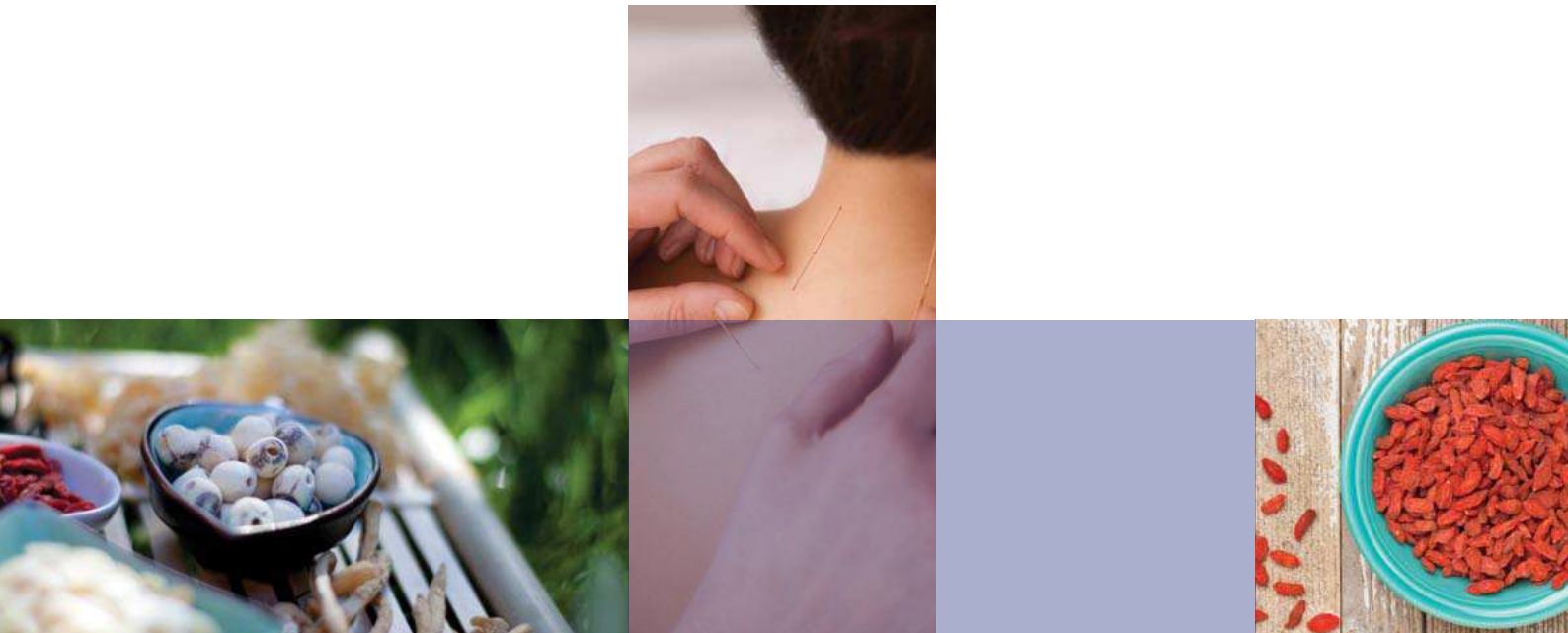




Australian Acupuncture and
Chinese Medicine Association Ltd
ACN 010 020 390

Acupuncture Ethics and Standards
Organisation Ltd
ACN 065 533 762

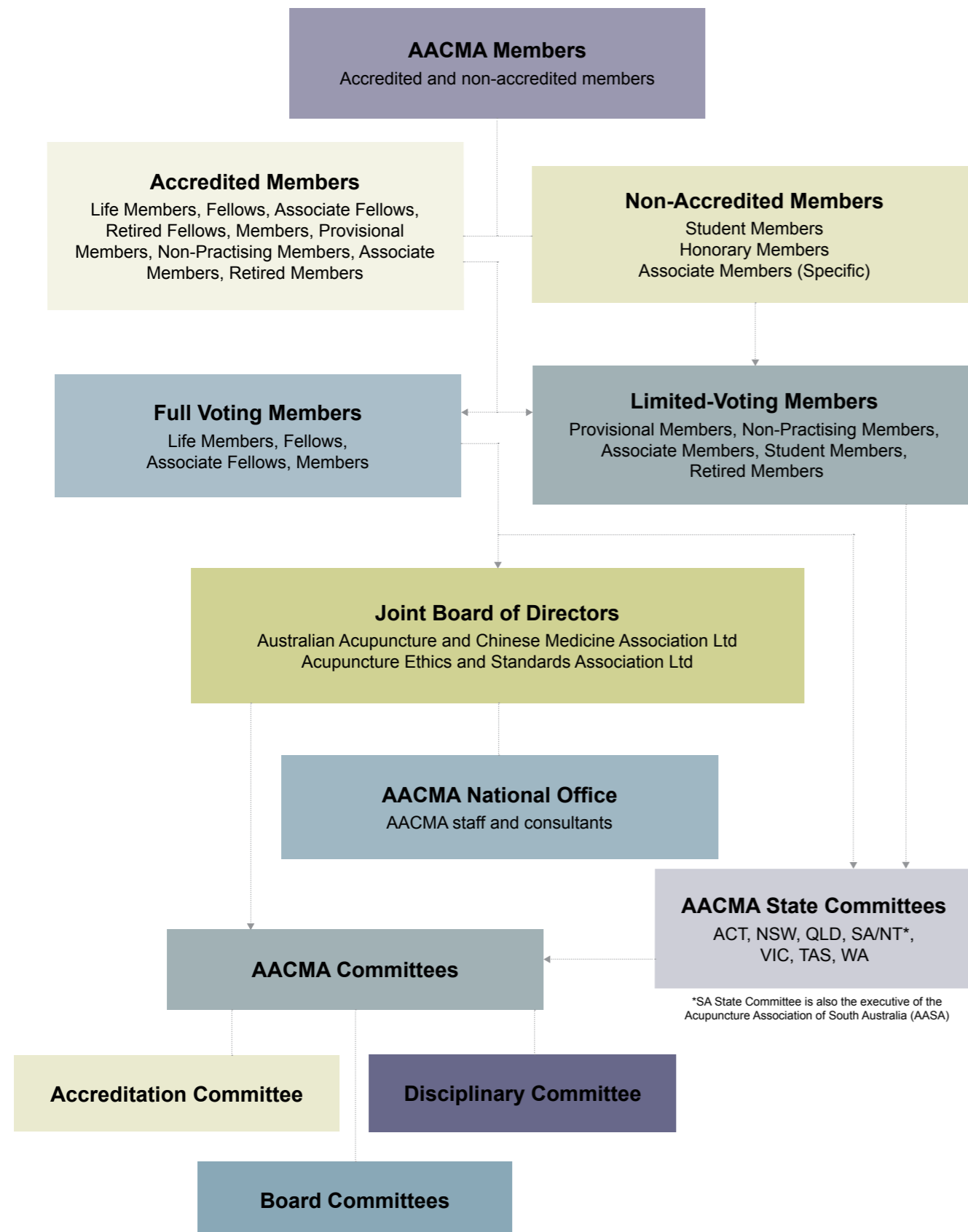


2013 Annual Report



AACMA

Organisational Structure



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President's Report

Richard Li



The peak professional body for Chinese medicine: promoting safety, quality and ethics in practice, serving the members and protecting the public.

THE YEAR IN REVIEW

I am pleased to be able to present this report on behalf of the AACMA Board of Directors for the 2013 calendar year.

This year was of particular significance, as it marked AACMA's 40th anniversary. It was also the first full year with national registration of the Chinese medicine profession in place, and the year AACMA played host to WFAS Sydney 2013 8th World Conference on Acupuncture. This was a monumental occasion and a huge achievement for our organisation.

We welcomed two new Board members at the 2013 Annual General Meeting: Mark Bayley (Queensland) and Xiaodong Yu (Western Australia).

