



2011

Annual Report

1 April 2010 – 31 March 2011



**MEDICAL LABORATORY
SCIENCE BOARD**

TE POARI MĀTAI ORANGA



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Governance

PURPOSE AND MISSION

The Medical Laboratory Science Board (the Board) is one of sixteen New Zealand health regulation 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 regard to the profession of medical laboratory science. In 2010 the Board agreed to accept regulatory responsibility of another health profession – anaesthetic technology. The Parliamentary procedures required to effect this change were still in progress at the close of the 2010-2011 business year.

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 laboratory science are competent and fit to practise.

THE BOARD'S FUNCTIONS

In accordance with Section 118 of the Health Practitioners Competence Assurance Act (2003), the Board is responsible for fulfilling a number of functions:

1. To prescribe the qualifications required for scopes of practice within the profession of medical laboratory science, and, for that purpose, to accredit and monitor educational institutions and degrees, courses of studies, or programmes.
2. To authorise the registration of medical laboratory scientists and medical laboratory technicians under the Act, and to maintain registers.
3. To consider applications for annual practising certificates.
4. To review and promote the competence of medical laboratory scientists and technicians.
5. To recognise, accredit, and set programmes to ensure the ongoing competence of medical laboratory scientists and technicians.
6. To receive and act on information from health practitioners, employers, and the Health and Disability Commissioner about the competence of medical laboratory scientists and medical laboratory technicians.
7. To notify employers, the Accident Compensation Corporation, the Director-General of Health, and the Health and Disability Commissioner that the practice of a medical laboratory scientist or technician may pose a risk of harm to the public.

8. To consider the cases of medical laboratory scientists or technicians who may be unable to perform the functions required for the practice of the medical laboratory science profession.
9. To set standards of clinical competence, cultural competence, and ethical conduct to be observed by medical laboratory scientists and medical laboratory technicians.
10. To liaise with other authorities appointed under the Act about matters of common interest.
11. To promote education and training in the profession of medical laboratory science.
12. To promote public awareness of the responsibilities of the Board.

MEDICAL LABORATORY SCIENCE BOARD MEMBERS



Back Row (left to right): Dr David Stephens, Don Mikkelsen, Helen Walker, Christine Hickton, Kathy Hill, Chris Kendrick
Front Row (left to right): Professor Brett Delahunt, Sue Carnoutsos (Chair), Bruce Dove (Deputy Chair), Laurie Manley

Sue Carnoutsos continued in her role of chairing the Board in 2010. Sue was first appointed to the Board in 2003. A registered and practising medical laboratory scientist, Sue is the Operational Development Facilitator for Canterbury Health Laboratories in Christchurch. In 2010-2011 Sue convened the Board's Finance Audit and Risk Committee. In 2010 Sue was the Chair of the Medical Sciences Secretariat Board of Directors.



Bruce Dove has been a member of the Board both prior to and since the implementation of the HPCA Act in 2003. In 2011 Bruce continued in his role as the Board's Deputy Chair. Bruce is a registered and practising medical laboratory scientist and is the Manager of the Microbiology Department at Diagnostic Medlab in Auckland. In 2010-2011 Bruce was convener of the Board's Accreditation Committee.

Professor Brett Delahunt has been a member of the Board both prior to and since the implementation of the HPCA Act in 2003. He is Professor of the Department of Pathology and Molecular Medicine at the Wellington School of Medicine and Health Science (University of Otago) and Adjunct Professor of Biological Sciences at Victoria University (Wellington). In 2010-2011 Brett convened the Board's Professional Standards Committee. Brett was nominated as the second Board representative on the Medical Sciences Secretariat Board of Directors in 2010.

Chris Kendrick was appointed to the Board in 2006. Chris is Senior Lecturer in Haematology and Transfusion Science at Massey University in Palmerston North. He is a registered medical laboratory scientist and holds a current practising certificate. In 2010-2011 Chris convened the Board's Recertification and Competence Committee.

Laurie Manley was appointed to the Board in 2006. A registered and practising medical laboratory technician, Laurie works in the endocrinology laboratory at Christchurch Hospital. In 2010-2011 Laurie was a member of the Board's Registrations Committee, and the Recertification and Competence Committee.

Christine Hickton was appointed to the Board in June 2010. A registered and practising medical laboratory scientist, Christine is the Quality Manager for Point of Care of Testing and the Assistant Laboratory Manager at Hawkes Bay Hospital. In 2010-2011 Christine joined the Board's Accreditation Committee.

Don Mikkelsen was appointed to the Board in June 2010. A registered and practising medical laboratory scientist, Don is responsible for managing all operational activities of the New Zealand Blood Service. In 2010-2011, Don convened the Board's Registrations Committee.

David Stephens was appointed as a lay member of the Board in June 2010. David has a background in law, biological science and iwi affairs, and has over 20 years experience in private legal practice. He is currently working as a private consultant in business management and environmental management. In 2010-2011 David was a member of the Board's Professional Standards Committee.



Kathy Hill was appointed to the Board in June 2010 as a lay member. Kathy has extensive community links through various volunteer activities as well as being self-employed in past years. In 2010-2011 Kathy joined the Board's Recertification and Competence Committee.

Helen Walker was appointed as a lay member of the Board in June 2010. Helen has held governance positions for a range of community-based organisations and with her husband runs a successful farming operation in the Hawkes Bay. In 2010-2011 Helen was a member of the Board's Finance Audit and Risk Committee.

Ross Anderson, a registered medical laboratory scientist, did not seek re-appointment to the Board at the end of his term of office. Ross continued with his Board membership until a replacement was appointed in June 2010. The Board acknowledges the valuable contributions Ross made during his years of serving the Board.

Shirley Gainsford, a registered medical laboratory scientist, tendered her resignation as a member of the Board in April 2010. Shirley had been a member of the Board for several years and her contributions were highly valued.

