) continues to have a solid membership base with frequent queries from people keen to join the interest group. As per the constitution, membership continues to be available only to occupational therapists or occupational therapy students who currently reside in Western Australia.

Membership number for the past financial year (2015/2016) have remained high and there is currently approximately 293 registered members. Unfortunately, membership access has been problematic at various times throughout this financial year and we believe this has caused our membership is lower than previous years. In particular, difficulties with the membership module on our website (<http://dotwa.org.au/>) has meant that members are currently unable to renew for this financial year i.e. 2016/2017.

Membership fees have remained the same as previous years:
\$50 full price (including OTs and students), or
\$45 if also registered with the WA Occupational Therapy Association.

Due to the aforementioned website problems, the renewal period has not yet commenced. Current members will continue to receive e-mails, be granted access to the membership sections of the website and will be informed when the website issues are resolved and DOT(WA) is able to process new memberships and membership renewals.

Jacqui Hunt
DOT(WA) Membership Secretary

Finance Report

In the 2015-16 financial year, DOT(WA) has seen a profit again. This year's income was primarily from membership fees, PD income and the grant we received from NGCS for the "Early Skills for Living and Learning Handouts". Costs are mainly due to professional development, insurance and the research grant.

It must be noted however that payment for the Therapeutic Listening PD were mainly made this financial year, despite it being held in the previous financial year; so if we exclude that, the PD run this year actually made approximately \$6000.

We continue to run most of DOT(WA)Inc's finances electronically, with electronic payments preferred as these are less labour intensive, result in faster payments and banking and make account keeping easier. PayPal continues to be a valuable service as it allows automatic online payments, people can use their credit cards and it is easy for us to track and issue refunds.

During the 2015-16 year we had the 2014-15 financial records audited. There were no issues raised by the accounting firm used. Following the audit and some software issues, we will look and see if there is better invoicing/accounting software that we can use in the future.

Alycia Pitts
DOT(WA) Treasurer

Overview of DOT(WA) Finances

OPENING BALANCE	Cheque account (306-051 0195086):	\$3,627.10
	Telenet Saver (302-162 0409357):	\$112,382.10
	Paypal:	\$2,363.04
	Total:	\$118,372.24

CLOSING BALANCE	Cheque account (306-051 0195086):	\$2,374.76
	Telenet Saver (302-162 0409357):	\$142,390.27
	Paypal:	\$237.89
	Total:	\$145,002.92

INCOME

Interest:	\$1,908.17
Professional Development:	\$15,985.00
Membership:	\$14,050.00
OT Association:	\$200.00
Play & Learning Handout:	\$134.00
Education Department Grant:	\$27,400.00
Total:	\$59,677.17

EXPENSES

PayPal Fees:	\$500.15
Professional Development:	\$24,192.41
Website:	\$640.00
Survey Monkey:	\$228.00
Research Grant:	\$2,500.00
Library:	\$131.35
Insurance:	\$3,390.74
Gifts, Prizes & Donations:	\$943.84
Mentoring:	\$0.00
Association Memberships:	\$360.00
Play & Learning Handout:	\$0.00
OT Week:	\$0.00
Meetings:	\$160.00
Stationary:	\$0
Total:	\$33,046.49

TOTAL PROFIT: \$26,630.68

DOT(WA) Finance Three Year Comparison

<u>Income:</u>	2015-2016	2014-2015	2013-2014
Interest	\$1,908.17	\$2,193.92	\$2,008.89
Professional Development	\$15,985.00	\$14,300.00	\$25,745.00
Membership	\$14,050.00	\$16,985.00	\$15,325.00
OTA(WA)	\$200.00	\$0.00	\$0.00
Play & Learning handouts	\$134.00	\$160.00	\$725.00
Education Dept grant	\$27,400.00	\$0	\$0
TOTAL	\$59,677.17	\$33,688.92	\$43,803.89
<u>Expenses:</u>			
Bank Fees	\$0.00	\$0.00	\$0.00
PayPal Fees	\$500.15	\$499.34	\$477.66
Website	\$640.00	\$3,730.00	\$6,800.00
Library	\$131.35	\$0.00	\$120.00
Gifts/awards/prizes/donations	\$943.84	\$1,841.22	\$1,370.40
Stationary	\$0.00	\$904.32	\$0.00
IT	\$0.00	\$886.05	\$343.79
Insurance	\$3,390.74	\$2,390.00	\$2,396.14
Meetings expenses		\$241.20	\$197.54
NGCS Project (Play & Learning handout)	\$160.00	\$0.00	\$0.00
Professional Development	\$24,192.41	\$4,581.84	\$17,763.71
Clinical Project Grants	\$2500.00	\$2,500.00	\$0.00
OT Week	\$0.00	\$0.00	\$393.19
OT Association Memberships	\$360.00	\$710.00	\$391.00
Mentoring	\$0.00	\$0.00	\$150.34
Miscellaneous (Survey Monkey)	\$228	\$240.11	\$0.00
	\$33,046.49	\$18,524.08	\$30,403.77
Total for the year:	\$26,630.68	\$15,114.84	\$13,400.12