All positions on the Board Executive were re-appointed at the 2013 Annual General Meeting; Walter Simpson as Vice-President, Hong Xu as Secretary, Hoc Ku Huynh as Treasurer and myself as President.

The long-standing CEO, Judy James, departed the position of CEO on 31 December 2013 after nearly twenty years of dedicated leadership. Her resignation in 2011 had been postponed until this date to allow her to continue her expert support during the national registration period and the organisation of WFAS Sydney 2013. With both of these milestones now behind us, we said farewell to Judy with a great deal of gratitude for her outstanding passion and tireless work over the decades.

At the closing ceremony of WFAS Sydney 2013, Judy was awarded Life Membership in recognition of her contribution to the organisation and to the profession. This was the third Life Membership awarded in the history of AACMA.

As always, the Board would like to stress the importance of our members to our organisation. Our very existence depends on your continuing support, and while we anticipated a reduction in membership post national registration, we are grateful for the many members who chose to stay with us and see AACMA through the next phase of TCM history.

I would like to thank our members, our State Committees, and the Board for the hard work and support you have shown during the past year. In particular, I extend my thanks and appreciation to all of the Board members, Walter Simpson, Hong Xu, Hoc Ku Huynh, Waveny Holland, Matt O'Hara, Michael Porter, Zhen Zheng, Mark Bayley and Xiaodong Yu for their hard work and commitment to the board and the association during 2013 and 2014.

I also give special thanks to the members of our State Committees who have tirelessly provided local CPD events for our members. A full list of State Committee members, as of 31 December 2013 is included on the final page.

Last but not least, the Board and I thank Judy James and the AACMA office staff for their outstanding efforts in supporting our goals.

THE YEAR AHEAD

We, the AACMA Board, look forward to another exhilarating year in the field of Chinese medicine and a successful and profitable year for our members.

2014 promises to be a year of opportunity and a refreshed outlook in a number of areas. While the transition between leadership for the first time in twenty years presents many challenges, it also creates great potential for growth and renewal.

In 2013, we were able to lay the groundwork for transitioning our membership database into an on-line hosted environment. This will allow us to begin progressively rolling out new features, allowing members to do many things online which they previously would have had to do by email, Australia post or phone. These include AACMA registration, payment of membership fees, CPD registration for AACMA CPD activities, uploading CPD points and on line product orders. This will save members time and money and also free up AACMA staff so they can concentrate on more complex membership inquiries and development of new member services.

2014 will also see increased use of digital media, including improved digitisation of AACMA publications, online CPD activities and use of mobile applications.

Of course, our annual conference is always a highlight. In 2014, we return to hosting the Australasian Acupuncture

& Chinese Medicine Annual Conference (AACMAC) in Melbourne. As it takes place only six months after WFAS Sydney 2013, it is an excellent opportunity to capitalise on the excitement and energy generated by that event and provide delegates with another stimulating conference weekend.

2013 HIGHLIGHTS

The major highlights for 2013 are outlined below.

National registration

With national registration in place for the full year, most members have successfully made their way through the registration process and were able to spend 2013 settling into this new era of our profession. In turn, Board and staff focus on this issue shifted towards developing comprehensive submissions on national codes, guidelines and standards as well as building policy and infrastructure within AACMA to assist members with the transition to a regulated environment.

Strengthened focus was on developing member capacity through CPD and related activities. The Board published its revised CPD policy in the Autumn 2013 *Jing-Luo* and areas of specific need were identified.

The Board is also progressively reviewing our core business activities in the post-registration context. A major decision taken in 2013 was to discontinue the independent AACMA course accreditation policy and process. This function was a necessity in a self-regulated environment as AACMA had for decades set the benchmark for Chinese medicine education standards. Now, with the establishment of an independent Accreditation Committee under the Chinese Medicine Board of Australia, the AACMA process became redundant.

Endorsements in relation to acupuncture

By far the most controversial aspect of the legislation is a mechanism to enable endorsement by other health boards for the practice of acupuncture. Endorsed practitioners will be able to use the title acupuncturist without having to be registered in the Division of Acupuncture with the Chinese Medicine Board of Australia. This is an adaptation of the Victorian model albeit with a requirement to consult and a greater level of transparency and accountability for the other boards than was apparent in the Victorian situation.

By the end of 2013, of the fourteen boards in the National Accreditation and Registration Scheme, only two Boards had developed endorsement standards for acupuncture: the Medical Board of Australia and the Chiropractic Board. Five other Boards published statements that they had chosen not to develop endorsement standards, while six Boards did not publish either standards or position statements on the issue.

A full update on endorsement standards, including statistics on acupuncture endorsements as of the end of 2013, was published in the Summer 2013/14 *Jing-Luo*.

Dry Needling

A major concern of members and the profession in general in 2013 was the issue of dry needling being performed by unregistered practitioners.

In June 2013, the AACMA Board published its position on the practice and also developed a Patient Information Sheet that members could distribute to their patients.

In October 2013, the Chinese Medicine Board of Australia published a position statement on the use of protected titles, which was published in full in the Summer 2013/14 *Jing-Luo*.

The issue of dry needling is complex and ongoing, and one that the AACMA Board continues to consider a major priority of the organisation.

Health insurance matters

Review of Natural Therapies

In 2012, the federal government commenced a review of natural therapies to determine which therapies should continue to receive the private health insurance rebate and which therapies should have their cover removed. For all practical purposes, if the health insurance rebate is removed from a type of service, the health funds will also remove coverage from their ancillary tables.

The services of registered health providers are not included in this review.



Opening Ceremony WFAS Sydney 2013, 2 November 2013

In 2013, AACMA made both written and oral submissions in relation to the review, primarily focusing on TCM Remedial Massage/Therapy. As of the date of this report, the review was ongoing.

40th Year Commemorative Book

In 2013, AACMA celebrated its 40th anniversary, an exciting milestone in its own right. The anniversary also gave us a chance to look back at the organisation's other achievements and moments over the decades. This took the form of the 40th Year Commemorative Book, a collection of memories and historical moments, as well as a close look at the people who have made important contributions to AACMA and to the TCM profession in general. The book was freely distributed to members and colleagues in March 2014.

Messages and Messaging

As a result of the strategic planning completed by the Board and staff in 2012 and into 2013, a year-long focus on Messages and Messaging (marketing and communications) was put in place for 2013. To that end, two new positions were created in May 2013: a full-time Communications Officer and a part-time Media and Marketing Officer.

Formatting and content updating of publications and of the website continued in 2013, with the *Jing-Luo* progressively becoming more member-focused and more strongly driven by member feedback and contributions.

In July 2013, an extensive survey was distributed to all members. It received more than 500 responses and covered a wide range of member services and AACMA activities, including CPD, lobbying, issues facing the profession, member demographics, AACMA communications, marketing activities, member products and more. The data generated provided an invaluable snapshot of what AACMA members see as the most important aspects of membership, and allowed AACMA to shape our direction accordingly. While some areas of improvement will take longer to put in place, members should be assured that their feedback has been taken on board across all aspects.

In the second half of 2013, work commenced on a new, contemporary range of brochures. While this project has proven more complex, and taken longer to complete than first anticipated, we are now in the final stages of production and the brochures will be available for members to purchase by mid-2014.

In response to the issue of 'dry needling' (discussed in more detail earlier in this report), a patient information sheet was developed and distributed to AACMA members so they could educate their patients on the issue. To further cement the concept of acupuncture being performed by registered acupuncturists only in the eyes of the public, a range of 'I am a registered practitioner' website buttons were also developed for member use.

A strong marketing and communications plan was developed and executed for WFAS Sydney 2013, resulting in delegate numbers meeting set targets.

AACMA also continued to improve its responses to negative media through better monitoring and increased use of media releases.

Journal

In 2013, AACMA published the eighth volume of the *Australian Journal of Acupuncture and Chinese Medicine* (AJACM), the official peer-reviewed journal of AACMA.