Three lay members, **Kura Denness, Esther Cowley-Malcolm, and Wendi Wicks**, were not re-appointed to the Board at the end of their terms of office. They continued with their Board membership until the appointments of three other lay members were made in June 2010. The Board extends its thanks to Kura, Esther and Wendi for their contributions during their time with the Board.



CHAIRPERSON'S REPORT

The 2010/11 period was one of challenge, consolidation and discovery for the Medical Laboratory Science Board. Five new Board members were appointed by the Minister of Health and this, together with the retirement of two senior professional Members saw the challenge of initiation and knowledge transfer. This was achieved in an extremely timely manner and I am grateful for the appointments of such knowledgeable and focussed individuals. Our new lay members are Kathy Hill, Helen Walker and Dr David Stephens, while our new professional members are Christine Hickton (Hawkes Bay) and Don Mikkelsen (Auckland). Professor Brett Delahunt was re-appointed as the Pathologist representative.

As a Regulatory Authority (RA) our aim is to fulfil legislative responsibilities for the people of New Zealand. To ensure this requirement is met we meet with and maintain regular links with the tertiary training institutions and the profession. The Board also actively participates in the activities of the Health Regulatory Authorities of New Zealand (HRANZ) while also developing and fostering proactive links with the Ministry of Health and Health Workforce New Zealand. The Chair and Deputy also meet with the Minister of Health to relay any concerns within the sector.

One such concern in 2010 was the proposed closure of the Massey training route and the imminent loss of the Bachelor of Medical Laboratory Science, Graduate Diploma of Science bridging course and the Masters programme in Medical Laboratory Science. The strength of feeling around the country to the potential demise of this valuable workforce training was commendable and resulted in a retraction and modification of the original proposal which allows for continuation of the courses beyond 2012.

An approach in 2010 by a group representing the Anaesthetic Technician workforce heralded a period of discovery for the Board. This group, composed of professional bodies aligned to the Anaesthetist and Anaesthetic Technician workforce, had been charged by the Minister with the task of finding an accommodating RA to provide integration and support within the legislative framework of the Health Practitioners Competence Assurance Act (the Act) 2003. This challenge was met head-on by the Board with the able support of Mary Doyle as Project Manager. While the work will be on-going through 2011 much of the groundwork has been completed within the 2010/11 year and has thus provided a stable base for the future registration of the Anaesthetic Technician workforce in New Zealand. It should be noted that this is the first time that a completely separate profession has been fully integrated into an existing RA. The Medical Laboratory Science Board looks forward to the formalisation of this partnership in 2011/12.

Of note in 2010 was the increase in Competence Reviews undertaken by the Board. While history contains only a few such cases there had been none prior to 2010 under the current legislation and it has been a learning curve to all involved in interpreting the relevant section(s) of the Act. While noteworthy, it is also evidence that the Act is working as intended and our profession is stronger for the legislative support that it implies.

A re-build of our website was completed along with consolidation of our business practice and delegations authority. As an entity we are constantly strengthening our governance capability. The support of our CEO/Registrar Mary Doyle and her team at Medical Sciences Secretariat (MSS) is thus greatly appreciated as they work to a business model designed to provide on-going operational excellence.

Finally I would like to thank all members of the Board for their support and contribution to the business of the Board and the profession over the previous 12 months



Sue Carnoutsos
Chair of the Medical Laboratory Science Board

BOARD MEETINGS

In 2010-2011 the Board held three meetings:

Board Members	8 July 2010	18-19 November 2010	10 February 2011
Sue Carnoutsos	Yes	Yes	Yes
Brett Delahunt	Yes	Yes	Yes
Bruce Dove	Yes	Yes	Apology
Christine Hickton	Yes	Yes	Yes
Kathy Hill	Yes	Yes	Yes
Chris Kendrick	Yes	Yes	Yes
Laurie Manley	Yes	Yes	Yes
Don Mikkelsen	Yes	Yes	Yes
David Stephens	Apology	Yes	Yes
Helen Walker	Yes	Yes	Yes