I express my thanks and appreciation to the members of AJACM Editorial Board for their professionalism and hard work in making the journal a success. The Editorial Board represents a good cross section of skills and expertise from the profession and academia. All are members of AACMA.

In 2013, the AJACM welcomed a new Editorial Board member: Dr Suzanne Cochrane from University of Western Sydney, New South Wales. Dr Cochrane is an outstanding academic and a valuable addition to the journal.

The Editorial Board members, as of 31 December 2013 were:

- Dr Zhen Zheng, Editor-in-Chief (VIC)
- A/Prof Chris Zaslowski, Deputy Editor (NSW)
- John Deare (QLD)
- Dr Peter Ferrigno (VIC)
- Dr Yun-Fei Lu (WA)
- Prof Hong Xu (VIC)
- Dr Suzanne Cochrane (NSW)

WFAS Sydney 2013 8th World Conference on Acupuncture

In 2013, AACMA hosted the WFAS Sydney 2013 8th World Conference on Acupuncture. This took the place of AACMAC for 2013, and was the second time AACMA has hosted the event (the first being in 2004).

The Sydney Convention and Exhibition Centre on the sparkling Darling Harbour hosted the three-day conference from 2 to 4 November 2013. Delegates were spoilt for choice with 254 oral presentations, workshops and posters covering a huge variety of TCM topics.

The conference was a great success by any measure: more than 850 delegates came from 36 countries to enjoy a diverse and interesting academic program.

The DVD Launch/Music Night and the Gala Dinner allowed delegates to let their hair down and indulge in a chance to chat, laugh and dance with their colleagues.

Delegates

It was truly a global conference, with delegates attending from all continents and the following countries: Argentina, Australia, Belgium, Brazil, Canada, China, China-Hong Kong, China-Macau, Egypt, Finland, France, Germany, Hungary, Indonesia, Iran, Israel, Italy, Japan, Korea

(South Korea), Malaysia, Mexico, Netherlands, New Zealand, Norway, Peru, Portugal, Russia, Singapore, Spain, Switzerland, Taiwan, Ukraine, United Kingdom, United States of America, Venezuela, Vietnam. The largest number of delegates were from Australia (~500), China (~160), New Zealand (~45), and Japan (~25).

Co-sponsors and supporting organisations

AACMA acknowledges and thanks the conference co-sponsors – WFAS and the China Academy of Chinese Medical Sciences – for all their hard work planning for the conference and organising the Chinese delegation.

We thank our international and local supporting organisations for their support in making the conference once a success.

International supporting organisations: China Association of Acupuncture and Moxibustion, China Association of Traditional Chinese Medicine, China Health Care Association, New Zealand Register of Acupuncturists, and TCM Kongress Rothenburg.

'We need a strong united voice to protect our practices – from classical through TCM and evidence-based approaches. Lobbying and advocating on behalf of its members is one of the most important functions for a professional association. AACMA has a long and impressive history of speaking out for the interests of this unique and wonderful profession.'

*– Lois Nethery
AACMA Member*

Local educational and research bodies: Endeavour College of Natural Health, National Institute of Complementary Medicine, RMIT University, Southern School of Natural Therapies, Sydney Institute of Traditional Chinese Medicine, University of Technology, Sydney, University of Western Sydney and CompleMED.

Local professional and industry bodies: Australian Chinese Medical Association, Australian College of Acupuncturists, Australian Traditional Chinese Medicine Association, Australian Traditional-Medicine Society, Chinese Medicine Industry Council, Network of Researchers in the Public Health of Complementary and Alternative Medicine.

AACMA also acknowledges and thanks our trade exhibitors and advertisers, without whom we could not afford to have run the conference.

AACMA extends its gratitude to members, speakers, exhibitors, sponsors and staff who contributed to the success of the conference and look forward to seeing you again at AACMAC Melbourne 2014.

International Issues

NZRA

AACMA continues to share a cooperative and supportive relationship with our New Zealand sister association, the New Zealand Register of Acupuncturists (NZRA). In 2012, the NZRA and AACMA finalised our Memorandum of Understanding (MOU) which remains in place.

One delegate of the NZRA Board (President Paddy McBride) attended WFAS Sydney 2013, along with a number of NZRA members. NZRA did not hold their annual conference in 2013 and encouraged their members to attend WFAS in its place.

WFAS

AACMA hosted WFAS the 8th World Conference on Acupuncture in Sydney in November 2013; full details on this are on the previous page. It was the largest Chinese medicine conference to ever be held outside of China.

AACMA also hosted WFAS the 6th World Conference on Acupuncture at the Gold Coast in October 2004.

AACMA continued to maintain its strong position in the World Federation of Acupuncture-Moxibustion Societies (WFAS). AACMA President, Richard Li, holds the WFAS Vice-President position for Oceania-Australia. AACMA Vice-President Walter Simpson and AACMA Fellow / Deputy Editor of AJACM Associate Professor Chris Zaslowski were both elected as members of the 8th Executive Committee of WFAS at the 8th General Assembly of WFAS.

WFAS is the only non-government organisation (NGO) in official relations with the World Health Organization (WHO) on acupuncture.

WFCMS

AACMA continues its involvement with the World Federation of Chinese Medicine Societies (WFCMS). AACMA Treasurer, Hoc Ku Huynh, is a member of the Presidium of the Executive Committee of WFCMS. Former President James Flowers is Deputy Chair of the WFCMS Supervision Committee and Secretary Hong Xu is a member of the WFCMS Executive Committee.

AACMA Treasurer, Hoc Ku Huynh, represented AACMA at the WFCMS International Congress & General Assembly in the USA in 2013.

MOU – AACMA & AGTCM/Rothenberg Kongress

In November 2012, AACMA signed a Memorandum of Understanding with the organisers of the Rothenburg TCM Kongress. The Rothenburg Kongress is held in May each year, around the same time as the AACMA annual conference.

Under the terms of the MOU, AACMA members are able to access the same rates as the AGTCM members (lowest

Secretary's Report

Hong Xu



possible rate) and AGTCM members are able to access member rates for the WFAS 2013 conference and AACMA annual conferences.

A delegate from AGTCM, AGTCM President Christian Yehoash, attended WFAS Sydney 2013. AACMA CEO Judy James represented AACMA at TCM Kongress Rothenburg in May 2013.

ISO

Australia is a participating country in the development of international standards in traditional Chinese medicine. This project, called ISO/TC249 TCM (Provisional) is being conducted under the auspices of the International Organization for Standardization.

Standards Australia (SA) is Australia's designated standards body, and represents Australia's position on standards at the international level. SA established a local committee (called HE031 TCM) to develop the Australian position and to represent the Australian view at meetings and consultations of ISO/TC249. A/Prof Chris Zaslowski, from UTS, was appointed Chair of the Australian committee and acts as head of the Australian delegation at international meetings.

International standards in development included international standards for:

- acupuncture (filiform) needles
- intradermal needles
- ginseng seeds and seedlings (Panax ginseng and Panax quinquefolius)
- heavy metal and pesticide content in commonly prescribed individual raw Chinese Herbal Medicines (pending)
- medical devices (various in preliminary stage)
- coding structure of Chinese medicines.

AACMA had provided external project management for the Australian Committee since the Australian Committee was established by Standards Australia. AACMA agreed to provide this project management support, which ensured the Australian Committee participated in this important international project on standards for TCM. The decision by the AACMA Board to support the work of HE031 showed great leadership and vision, as it was not possible to know precisely the extent of the project at the beginning.

Due to the exceptional work being done by HE031 Committee members at an international level, Standards Australia has now agreed to fund the management of the committee. This is another great achievement for the Chinese medicine profession and represents how important Chinese medicine is becoming in Australia.

From 6 December 2012, AACMA ceased to act in the role of Project Manager for HE031 and that role is now being provided by Standards Australia. We thank Standards Australia and all committee members for their hard work and support for this internationally significant project.

AACMA continues to play a major role in the Australian committee. Former CEO Judy James was the project manager, and Professor Hong Xu now represents AACMA in this committee.

Australian delegates participated in the South Africa Plenary Meeting in May 2013, and a Working Group meeting in Beijing in October 2013. Australia also hosted a Working Group meeting in Sydney in February 2014.

For more information go to the Standards Australia website: www.standards.org.au and search for Traditional Chinese Medicine.

Richard Li
President
08 April 2014

'Being a member of AACMA is like being a member of a family where I know I'm being well looked after. I do not have to do all the fiddly work where the politics are involved. I can focus on my professional daily activities and not to worry what is happening in the big world outside the door. All is being done for me and served as a final dish on the dinner table when I come back from work, which I can enjoy at my own leisure. All I can say is; "Thank you & compliments to the chef"'

– Michelle Schafer
AACMA Member

On 6 December 2012, Standards Australia held a TCM Forum to update stakeholders on the work of HE031 and ISO/TC249. Presentations were made by Damien Fisher (SA), Chris Zaslowski (HE031), Chairs of HE031 working groups (Chris Zaslowski, Wendy Morrow, and Suzanne Cochrane), outgoing HE031 project manager (AACMA CEO Judy James) as well as from the Chair of ISO/TC249, Dr David Graham.

The work of ISO/TC249 and HE031 is divided into five working areas:

- raw (herbal) materials and traditional processing
- manufactured (herbal) product
- acupuncture needles
- acupuncture and other devices
- informatics (terminology).

AACMA – 40 GOING ON 41 YEARS

The Australian Acupuncture and Chinese Medicine Association Ltd (AACMA) is the leading national professional association for qualified practitioners of Traditional Chinese Medicine (TCM) and the primary national mechanism for regulating and representing acupuncture and Chinese medicine practitioners in Australia. AACMA was formed out of the amalgamation between the Australian Acupuncture Association Ltd (AAcA), the Acupuncture Ethics and Standards Organisation Ltd (AESO) and the Acupuncture Association of South Australia (AASA).

The Australian Acupuncture Association Ltd (AAcA) was established in 1973 as the first Australian association formed by acupuncturists to represent and promote the acupuncture profession. Originally called the Queensland Acupuncture Society, it changed its name to the Australian Acupuncture Association in 1973 and in 1998 changed to its current name, AACMA.

The Acupuncture Ethics and Standards Organisation Ltd (AESO) was formed in NSW in 1977 to provide a mechanism to identify and accredit bona fide acupuncture practitioners for health fund rebates. On 1 March 1995, AAcA and AESO formally completed an amalgamation resulting in the vast majority of qualified TCM practitioners in Australia becoming united under one national association, the Australian Acupuncture Association Ltd. In 1996, AAcA merged with the Acupuncture Association of South Australia (AASA), the largest TCM body in South Australia.

At the 1998 Annual General Meeting in Adelaide, the members resolved by an overwhelming majority to change the name of the Association (AAcA) to the Australian Acupuncture and Chinese Medicine Association Ltd (AACMA) and to conduct all joint operations of AACMA and AESO under the AACMA name.

Until 1996, AACMA provided accreditation in acupuncture only. In 1996, AACMA introduced accreditation standards in Chinese herbal medicine for its practitioner members, and in 1998 introduced entry-level accreditation standards in Chinese herbal medicine equivalent to the entry-level standard in acupuncture. In 2002, standards of accreditation in TCM Remedial Massage were also introduced in line with the new Health Training Package in TCM Remedial Massage (Anmo-Tuina). In 2003, new membership categories were passed to provide for entry-

level non-voting stand-alone membership categories in TCM Remedial Massage and Chinese herbal dispensing, as well as various Associate Member categories and a Retired Member category. In 2011, the members approved the introduction of standards for endorsement of AACMA members for other (non-TCM) health modalities. The purpose of this change was to enable AACMA to extend the range of services available for members and assist in reducing the costs of practice. In 2011, the members also approved the introduction of a new Associate Member (Specific) category to enable AACMA to accept practitioners to a limited form of members if they did not meet our practitioner accreditation standard. This type of membership enables access to AACMA member information, newsletter, e-news, journal and continuing education events, but not the benefits of full membership such as practitioner referrals and health fund listing.

These amalgamations and subsequent organisational developments have provided genuine national standards and representation for acupuncture and Chinese herbal medicine practitioners in Australia, independent of any commercial interest, factional alliance, or ethnic bias.

AACMA provides a clear point of contact for governments and other bodies seeking to identify and communicate with the majority of the profession. AACMA is widely acknowledged as the preferred destination of graduates of Australian TCM programs and qualified overseas-trained entrants to the profession. It is clearly the peak national body for the Traditional Chinese Medicine (TCM) profession in Australia.

AACMA Strategic Plan

The AACMA Mission Statement and Key Goals and Objectives of AACMA were revised in 2012. The following are correct as of the date of this report. Development of our strategic priorities and operational plans are ongoing as part of the Board's strategic planning processes.

AACMA Vision

Equal partners in health care

AACMA Mission Statement

The peak professional body for Chinese medicine: promoting safety, quality and ethics in practice, serving the members and protecting the public.

AACMA Core Objectives

- strong professional base
- high community acceptance
- active engagement in the health system
- effective industry structure

AACMA Taglines

- Your health – your natural choice
- One profession – a united voice

Strategic initiatives 2013 – 2015

- Leadership & advocacy
- Standards in education & practice
- Member services
- Membership base
- Partnerships & collaboration
- Messages & messaging

AACMA Capacity

Enhancing capacity to work smarter with less

A more detailed and schematic representation of the Strategic Plan is outlined on page 35.

'Practising in regional Victoria makes it difficult to keep in touch with other acupuncturists and stay abreast of professional issues, but being a part of a professional body like AACMA bridges that gap. It's nice to have the support and guidance of experts behind me when I need it.'

– Jennifer McKeown
AACMA Member

Organisational structure

A diagram of the AACMA organisational structure is included on page 2.

The Board The joint AACMA and AESO Board of Directors is elected directly by the voting membership. Executive Board positions, including President/Chair, are decided by majority vote of the elected Board. Once elected, the joint Board has the responsibility to set and implement the goals, objectives and policies of the Association in accordance with its Memoranda and Articles of Association. The Board also supervises the operations of the national office and the employment of consultants as required.

State Committees Articles 74 and 75 outline the roles of AACMA State Committees, which are primarily to provide local continuing education activities and social events, thereby enabling the development of local professional networks and increased grassroots participation by members. The State Committees also play an advisory role, identifying local issues that need the attention of the Board. Members of State Committees may be invited to sit on committees of the national board.

Board Committees As the range of functions and duties of the Board is extensive, ad hoc and standing committees are formed to examine and address specific areas of activity and report back to the Board with recommendations. The Board considers the recommendations and accepts them or, if there is disagreement, refers the matter back to the Committees for further consideration.

Accreditation Committee The AACMA Accreditation Committee, made up of external consultants, provides independent assessment of all applications for membership against the AACMA Accreditation Policy.

Disciplinary Committee The AACMA Disciplinary Committee investigates and makes determinations on written complaints against members.

MEMBERSHIP

Member Types

Fellow: This is currently open to Members and Associate Fellows who meet the criteria set by the AACMA Board. The criteria for admission to the status of AACMA Fellow were revised in 2010. Admission as a Fellow is subject to unanimous agreement of the Board. Applications for Fellow status must also meet other requirements as to duration of continuous membership and ethical standards.

Associate Fellow: This membership category was discontinued in May 2011 for new applications.

Member: (also called Full Member) This is the standard AACMA accredited membership category.

Provisional Member: This limited-voting membership type is provided when an applicant meets all the requirements for Full Membership but has a minor aspect of their documentation outstanding (for example, they may have met the requirements for graduation from a recognised program but as the ceremony has not yet been held they have not yet received their award). Provisional Membership is awarded until the member provides certified copies of outstanding documentation.

Non-Practising Member: (previously called Graduate Member) This limited-voting membership type is available when a member has met all the requirements for accredited membership but is not in practice for a period of at least six months.