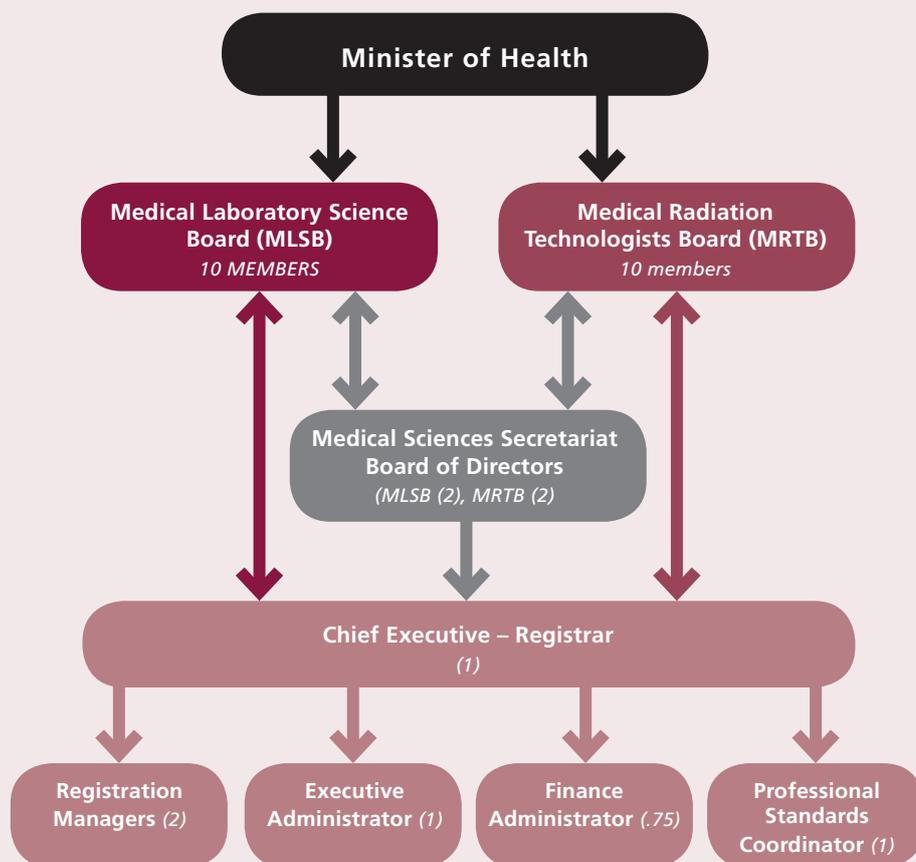
BOARD FEES

Board members are remunerated at the following rates:

Position	Fee
Chairperson	\$25,000 annual honorarium
Board Member	\$600 day / \$75 hour



ORGANISATIONAL FRAMEWORK



The Board has ten members who are appointed by the Minister of Health for up to a 3-year term. Members have the ability to apply for re-appointment to serve a maximum of three consecutive 3-year terms (9 years) with the Board. Within the framework of the Act the first term of office for all Medical Laboratory Science Board members began in September 2003.

The Board works very closely with another RA, the Medical Radiation Technologists Board with whom they set up a jointly-owned company, Medical Sciences Secretariat (MSS). MSS provides both Boards with business support services including research and policy analysis and advice. This partnership arrangement has allowed the Boards to contain costs and achieve operational synergies including consistency in the formulation and delivery of health regulation policy.



MANAGING BUSINESS PRIORITIES IN 2010-2011

In 2010-2011 the Board formulated a three-year strategic plan. *Strategic Directions 2010 - 2013* documents the strategic goals and strategies to be undertaken by the Board over the three year period from April 2010 through to March 2013 to fulfil its responsibilities under the Health Practitioners Competence Assurance Act 2003. It provides the Board with a foundation for looking forward and on which future strategic plans can be built. *Strategic Directions 2010-2013* can be accessed through the Board's website at www.mlsboard.org.nz

Information Technology Development

Following the launch of its new-look website in April 2011, the Board has made further investment into developing its information technology capability. This next phase of development has focused on building enhanced interactive functions through the website to enable practitioners to change their contact details online, and the provision of a secure portal for Board members. Work also commenced on the development of an online facility that will allow practitioners to renew their annual practising certificates online and this is expected to be in place by January 2012 in readiness for the renewal of 2012-2013 annual practising certificates. Registration applications will also be able to be managed online from early 2012.

The Board has managed all of its information technology developments in partnership with the Medical Radiation Technologists Board which has allowed them to purchase a good quality product at a reduced cost.

Policy Development

In the 2010 annual report we reported on the work undertaken to review and collate all Board policies and procedures into an integrated framework. This framework has proved to be invaluable in assisting Board members and staff in applying consistent principles and processes to core activities. An ongoing review process is in place to ensure these core documents are current to reflect the functions and responsibilities of the Board.

An Extension of the Board's Regulatory Responsibility

In recognition of the potential for risk of harm to the public caused by practitioners working in the area of anaesthetic technology, the New Zealand Anaesthetic Technicians Society (NZATS) campaigned for a number of years to have the profession of Anaesthetic Technology included under the statutory requirements of the Health Practitioners Competence Assurance Act 2003 (the Act).

While Cabinet agreed that the profession of anaesthetic technology meets the requirements for registration under the Act, they advised that, in alignment with government policy to contain the financial impact of health regulation, regulation would need to be managed from within an existing health RA.



In response to the directive from government, NZATS liaised with a number of RA's to gauge interest in working with NZATS to progress the registration and recertification of anaesthetic technicians.

NZATS began discussions with the Medical Laboratory Science Board and its colleague RA, the Medical Radiation Technologists Board in 2007. When final Ministerial agreement was reached in 2010 that the profession of anaesthetic technology meets the requirements for registration under the Act, both Boards reiterated their support of assisting NZATS with the future regulation of the profession.

In November 2010 the Medical Laboratory Science Board acknowledged the potential risks posed by the practice of anaesthetic technology and unanimously agreed to extend its regulatory role and functions to ensure New Zealanders' health and safety is protected in regard to this profession. Consequently the Board agreed to accept responsibility for regulating two distinct health professions: 1) medical laboratory science; and 2) anaesthetic technology.

Following consultation with both the medical laboratory science and anaesthetic technology professions, the Board submitted a recommendation to Cabinet that the Board be re-named as the *Medical Sciences Council of New Zealand – Te Kaunihera Putaiao Hauora o Aotearoa*. At the 31st March 2011 Parliamentary processes to agree and effect this name change and to include the profession of anaesthetic technology under the Act were still in progress.

In the meantime the Board appointed an Anaesthetic Technicians Advisory Committee to advise on the development of the registration and recertification frameworks for the profession of anaesthetic technology. This work is still progressing.

ANAESTHETIC TECHNICIANS ADVISORY COMMITTEE

Member	Position	Professional Affiliation
Karen Bennett	Charge Anaesthetic Technician	Past President – New Zealand Anaesthetic Technicians Society
Michele Peck	Anaesthetic Technician Educator	President – New Zealand Anaesthetic Technicians Society
Dr Malcolm Stuart	Medical Anaesthetist	New Zealand Anaesthetic Technicians Society (Australian and New Zealand College of Anaesthetists representative)
Dr Andrew Warmington	Medical Anaesthetist	New Zealand Anaesthetic Technicians Society (New Zealand Society of Anaesthetists representative)
Mary Doyle	CEO/Registrar Medical Laboratory Science Board	

BOARD COMMITTEES

The Board has a number of standing committees who have delegated authority to oversee many of its ongoing functions as well as progressing specific business improvement initiatives as set out in the Board's *Strategic Directions 2010 – 2013* document.