Associate Member (Transitional): This limited-voting membership category is intended for practitioners who meet the AACMA accreditation standard and who are members of a designated organisation that AACMA deems to have comparable standards. For all practical purposes, a designated organisation is an organisation with which AACMA has a formal agreement to amalgamate. Members of the designated association are placed in this



Members of the New South Wales State Committee enjoy their Christmas social celebration, November 2013

membership category until the process of amalgamation has been finalised, after which they would become fully accredited members of AACMA.

Associate Member (Dispenser – Registered): This limited-voting membership category is designed for persons who are registered as Chinese herbal dispensers (but who are not otherwise AACMA members).

Associate Member (Specific): This is a limited membership category for practitioners who want to be members of AACMA but do not meet the AACMA accreditation standard.

Associate Member (Provisional): This limited-voting category of membership is intended for persons who have been in full-time acupuncture or Chinese medicine practice for at least 10 years, who do not fully satisfy AACMA's qualifications requirements, who have enrolled in an AACMA recognised course in order to upgrade their qualifications and who have progressed through at least 50% of the course. Amongst other requirements, the AACMA Board must be satisfied that the practitioner is able to complete the course within a prescribed time and that they are of a sufficient standard for safe practice, etc. On completion of the recognised course, they may be admitted as fully accredited members of AACMA.

Associate Member (Anmo-Tuina): This limited-voting membership category is open to persons who have completed an AACMA recognised course in TCM Remedial Massage (Anmo-Tuina). The requirement is a Diploma recognised under the Health Training Package for Complementary and Alternative Health.

Retired Member: Practitioners who permanently retire from professional practice after at least 15 years membership may move to the Retired Member category. The criteria was reduced from 20 to 15 years with a special resolution at the 2013 Annual General Meeting.

Retired Fellow: This category was added in 2013 and covers practitioners who permanently retire from professional practice after at least 15 years membership and who held Fellow status immediately prior to converting to Retired Member status.

Honorary and Life Members: Life Membership is awarded to persons of distinction who have made an outstanding contribution to the TCM profession and/or the Association. Honorary Membership is awarded to persons of merit and distinction in traditional Chinese medicine practice, education, and/or administration and upon whom the Association wishes to confer special distinction and honour. Honorary Members are usually residents overseas.

Student Member: This is open to students enrolled in primary qualifying programs in traditional Chinese medicine. Acceptance as a Student Member does not necessarily imply acceptance as an accredited member on course completion.

Suspended Member: This covers members whose membership and accreditation is suspended by the Board as a result of a finding of professional misconduct by the Disciplinary Committee.

Membership numbers

As at 31 December 2013, AACMA membership numbers were:

Member Type	Accredited	Non-accredited
Life Member	3	N/A
Fellow	160	N/A
Associate Fellow	1	N/A
Member	1386	N/A
Provisional Member	78	N/A
Non-Practising Member	192	N/A
Associate Member	1	N/A
Retired Member	13	N/A
Honorary Member	0	1
Suspended Member	0	0
Student Member	N/A	281
Sub-Totals	1834	282
Percentage of totals	86.0%	14.0%
TOTAL MEMBERS as at 31 December 2013: 2116		

Annual Membership Growth Rates

The average annual growth rate in AACMA accredited membership over the past five years has been 2.3%. In 2013, the net annual increase in accredited membership was -0.76%.

Acceptance Ratio

AACMA has recorded an average 77.8% ratio of Acceptances to Applications over the past five years. In 2013, the acceptance ratio was 75%, which reflected the increasing proportion of graduates of recognised programs in 2013. AACMA admitted 81 newly accredited members in 2013.

Membership Attrition Rate

The membership attrition rate (e.g. through death, retirement, resignation, or lapsed memberships) in 2013 was 5.3%. In 2013, AACMA suffered a loss of 98 accredited members (after reinstatements), with an overall net decrease of 14 accredited members. We anticipated that the attrition rate in 2013 would be higher than in previous years due to the increasing numbers of practitioners retiring from practice and the impact of national registration. Focus will continue to be placed on attracting and retaining more graduates of recognised Australian programs.

Student Members

AACMA saw a decrease of 70 (or 19.9%) in the total number of student members in 2013 (total 281).

Accredited modalities

AACMA accredits practitioners in the following modalities:

- Acupuncture
- Chinese herbal medicine
- Chinese herbal dispensing
- TCM remedial therapy (tuina)

Non-accredited (endorsed) modalities

AACMA endorses suitably qualified accredited members for the following practices:

- Naturopathy
- Western herbal medicine
- Western remedial therapy/massage
- Homeopathy

Complaints

AACMA operates a formal complaints handling process. Complaints against members are referred to the AACMA Disciplinary Committee, which investigates and makes determinations on those complaints. The complaint must be in writing and signed by the complainant.

The process followed by the Disciplinary Committee is outlined below:

The Disciplinary Committee advises the member in writing outlining the substance of the complaint and a copy of the original letter of complaint may be attached. The member is then required to respond to the allegations within 14 – 21 days (depending on the nature of the complaint). The member is directed not to contact the complainant in relation to the matters under investigation.

If necessary, the Disciplinary Committee may seek further information from the complainant or the member if it believes it does not have all relevant facts before it. Where the Disciplinary Committee deems it appropriate, expert advice may also be sought in order to determine whether acceptable standards of practice were followed. Should expert advice be sought, only de-identified information is provided in order to protect the identity of both the complainant and the member.

The AACMA Disciplinary Committee then considers the following questions as part of its investigation of the complaint:

- Did the matters alleged in the complaint occur in full or in part?
- If Yes, were they a breach of the AACMA Code of Ethics?
- If Yes, is disciplinary action warranted?
- If Yes, what disciplinary action should be applied (this can range from a warning, counselling or fine to suspension or expulsion, depending on the nature of the complaint). The Disciplinary Committee may also set conditions on the practitioner regarding professional development should it deem that necessary.
- If a No answer results from any of the above questions, the Disciplinary Committee may consider whether any other action is required in order to prevent further complaints alleging similar conduct.

The complainant is advised of the outcome of the complaint.

In 2013, the AACMA Disciplinary Committee received four formal complaints against members. All of these complaints were still ongoing at the end of 2013. All outstanding complaints from previous years had been resolved by the end of 2013.

The breakdown of allegations and issues in complaints is outlined in the table below.

Nature of allegation/complaint	Number
Health insurance irregularities	1
Standard of care provided	4
Standards of infection control	1

Where a formal complaint is received against a non-member, all efforts are taken to refer the matter to another suitable body, such as a statutory health complaints body

or registration board or, in some cases, the police. If the practitioner is known to be a member of another society, the complainant is also referred to that other society.

For legal reasons, verbal complaints are not actioned unless poor infection control and hygiene standards are alleged, in which case independent verification can be obtained through a local council inspection of the premises.

Disciplinary Committee action imposed in 2013 included counselling and undertakings as to future conduct. AACMA reinstated one member who had been suspended for 12 months for failing to declare on their application for membership that they had been expelled from another association. The member had subsequently complied with AACMA requirement.

AACMA considered one appeal in 2013. The outcome of the appeal was expulsion from AACMA. In this case, the expelled member had appealed against a period of suspension and fine of \$5,000 for irregularities in health fund claims and related record keeping issues. There had been two previous adverse findings in relation to receipting and record-keeping, both of which had resulted in a period of suspension plus one fine imposed. AACMA also submitted a notification to AHPRA in relation to alleged failure to declare these matters on their applications for initial registration and their registration renewal, as well as an alleged false declaration regarding the English language competence.

The primary focus of disciplinary action is to end or change inappropriate conduct. To this end, increased use was made of counselling members, issuing warnings and obtaining undertakings as to future conduct. Severe penalties such as loss of Fellow or Associate Fellow status, fine, suspension or expulsion are imposed in relation to findings of misconduct of a serious nature, such as health

fund fraud, false completion of receipts, signing a false declaration, contacting a complainant against the direction of the Disciplinary Committee, indecent assault, etc.

It must be stressed that the rate of complaints is very low, and represent only a very small percentage (less than 1%) of the membership as a whole.

THE AACMA NATIONAL OFFICE

The AACMA national office was established in its present location in 2007.

The AACMA national office has grown from a two-person team in 1996 to a complement of six full-time and two part-time staff positions by the end of 2013. The overall staff numbers have not increased in 2013, although there has been some staffing restructure over 2013/2014.

AACMA staff as of 31 December 2013 were:

- Judy James (CEO)
- Jazz Tyrill (Manager of Events & Operations)
- Rebekah Davis (Member Services Manager)
- Talina McKenzie (Communications Officer)
- Nadya Urban (Front-Line Administration/Receptionist)
- Tina Wu (Accounts & Committees Officer)
- Rebecca Dowdy (Casual Administration Assistant)
- Rachel Dowdy (Casual Administration Assistant)

On behalf of the Board and the members, I thank all our staff, past and present, for their diligence, commitment and hard work for the association and the members over 2013.



Hong Xu
AACMA Secretary
08 April 2014

Finance Report

Hoc Ku Huynh



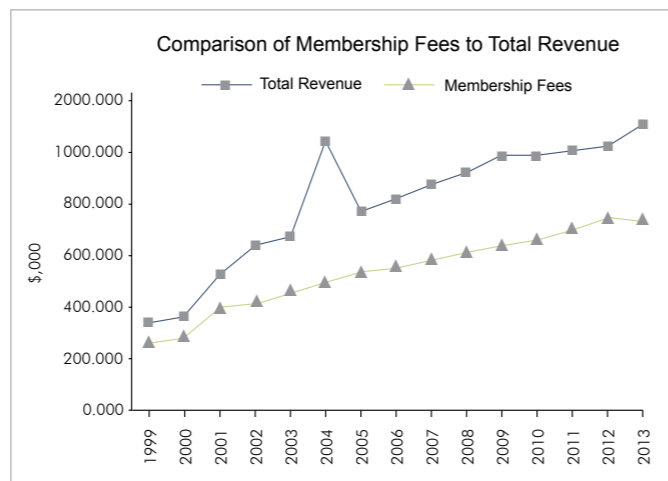
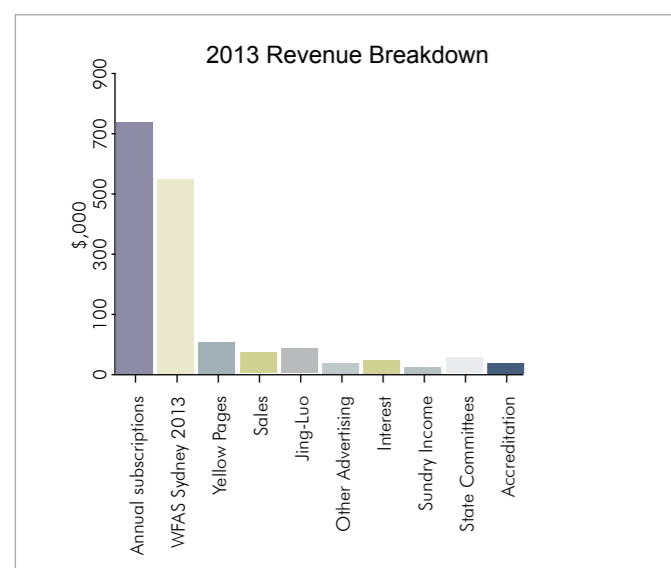
GENERAL

It is with pleasure that I present to members my financial report on behalf of the AACMA Board, and my second as Chair of the AACMA Finance Committee, being the accounts for the year ended 31 December 2013. The Board continued its policy of good financial management in 2013 and is pleased to present to members an on-going stable fiscal situation.

In 2013, AACMA again achieved a turnover exceeding \$1,000,000. This marks an important achievement for AACMA and the profession and it is important that it be acknowledged.

REVENUE

The revenue streams of AACMA should be viewed as revenue from normal operations and revenue from other sources. Revenue from normal operations includes membership fees, Yellow Pages advertising, sale of AACMA-branded products, videos and literature, seminars, and interest received on investments. Other sources of revenue for 2013 included income related to AACMA events (WFAS Sydney 2013 and State Committee functions). Total revenue in 2013 from all sources (excluding GST) was \$1,434,138.55 of which \$864,834.71 was normal operating income and \$569,303.84 was from other sources. This represented an overall increase of 34% on 2012 income.



Subscriptions The decrease of \$7,607.25 (1%) in income from membership subscriptions to \$725,849.74 was anticipated as a result of national registration and a consequently higher rate of member attrition. Membership fees, however, did not increase in 2013. This means that the AACMA Board has continued to fulfil its long-standing commitment to limit any increase in fees for members who pay on time to under 5% above the increase in the CPI index. The AACMA Board is dedicated to keeping fees to the minimum required to provide services to members and still maintain the financial security and continued viability of this peak professional body for TCM practitioners.

Members were offered six options for paying 2013 fees, providing considerable incentives for members to pay on time or to enter into an instalment payment plan. Membership fees accounted for 50.6% of 2013 income. Using the Member fee as an example, these options were (rates include GST):

- Pre-payment of 2013 fees by instalments in 2012 (\$505 fee)
 - Pay fees in full by due date (\$505 fee)
 - Payment by Annual Direct Debit (ADD) authority (\$488)
 - Pay fees in January 2013 (\$557)*
 - Pay fees in February or March 2013 (\$696)*
 - Pay fees after March 2013 (\$796, includes \$100 reinstatement fee)
- * Also includes rates for members commencing a payment plan.

Accreditation fees Income from accreditation fees (\$9,440.91) was lower than 2012 and was offset against \$8,563.27 in committee and examination costs.

Bank interest Bank interest of \$9,151.45 was 46.44% lower than in 2012, mainly due to accumulated funds being

placed in the business development loan to reduce interest costs. The savings from reduced interest costs exceeded potential income from bank interest.

Sales Sales of AACMA-badged products and other items amounted to 1.9% of general revenue in 2013, compared with 3.2% in 2012. Income from sales of \$27,617.08 was offset by cost of sales (printing, production and purchase costs) of \$12,592.76, resulting in a net surplus of \$15,024.32.

Sundry income – Other This figure of \$7,820.92 relates to income from postage collected on member orders (\$4,415.46) and income from email advertising (\$3,404.91).

Jing-Luo Advertising Since 2004, this expenditure has been reported separately from other sources of income as it is now a significant revenue source. The income from newsletter advertising (\$29,384.11) is off-set against newsletter printing (\$17,623.00) and collation and postage costs (\$10,691.99), resulting in a net surplus of \$1,069.12. Production costs for the *Jing-Luo* were again reduced in 2013.

AJACM income Income of \$8,465.90 was derived from subscriptions, royalties and advertising in the bi-annual *Journal*.

State Committees State Committee function income increased by 61.5% in 2013.

Yellow Pages Yellow Pages income of \$47,104.60 represented income from members listing under the AACMA banner in the metropolitan and selected regional directories. Income from Yellow Pages listings represented 3.2% of general revenue, compared with 4.7% in 2012.

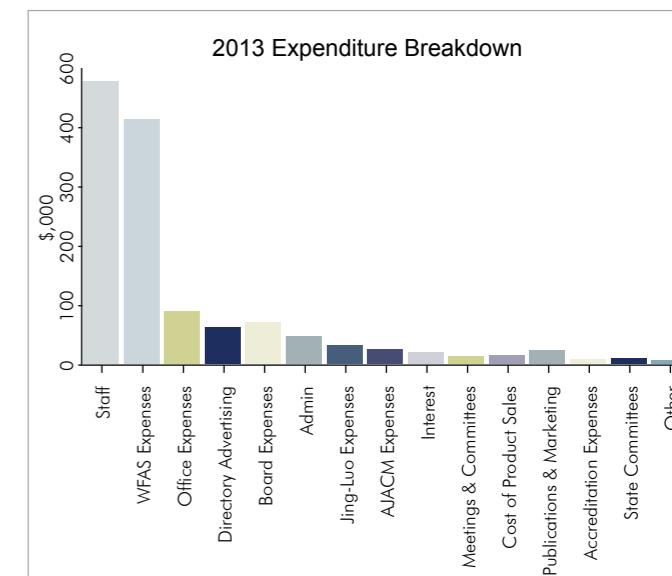
WFAS Sydney 2013 Income from WFAS Sydney 2013 totalled \$548,572.01, far exceeding the average revenue of AACMA events due to the size and scope of WFAS. This was offset against expenditure of \$453,675.57, resulting in a net surplus of \$94,896.44.