Committee	Membership April–June 2010	Membership July–March 2011	Function
Registrations	<p>Convener Ross Anderson</p> <p>Members Laurie Manley Sue Carnoutsos Brett Delahunt</p>	<p>Convener Don Mikkelsen</p> <p>Members Laurie Manley Sue Carnoutsos Brett Delahunt</p>	<ul style="list-style-type: none"> • Consider all registration applications from holders of non-prescribed/ non-approved qualifications • Coordinate reviews of the scopes of practice • Evaluate all non-prescribed qualifications • Develop and review relevant policies
Recertification and Competence	<p>Convener Chris Kendrick</p> <p>Members Laurie Manley Wendy Wicks</p>	<p>Convener Chris Kendrick</p> <p>Members Laurie Manley Kathy Hill</p>	<ul style="list-style-type: none"> • Monitor the issue of annual practising certificates • Approve conditions on scopes of practice • Review recertification programme audits and oversee any required follow-up • Review recertification programmes for Board approval • Develop and review relevant policies
Professional Standards	<p>Convener Brett Delahunt</p> <p>Members Wendy Wicks</p>	<p>Convener Brett Delahunt</p> <p>Members David Stephens</p>	<ul style="list-style-type: none"> • Oversee the management of all complaints including notifications and actions in regard to competence, health, and conduct • Develop and review relevant policies
Accreditation	<p>Convener Bruce Dove</p> <p>Members Esther Cowley-Malcolm</p>	<p>Convener Bruce Dove</p> <p>Members Christine Hickton</p>	<ul style="list-style-type: none"> • Represent the Board at education forums • Oversee accreditation process of prescribed qualification programmes • Develop and review relevant policies
Finance Audit and Risk	<p>Convener Kura Denness</p> <p>Members Sue Carnoutsos Mary Doyle</p>	<p>Convener Sue Carnoutsos</p> <p>Members Helen Walker Mary Doyle</p>	<ul style="list-style-type: none"> • Monitor the Board's financial performance • Liaise with the CEO on administration and financial issues • Develop and review relevant policies



The Board would to thank Ross Anderson for his continued support to the Registrations Committee following his termination of office with the Board. His advice and assistance during the early months of new Board members becoming familiar with registration-related issues was invaluable.

BOARD MEMBERS' PROFESSIONAL DEVELOPMENT

In 2010 Buddle and Findlay once again offered a series of educational workshops relating to core sections of the Health Practitioners Competence Assurance Act 2003 and the Board paid for a number of members to attend these in accordance with its annual budgetary allowance for members' professional development.

Eight members attended the Buddle Findlay workshop on *Good Decision Making*, five members attended the *Registrations and Practising Certificates* workshop, and four members attended the workshop on *Competence Health and Conduct*.

While the Board allocated funds to pay for expenses for the Board Chair and a MSS staff member to attend the annual conference of the New Zealand Institute of Medical Laboratory Science, unfortunately these arrangements had to be cancelled due to the impact of widespread industrial action in many New Zealand medical laboratory science laboratories.

Secretariat

CEO/REGISTRAR REPORT

Medical Sciences Secretariat (MSS) is a New Zealand registered company jointly owned by the Medical Laboratory Science Board and the Medical Radiation Technologists Board. While the Boards are separate regulatory authorities responsible for administering the Health Practitioners Competence Assurance Act 2003 in respect of their relevant professions, they have instituted a collaborative framework within which they deliver their legislative responsibilities. A cornerstone of the establishment of the Secretariat was a commitment to building synergies between the two Boards in respect of their governance and operational activities. Managing the operations of the Boards within the most cost-effective framework was a primary consideration when looking to establish an appropriate organisational structure.

The Secretariat receives governance support and direction from a four-member Board of Directors who are nominated and mandated delegated authorities by their respective Boards. Service delivery is managed through a Chief Executive and in 2009 both Boards agreed to combine the Chief Executive and Registrar roles into one position.

MSS has a team of 5.75 FTE staff who provide business support services, including policy research and advice, to the two Boards. All staff are employed on the basis of generic functions and thereby work across each of the Boards in alignment with those functions. For example, the CEO/Registrar role is a single position that provides Registrar services to both Boards as well as managing the operations of the Secretariat.

All registration and annual practising certificate applications are managed by two Registrations Managers. Sherly Adie and Nicky Wilson worked together and in consultation with the respective committees from each Board to manage a total of 639 new registration applications, and the issue of 5653 annual practising certificates. In March 2011 Nicky Wilson resigned from her position with MSS and Lana Guest joined the team in a Registrations Manager role.

At the beginning of 2011 Jenny Lee became a permanent member of the MSS staff team. As the Professional Standards Coordinator Jenny is responsible for managing all notifications received by both Boards in respect of competence, health, and/or conduct concerns about the practice of registered practitioners. She also assists both Boards with the management of accreditation processes for education providers.

Claire Lovewell provides administrative and hospitality support to both Boards in respect of their meetings as well as administrative support to the CEO/Registrar. Claire takes a lead role in managing the Secretariat's filing systems.



Management of the financial processes for both Boards is the primary responsibility of Beverley Irvine, and considerable work was undertaken by Beverley during the 2010-2011 business year to consolidate a number of improvements to the financial systems and processes.

In 2010 the MSS Board of Directors, supported by their respective Boards, agreed to seek alternative office premises for the MSS operations. This was in response to a notification that the building containing the premises had been identified as an earthquake risk, and in light of the devastation caused by the Christchurch earthquakes. The MSS team took on the challenge to find affordable office accommodation that would meet the improved building standards in respect of earthquake safety. In December 2010 an agreement was signed to lease new premises in Manners Street of Wellington, effective from 1 April 2011.

I would like to take this opportunity to acknowledge the gains achieved by the MSS staff team over the 2010-2011 business year. Meeting the needs of two separate Boards presents a number of challenges. The team has worked conscientiously and systematically to align its daily operations with the philosophical backbone of MSS, that is, to maximise operational synergies across both Boards as well as meeting the unique business priorities of each Board, ensuring both sustainability and affordability.

My thanks also to the MSS Board of Directors, the Medical Laboratory Science Board and the Medical Radiation Technologists Board. Your visionary leadership has been invaluable in supporting the MSS team's achievements in providing a shared secretariat service.

Mary Doyle
CEO/Registrar

Registrations and Practising Certificates

SCOPES OF PRACTISE

The Board has defined two scopes of practice for registration in the profession of medical laboratory science:

- Medical Laboratory Scientist; and
- Medical Laboratory Technician

Following a consultation process that commenced in 2009, the Board adopted the following revised definition of the profession of medical laboratory science in 2010:

Medical Laboratory Science is the investigation and laboratory analysis of samples of human origin for the purpose of supporting patient diagnosis, management and treatment and for the maintenance of health and wellbeing. These practices are performed in compliance with the Code of Competencies and Standards for the Practice of Medical Laboratory Science in New Zealand. Ancillary tasks also included under this definition include:

- *Blood component manufacturing and issue*
- *Collection of samples for diagnostic investigations*
- *Medical laboratory management*
- *Medical laboratory science related research and development*
- *Medical laboratory science teaching.*

ACCREDITATION

The Board has approved the Bachelor of Medical Laboratory Science (BMLSc) degree as the prescribed qualification for the purpose of registration in the scope of practice of medical laboratory scientist. In 2010-2011 this 4-year degree was offered by three New Zealand universities:

- Auckland University of Technology
- Massey University
- University of Otago

The Board undertakes ongoing reviews of the BMLSc course of study and in 2010 conducted a 6-yearly review of the BMLSc degree offered by the University of Otago. This included reviewing documentation and educational processes, a site visit, and interviewing university management personnel, teaching staff, students, and practitioners from the medical laboratory science profession. As a result of this review the BMLSc degree at the University of Otago was granted accreditation for a further 6-year period through to December 2016.



Satisfactory annual reports were received from both the Auckland University of Technology and Massey University in respect of the BMLSc degree programme for 2010.

In 2010 the Board viewed with extreme concern advice received from Massey University of its intention to phase out offering the BMLSc programme of study, effective from 2012. This decision would impact not only on the BMLSc but other associated study programmes, namely the Graduate Diploma in Science and the Master in Medical Laboratory Science. The Board was of the opinion that the demise of the Graduate Diploma in Science would have significant impact on providing an alternative pathway to registration as a medical laboratory scientist especially as the Massey programme is the only one currently offered as an extramural study option. At the close of the 2011 business year, the Board was continuing discussions on the impact of Massey University's decision.

The Board has approved three programmes of study offered by the New Zealand Institute of Medical Laboratory Science for the purpose of registration in the scope of practice of medical laboratory technician, including medical laboratory technician (phlebotomy only) and medical laboratory technician (donor technician only):

- Qualified Medical Laboratory Technician Certificate (QMLT)
- Qualified Phlebotomist Technician Certificate (QPT)
- Qualified Donor Technician Certificate (QDT)

The Board received satisfactory annual reports in respect of the above qualification programmes for 2010.

NEW REGISTRATIONS

Between 1 April 2010 and 31 March 2011 the Board received 323 applications from persons wanting to be registered either as a medical laboratory scientist or a medical laboratory technician. 297 of these applications were approved and 9 declined due to the applicants not meeting the entry level registration requirements. Of the remaining 17 applications, 1 was withdrawn and 16 applications were still being processed as at 31 March 2011.

Of the 297 registrations approved (excluding applications for the Graduate Diploma in Science), 35% were for the scope of practice of medical laboratory scientist and the remaining 67% were for the medical laboratory technician scope of practice. New Zealand graduates accounted for 50% of the total number of registrations approved in 2010-2011. The remaining 50% of approved registrations were for overseas-trained practitioners.

Table 1: Applications for Registration

	HPCAA Section	Number Applications Received	Outcomes		
			Registered	Registered with Conditions	Not Registered
Total		323	297		26
Reasons for non-registration					
Communication including English language requirements	16(a) 16 (b)				
Conviction by any court for 3 months or longer	16 (c)				
Mental or physical condition	16 (d)				
Professional disciplinary procedure in NZ or overseas, otherwise under investigation	16 (e) (f) (g)				
Other – danger to health and safety	16 (h)				
Qualifications not equivalent					9
Application still in progress					16
Application withdrawn					1

Registration Applications from Overseas-Trained Practitioners

Overseas-trained practitioners applying for registration in the scope of practice of medical laboratory scientist came from a total of 17 different countries. Of these, 19% came from the United Kingdom and Ireland, 15% from Australia, 12% from India, and 7% from the United States of America. The remaining 47% of overseas-trained applicants (medical laboratory scientist) came from a combination of other overseas countries.

Of the 111 registration applications approved for overseas-trained medical laboratory technicians 58% came from the Philippines, 18% from India, 3% from South Africa and 3% from Iran. The remaining 18% of overseas-trained applicants (medical laboratory technician) came from 17 different countries.

Graduate Diploma Route to Registration as a Medical Laboratory Scientist

Registered medical laboratory technicians are offered a pathway to train towards medical laboratory scientist registration through undertaking a Board-approved two-year study programme, the Graduate Diploma of Science. The academic requirements of the programme are offered through the Auckland University of Technology as an on-campus course, and



through Massey University as a distance learning study programme. Applicants also require evidence of support from their employing laboratory to undertake the clinical components of the course.