EXPENDITURE

Total expenditure in 2013 amounted to \$1,435,272.05, an increase of \$438,508.24 on 2012 expenditure (or 43.9%). This increase is primarily attributed to increased expenditure on WFAS Sydney 2013, a major computer system upgrade and recruitment costs for a new CEO. A summary of major expense items is outlined in the chart to the above right.

Administration and staffing As with any sound organisation, staffing and administration expenses constituted the highest proportion of total expenditure in 2013. These costs amounted to \$721,276.57 (50.3% of total expenditure), compared with 62.2% in 2012. Administration expenses were made up of \$572,369.44 in staffing costs and \$148,907.13 in office and administration expenses.

Staffing expenses Staffing expenses of \$572,369.44 were 17.8% higher than 2012 costs. The salary and superannuation component was \$521,933.11 in 2013, compared with \$442,577.41 in 2012. Other staffing expenses were made up of \$22,705.51 in staff travel and accommodation, \$3,052.07



in staff amenities, \$19,243.52 in employment advertising, with the balance in miscellaneous costs. The increase in wages was derived in part from increased use of casual staff and annual pay increases, but primarily from a final pay out of the CEO accrued entitlements.

Office expenses Office expenses of \$96,543.76 were made up of postage and couriers (\$18,636.47), service contracts, repairs and maintenance, cleaning, power, and software licensing and support (\$28,946.17), phone, fax and internet expense (\$9,187.62), office supplies (\$7,074.58), photocopy charges (\$2,595.15), minor furniture, equipment, fittings and computing (\$1,248.01), leasing of phones, photocopier and franking machine (\$12,157.20), rent for off-site storage (\$3,285.51), corporate stationery (\$2,730.05) and depreciation (\$10,683.00).

Administration expenses Administration expenses of \$52,363.37 included printing of annual report and AGM ballot/reply paid envelopes (\$1,274.00), AGM postage (\$5,772.00), bank charges and merchant fees (\$8,284.18), directors' insurance (\$4,159.72), audit (\$7,300.00), premises insurance (\$3,233.28), ASIC fees (\$826.00), body corporate costs (\$11,406.54), and rates, water and sewerage (\$3,816.24). AACMA takes out additional insurance to protect staff, board and committee members and volunteers in the event of illness or injury while attending to AACMA business. These are a corporate

'The nature of Chinese medicine is to share and to nourish. It nourishes our lives and the lives of our patients. It is only natural that we nourish the links between practitioners so we may better serve our community. AACMA gives us the framework to do this.'

– Damian Carey
AACMA Member

travel insurance policy covering board, staff and speaker travel and a group personal accident policy for the board, committee members and volunteers when attending or conducting meetings on behalf of AACMA. These policies amounted to \$2,462.77.

Board Board expenses totalled \$75,326.68 in 2013, representing 5.2% of total expenditure. This was made up of \$32,862.50 in Directors' fees, \$7,578.85 in fax/internet allowance, \$28,051.50 in board travel and accommodation, \$1,147.69 for phone expenses, and \$1,427.05 in conference fees. Board members are expected to take an active role in Australian and international affairs in order to promote and protect the interests of the members and the profession in general. This has inevitably resulted in increased costs in board travel and accommodation. The remaining board costs related to miscellaneous expenses.

Committees and meetings Meeting and committee expenses amounted to \$8,920.37 in 2013. The cost of Board Committees was reduced through use of an in-house conferencing facility. The AACMA Board held one face-to-face Board meeting in 2013 (May). The May face-to-face meeting is essential for organising the new Board of Directors, establishing the direction of AACMA for the coming year, and appointing members to Board Executive and Committee positions. This meeting is always held in conjunction with the AGM to minimise costs.

Directory advertising Directory advertising of \$64,370.13 was made up of members' group listings in the metropolitan and selected regional Yellow Pages directories (\$61,517.00) and an advertisement for Chinese herbal medicine in the Herbalists section of metropolitan directories (\$2,853.13). The balance of expenses included a line listing for AACMA in every Yellow Pages book, a White Pages listing in every capital city, and online listings.

Member products – cost of product sales Cost of sales of \$12,592.76 was made up of \$11,050.90 for receipt books, \$1,541.86 for videos/DVDs and the balance in miscellaneous costs.

Publications and Marketing This expenditure of \$19,538.90 relates to \$1,600.60 for the AACMA 1300 number, \$780.00 for website maintenance and development, \$2,000.00 for media monitoring, \$12,010.00 in database hosting and the remainder in miscellaneous expenses.

WFAS WFAS Sydney 2013 expenses amounted to \$453,675.57 in 2013. This was made up of \$254,300.45 in venue hire, audio-visual, and catering packages, \$15,297.97 in trade exhibition costs, \$7,784.02 in satchel costs, \$56,942.28 in travel, accommodation and speaker costs, \$17,661.44 in publications and marketing costs, \$5,374.55 for the opening ceremony and DVD launch, \$47,429.11 for the gala dinner, \$38,752.77 in full service hosting and meeting costs, \$5182.32 for other venue

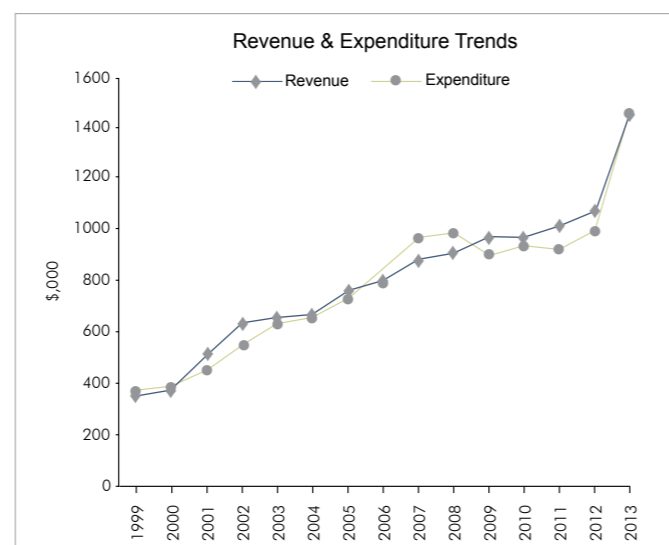
charges and \$4,950.66 in administration expenses. This was offset against income of \$548,572.01 made up of \$372,999.45 in delegate fees, \$128,162.92 in exhibition fees and advertising, \$45,488.20 in gala dinner fees, and \$1,921.44 for satchel inserts, workshops, DVD launch and miscellaneous income.

AJACM The launch of our academic journal, the *Australian Journal of Acupuncture and Chinese Medicine*, in 2006 was a major new expenditure item for the association. The majority of the costs incurred in 2013 related to the costs of printing and postage of the eighth volume, consisting of two issues. Expenditure of \$20,327.77 was made up of printing (\$12,311.00), collation and postage (\$7,466.97), and editorial board meeting costs (\$549.80). These costs were offset by journal income of \$8,465.90, made up of advertising (\$5,863.64) and subscriptions (\$2,602.26). The Board views investment in the Journal as a long-term project with returns expected to increase over the next five years.