During 2010-2011 the Board approved 9 applicants to enrol in the Graduate Diploma in Science programme.

ANNUAL PRACTISING CERTIFICATES

Practitioners registered with the Board can hold an annual practising certificate (APC) as either a medical laboratory scientist or as a medical laboratory technician. In 2010-2011 the Board issued 1685 annual practising certificates to medical laboratory scientists and 1498 annual practising certificates to medical laboratory technicians. A further 103 annual practising certificates were issued with conditions (62 for scientists and 41 for technicians).

Table 2: Applications for an Annual Practising Certificate

	HPCAA Section	Number Applications Received	Outcomes			
			APC Issued	APC with Conditions	Interim Practising Certificate	No APC Issued
Total		3286	1685: Scientist 1498: Technician	62: Scientist 41: Technician		
Reasons for non-registration						
Competence		27 (1) a				
Failed to comply with a condition		27 (1) b				
Not completed required competence programme satisfactorily		27 (1) c				
Recency of practice		27 (1) d				
Mental or physical condition		27 (1) e				
Not lawfully practising within 3 years		27 (1) f				
False or misleading application		27 (3)				

Competence and Fitness to Practise

PERFORMANCE

in 2010-2011 the Board received 11 notifications that raised concerns about the competence of medical laboratory science practitioners. Of these, 4 related to medical laboratory scientists and 7 were in respect of medical laboratory technicians. Following investigation, 6 competence reviews were undertaken while the remaining 5 notifications required no further action.

Table 3: Competence Referrals

Source	HPCAA Section	Number of Practitioners
Health Practitioner (under RA)	34 (1)	
Health and Disability Commissioner	34 (2)	
Employer	34 (3)	11
Other		
Total		11

Table 4: Outcomes of Competence Referrals

Outcomes	HPCAA Section	Numbers of Practitioners			
		Existing	New	Closed	Still Active
(Total number) initial enquiries	36		11		
No further action				5	
Notification of risk of harm to public	35				
Orders concerning competence	38			2	
Interim suspension or conditions	39			4	
Competence programme	40				
Recertification programme	41				
Unsatisfactory results of competence programme	43				

RECERTIFICATION/CONTINUING COMPETENCE

All practising medical laboratory scientists and technicians must provide the Board with evidence of enrolment and satisfactory progress in a Board-approved recertification programme. The Board's recertification programme framework is based on a continuing professional development (CPD) model.

The Board has approved three external providers of recertification programmes for medical laboratory scientists, although current enrolments are with only two of these programmes.



The majority of scientists are enrolled in the New Zealand Institute of Medical Laboratory Science (NZIMLS) Continuing Professional Development (CPD) programme, with a smaller number enrolled in the New Zealand Hospital Scientific Officers Association (NZHSOA) Continuing Education Programme for Scientific Officers and Recertification Programme for Medical Laboratory Scientists. There are currently no practising medical laboratory scientists enrolled in the Australian Institute of Medical Science (AIMS) Australian Professional Acknowledgement Continuing Education (APACE) programme.

A condition of the contractual agreement with each of these providers is that an annual audit of 10% of practitioners enrolled with the respective recertification programme is undertaken. Upon receipt of each audit report the Board follows up as required with individual scientists who have not met the Board's requirements in respect of demonstrating continuing competence through ongoing learning and development activities.

Audit results from the two Board-approved recertification programmes in which scientists are currently enrolled identified 7 individuals who required follow-up from the Board due to not meeting all the requirements of their recertification programme at the time of applying to renew their APC for the 2011-2012 year. All of these enquiries were satisfactorily resolved.

Medical laboratory technicians are required to maintain records of continuing professional activities they engage in. For audit purposes technicians are required to demonstrate they have undertaken a minimum of 8 hours professional development activities each year. An annual audit is conducted by the Board and in 2010 of the 118 technicians audited, 18 required varying degrees of follow-up action.

HEALTH/FITNESS TO PRACTISE

One notification was received about health concerns for one medical laboratory scientist which resulted in the practitioner working under supervision for a specified period of time.

Table 5: Source and number of notifications of inability to perform required functions due to mental or physical (health) condition

Source	HPCAA Section	Numbers of Practitioners			
		Existing	New	Closed	Still Active
Health service	45 (1) a				
Health practitioner	45 (1) b				
Employer	45 (1) c		1		1
Medical officer of health	45 (1) d				
Any person	45 (3)				
Person involved with education	45 (5)				

Table 6: Outcomes of health notifications

Outcomes	HPCAA Section	Number of Practitioners
No further action		
Other medical examination	49	
Interim suspension	48	
Conditions	48	1
Restrictions imposed	50	



Complaints and Discipline

The Board received 5 notifications of convictions, all of which came from the practitioners concerned. 3 of these were in regard to medical laboratory scientists and the other 2 for medical laboratory technicians. 1 notification required no further action due to being outside the 3-month imprisonment criteria of section 67 of the Act.

Table 7: Complaints from various and outcomes

Source	Number	Outcome		
		No Further Action	Referred to Professional Conduct Committee	Referred to Health and Disability Commissioner
Consumers				
Health and Disability Commissioner				
Health Practitioner (under RA)				
Other health practitioner				
Courts notice of conviction	5	1	4	
Employer				
Other				

Table 8: Professional Conduct Committee Cases

Nature of Issue	Source	Number	Outcome
Fraudulent claiming			
Concerns about standards of practice			
Notification of conviction		4	Pending PCC investigation
Theft			
Conduct			
Practising outside scope			
Other			

HEALTH PRACTITIONERS DISCIPLINARY TRIBUNAL

There were no referrals to the Health Practitioners Disciplinary Tribunal in respect of practitioners registered with the Medical Laboratory Science Board in 2010-2011.



Linking with Stakeholders

The Board's primary media for maintaining links with stakeholders is through its website, newsletters, and emails to laboratory managers. Feedback on the re-vamped website has been very positive and Council undertakes regular updates of the informational content to ensure accuracy and currency. The Board meets annually with representatives from each of the education providers of the prescribed qualification programmes and at the 2010 meeting all parties agreed to work collaboratively on resolving a number of issues.



HRANZ Collaborations

The Board continued its participation with the Health Regulation Authorities of New Zealand group throughout 2010-2011, at both strategic and operational levels.

Contact Details

Contact with the Board is through its office at:

Level 7, Sovereign House
34-42 Manners Street
Wellington

Tel: +64 4 801 6250
Registrar: extension 2
Registration Manager: extension 3 or 4

Post all correspondence to:

The Registrar
Medical Laboratory Science Board
PO Box 11 905, Wellington 6142

Fax: (04) 381 0270
Email: mls@medsci.co.nz
Website: www.mlsboard.org.nz

Finance

PKF Martin Jarvie
Chartered Accountants

PKF
Accountants &
Business Advisers

INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF MEDICAL LABORATORY SCIENCE BOARD'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2011

The Auditor-General is the auditor of the Medical Laboratory Science Board (the Board). The Auditor-General has appointed me, Paolo Ryan, using the staff and resources of PKF Martin Jarvie, to carry out the audit of the financial statements of the Board on her behalf.

We have audited the financial statements of the Board on pages 27 to 32, that comprise the statement of financial position as at 31 March 2011, the statement of financial performance and statement of movements in equity for the year ended on that date and the notes to the financial statements that include accounting policies and other explanatory information.

Opinion

In our opinion the financial statements of the Board on pages 27 to 32:

- comply with generally accepted accounting practice in New Zealand; and
- fairly reflect the Board's:
 - financial position as at 31 March 2011 and
 - financial performance for the year ended on that date.

Our audit was completed on 29 August 2011. 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 Board and our responsibilities, 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 International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and carry out our audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

Material misstatements are differences or omissions of amounts and disclosures that would affect a reader's overall understanding of the financial statements. If we had found material misstatements that were not corrected, we would have referred to them in our opinion.

An audit involves carrying out procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgement, including our assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the Board's preparation of financial statements that fairly reflect the matters to which they relate. We consider internal control 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.

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PKF

Accountants &
Business Advisers

An audit also involves evaluating:

- the appropriateness of accounting policies used and whether they have been consistently applied;
- the reasonableness of the significant accounting estimates and judgements made by the Board;
- the adequacy of all disclosures in the financial statements; and
- the overall presentation of the financial statements.

We did not examine every transaction, nor do we guarantee complete accuracy of the financial statements. We have obtained all the information and explanations we have required and we believe we have obtained sufficient and appropriate audit evidence to provide a basis for our audit opinion.

Responsibilities of the Board

The Board is responsible for preparing financial statements that:

- comply with generally accepted accounting practice in New Zealand; and
- fairly reflect the Board's financial position and financial performance.

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

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

Responsibilities of the Auditor

We are responsible for expressing an independent opinion on the financial statements and reporting that opinion to you based on our audit. Our responsibility arises from section 15 of the Public Audit Act 2001 and section 134(1) of the Health Practitioners Competence Assurance Act 2003.

Independence

When carrying out the audit, we followed the independence requirements of the Auditor-General, which incorporate the independence requirements of the New Zealand Institute of Chartered Accountants.

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

Paolo Ryan
PKF Martin Jarvie
On behalf of the Auditor-General
Wellington, New Zealand

Matters relating to the electronic presentation of the audited financial statements

This audit report relates to the financial statements of the Medical Laboratory Science Board (the Board) for the year ended 31 March 2011 included on the Board's website. The Board is responsible for the maintenance and integrity of the Board's website. We have not been engaged to report on the integrity of the Board's website. We accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the website.

The audit report refers only to the financial statements named above. It does not provide an opinion on any other information which may have been hyperlinked to or from the financial statements. If readers of this report are concerned with the inherent risks arising from electronic data communication they should refer to the published hard copy of the audited financial statements as well as the related audit report dated 29 August 2011 to confirm the information included in the audited financial statements presented on this website.

Legislation in New Zealand governing the preparation and dissemination of financial information may differ from legislation in other jurisdictions.

MEDICAL LABORATORY SCIENCE BOARD

Statement of Financial Performance*For the Year ended 31 March 2011*

		2011	2010
	Note	\$	\$
Income			
Registration Fees – Non NZ		45,625	67,538
Registration Fees NZ		22,381	30,746
APC's		455,018	460,009
Interest Received		19,472	11,711
Sundry Income		14,806	2,547
Total Income		557,302	572,551
Less Expenses			
Audit Fees		8,539	4,530
Archiving		108	–
Bank Charges		5,328	6,520
Board Member Fees & Expenses		74,283	64,817
Catering		1,457	3,299
Chartered Accountancy Fees		3,994	4,300
Conference Expenses		5,190	1,000
Examiners Fees		1,275	–
General Expenses		1,158	869
IT		215	1,364
Legal Expenses		16,896	28,958
Postage		1,204	37
Printing & Stationery		10,946	22,596
Professional Fees		30,179	799
MSS Service Charges		318,388	277,439
Safety Costs		815	–
Staff Training		–	529
Telephone, Tolls & Internet		1,954	1,180
Travel – National		36,922	33,801
Total Expenses		518,851	452,038
Net Surplus/(Deficit) For The Year		38,451	120,513

The attached NOTES form part of these Financial Statements.



MEDICAL LABORATORY SCIENCE BOARD

Statement of Movements in Equity

For the Year ended 31 March 2011

		2011	2010
	Note	\$	\$
Opening Equity		388,407	267,894
Net Profit (Loss) for the Year		38,451	120,513
Total Recognised Revenues & Expenses		38,451	120,513
Equity at End of the Year		426,858	388,407

The attached NOTES form part of these Financial Statements.

MEDICAL LABORATORY SCIENCE BOARD

Statement of Financial Position*As at 31 March 2011*

		2011	2010
	Note	\$	\$
Equity			
Retained Earnings	4	426,858	388,407
Total Equity		426,858	388,407
Represented by;			
Current Assets			
Westpac Bank – Government Trading		83,165	692,499
Westpac Bank – Imprest Account		150,000	102,000
Westpac Bank – Business Online		596,689	–
Accounts Receivable		1,340	3,680
Accrued Income		348	1,509
Work in Progress –			
Anaesthetic Technicians Project	5	31,262	–
Medical Sciences Secretariat Limited		25,376	3,110
Medical Radiation Technologists Board		–	37,816
Total Current Assets		888,180	840,614
Non-Current Assets			
Investments in MSS		50	50
Total Assets		888,230	840,664
Current Liabilities			
Accounts Payable		12,527	12,204
GST Due for Payment		39,259	37,164
Income in Advance		409,586	402,889
Total Current Liabilities		461,372	452,257
Net Assets/ (Liabilities)		426,858	388,407

For and on behalf of the Board:

Chairperson:  Date: 29/08/2011Registrar:  Date: 29/08/2011*The attached NOTES form part of these Financial Statements.*



MEDICAL LABORATORY SCIENCE BOARD

Notes to the Financial Statements

For the Year ended 31 March 2011

1. Statement of Accounting Policies

Reporting Entity

The Board is constituted under the Health Practitioners Competence Assurance Act 2003.

These Financial Statements have been prepared in accordance with the Financial Reporting Act 1993.

General Accounting Policies

These financial statements have been prepared in accordance with Generally Accepted Accounting Practice in New Zealand and on the basis of historical cost. Reliance is placed on the fact that the business is a going concern.

Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance and financial position have been applied:

Income Tax: The Board has been granted Charitable Status under the Charities Act 2005 and is exempt from Income Tax.

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

Goods and Services Tax: The financial statements have been prepared on an exclusive basis with the exception of Accounts Receivable and Accounts Payable which include GST.

Annual Practising Certificate Income: Annual Practising Certificate Income is recorded only upon receipt. No Accounts Receivable are recognised and receipts for Annual Practising Certificates issued for the future years are shown as Income Received in Advance.

Differential Reporting: The entity qualifies for differential reporting as it is not publicly accountable and it is not large. The entity has taken advantage of all applicable differential reporting exemptions.

Changes in Accounting Policies

All accounting policies are unchanged and have been consistently applied.

Uncertainty about the Delivery of Office Functions in Future

In February 2011, Health Workforce New Zealand, on behalf of the Minister of Health (the Minister), issued a consultation document proposing a single shared secretariat and office function for all 16 health-related regulatory authorities.

MEDICAL LABORATORY SCIENCE BOARD

Notes to the Financial Statements

For the Year ended 31 March 2011

The proposals, if they proceeded, could have a significant effect on our staff numbers, and our assets and liabilities. We have not quantified the possible effect.

The Minister is expected to report back to Cabinet about the proposals, and Cabinet is expected to make a decision about them, sometime in June 2011. In the meantime, there is uncertainty about whether our office functions in future will be delivered in the same way as they are now.

2. Related Parties

In accordance with SSAP 22 para 5.1(a) and para 5.1(b), the following disclosures are made:

During the year Medical Laboratory Science Board purchased secretariat services on normal trading terms from Medical Sciences Secretariat Limited. Members of the Board of Medical Laboratory Science Board are directors of Medical Sciences Secretariat Limited.

Medical Laboratory Science Board owns 50% of the share capital of Medical Sciences Secretariat Limited. Medical Radiation Technologists Board owns the remaining 50% of the share capital of Medical Sciences Secretariat Limited.

3. Financial Management Agreement

Medical Sciences Secretariat Limited ("MSS") has been established to provide business management support to the Medical Radiation Technologists Board ("MRT") and the Medical Laboratory Science Board ("MLS").

MSS will provide financial management support to both MRT and MLS according to a number of conditions:

1. MSS undertakes not to make a profit from its business partnership with MRT and MLS.
2. Each board will be invoiced monthly for an amount equivalent to the expenses incurred by MSS.
3. GST is charged on these expenses including those that did not originally include GST (e.g. wages).
4. MSS will return GST refunds as a 50-50 split to each board.
5. All MSS expenses will be evenly split and paid between MRT and MLS.
6. At the end of each month and the financial year, MSS will show a nil financial balance on all its operations.



MEDICAL LABORATORY SCIENCE BOARD

Notes to the Financial Statements

For the Year ended 31 March 2011

4. Equity

The following movements in Revenue Reserves have occurred:

Retained Earnings

	2011	2010
	\$	\$
Opening Balance	388,407	267,894
Net Income Earned This Year	38,451	120,513
Closing Balance	426,858	388,407

5. Work in Progress-Anaesthetic Technicians Project

The Medical Laboratory Science Board ("MLS") agreed to accept responsibility for establishing the Anaesthetic Technician Advisory Committee (the "Committee"). MLS will fund the establishment of the Committee from its current reserves, up to a maximum of \$150,000, for a period of up to 9 months. It is expected that costs associated with the establishment phases will be reimbursed upon the inaugural registration of Anaesthetic Technicians, which is expected to happen around the middle of 2011.

6. Commitments

There are no capital or other commitments at balance date (2010: \$nil).

7. Contingent Liabilities

There are no contingent liabilities at balance date (2010: \$nil).