AACMA office premises In 2007, AACMA purchased premises for the national office for a contract price of \$495,000 ex GST. AACMA contributed 30% of the sale price (\$148,500) out of our accrued surplus, with the remaining 70% (\$346,500) being funded by a Westpac Business Development Loan (BDL) secured by a mortgage on the property. As of 31 December 2013, the amount owing on the BDL was \$202,130.99 (compared with \$238,836.25 at the end of 2011). This represents a reduction in the capital in the BDL of \$36,705.26 in 2013. Loan repayments in 2013 were \$43,968.00, with \$6,822.74 paid in interest charges. During 2012, \$100,000 of accrued funds was invested into the business loan, reducing interest payable by \$8,279.28, representing a good return on members' funds.

REVENUE AND EXPENDITURE TRENDS

A progressive comparison of revenue and expenditure trends is outlined in the following graph.



OTHER COMMENTARY

Staff accruals Accrued staff entitlements were reduced by 67.7% from \$76,421.43 to \$24,746.04 in 2013. This resulted primarily from a final pay out of the CEO accrued entitlements as well as regular staff leave. Staff entitlements show each year on the Balance Sheet in the Auditors Report and are located on page 21 of this report.

Plant and building assets Plant and building assets increased to \$65,669.28 in 2013 compared to \$22,012.46 in 2012. This was due to an upgrade of office computing in the national office in 2013.

Office premises The Board stresses the importance of the investment in AACMA office premises as an important part of the long-term security of the association and members' funds. The total amount paid in relation to the office premises was \$59,283.15 made up of loan repayments of \$43,968.00 plus an additional amount of \$150,000.00, body corporate costs of \$11,406.54, and rates/water/sewerage charges of \$3,816.24. These outgoings are less than what AACMA would have paid in rental costs. When AACMA purchased the office premises in 2007, we were already paying over \$45,000 in rent. Now, all the money invested in the Business Development Loan (minus interest payments) is an asset that can be realised in the future and converted to a cash asset should that be a necessity.

THE YEAR AHEAD

2014 will see a continuation of the Board's commitment to sound financial policies and the exercise of caution in relation to the use of members' funds. Our cash position as of 31 December 2013 was \$449,392.87, which converts to -\$134,391.21 if pre-paid 2014 fees were removed.

Pre-paid 2014 membership fees, as of 31 December 2013, amounted to \$583,784.08.

On-line membership services AACMA has begun the process of upgrading its membership database to an on-line hosted environment, and progress on this will continue in 2014. This means that AACMA will be able to progressively open up features for direct member access. Once the system is up and running and tested,

the first feature to become available on-line will be the ability for members to record their CPD activities directly into their membership record and to check their total for the year. This will avoid the need to submit a CPD card if their on-line submissions satisfies annual CPD requirements. Attendance at AACMA-managed events will also be automatically updated once attendance has been confirmed. The next planned stages are on-line registration for State Committee events and future AACMA conferences, as well as an on-line store for member orders.

AACMA is aiming for a an accrued cash surplus of up to \$100,000 over the next two years in order to maintain the association in a healthy long-term position. This will ensure AACMA is able to continue with a stable fiscal position into the future.

The purchase of association property in 2007 was considered a significant step in long-term cost savings so that outgoings related to office premises are effectively reinvested back into assets for the association rather than in unrecoverable rental outgoings. The monthly repayment on the bank loan is \$3,664.00, plus associated bank fees, exceeds the minimum amount payable and resulted in possible draw down funds exceeding \$20,000. Cash reserves are continuing to be sequestered into the business loan in order to maximise interest benefits.

Benefits paid to Board members and staff will remain within the ranges considered reasonable by the not-for-profit sector and the capacity of the Association to pay.

The transition to national registration has necessitated in a change in the focus of the board and the staff and the types of services to be provided. Progress on these and other matters affecting the future of the association will be reported at the Annual General Meeting on 3 May 2014.

Hoc Ku Huynh
AACMA Treasurer
08 April 2014

Financial Statements

Australian Acupuncture and Chinese Medicine Association Ltd

DIRECTOR'S REPORT

General

The Australian Acupuncture & Chinese Medicine Association Limited is a company limited by guarantee (to the extent of \$100 per member), incorporated under the *Corporations Act 2001*.

Statutory Requirements

The directors present their report on the company for the financial year ended 31 December 2013.

The names of the Directors in office at the date of this report are:

Hong Xu Walter Simpson Hoc Ku Huynh Richard Ke Yuan Li
Michael Porter Zhen Zheng Waveny Holland Matthew O'Hara
Mark Bayley (commenced 18/5/13) Xiaodong Yu (commenced 18/5/13)

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

The net loss for the company for the financial year amounted to \$1,133.50.

No significant changes in the company's state of affairs occurred during the financial year.

Information on Directors and Meetings

The following information and number of meetings attended is provided on Directors of the Company during the year:

Richard Ke Yuan Li (Director & President)

Qualifications:

- Bachelor of Medicine (TCM)
- Certificate of English for Academic Purpose
- Certificate IV Workplace Training and Assessment
- Certificate of Information Technology

Experience:

- Member of AACMA (17 years), AACMA Fellow
- 25 years Clinical Practice in Australia & 4 years Clinical Practice overseas
- Lecturer at Shanghai University of TCM (4 years) & at UWS (sessional)
- Vice-President, World Federation of Acupuncture-Moxibustion Societies
- Director of the Australian TCM Practitioner Accreditation Board Ltd
- Member of Chinese Medicine Council of NSW
- Registered with the CMBA



Walter Simpson (Director & Vice-President)

Qualifications:

- Bachelor of Acupuncture
- Diploma of Chinese Herbal Medicine
- Certificate IV Workplace Training and Assessment
- 4th Degree Black Belt World TaiJi Boxing Association

Experience:

- Member of AACMA (26 years), AACMA Fellow
- 26 years Clinical Practice in Australia
- QLD Representative of World TaiJi Boxing Association
- Executive member of the World Federation of Acupuncture & Moxibustion Societies
- Registered with the CMBA



The principal activity of the company is to regulate, represent and promote the profession of acupuncture and traditional Chinese medicine.

No significant change in the nature of these activities occurred during the year.

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations or the state of affairs of the company in future financial years.

No indemnities have been given or insurance premium paid, during or since the end of the financial year, for any person who is or has been an official or auditor of the company.

Auditors Independence

The Directors have received an Independence Declaration from the auditor of Australian Acupuncture & Chinese Medicine Association Limited, which is attached on page 20 and signed in accordance with a resolution of the board of Directors.

Hoc Ku Huynh OAM (Director & Treasurer)

Qualifications:

- Master of Health Science in TCM
- Bachelor of Acupuncture
- Certificate of Chinese Medicine

Experience:

- Member of AACMA (34 years), AACMA Fellow
- 37 years Clinical Practice in Australia
- Honorary Clinical Associate UTS & Honorary Clinical Supervisor UWS
- Awarded Order of Australia Medal & Life Member of the Order of Australia Association
- Executive member of presidium of World Federation of Chinese Medicine Societies (WFCMS)
- Director of the Australian TCM Practitioner Accreditation Board Ltd
- Registered with the CMBA



Hong Xu (Director & Secretary)

Qualifications:

- Bachelor of Medicine (TCM), China
- Doctor of Philosophy, Australia
- Graduate Certificate of Tertiary Education, Australia

Experience:

- Member of AACMA (18 years), Board Member and State Committee Member of AACMA (5 years)
- 19 years Clinical Practice in Australia & 5 years Clinical Practice overseas
- Professor and Principal Supervisor of Doctoral Level Research Students at Victoria University
- Visiting Professor at Beijing University of Chinese Medicine, Guest Professor at Shandong University of Traditional Chinese Medicine
- Council Member of World Federation of Chinese Medicine Society (WFCMS)
- Standing Board Member, Specialty Committee of Rehabilitation & Healthcare of WFCMS
- Board Member, Specialty Committee of Gynecology of WFCMS
- AACMA nominee to the Australian Mirror Group in Standards for ISO/TC249 Traditional Chinese Medicine (Provisional), Standards Australia, International Standards Organization
- Editorial Board Member, *Australian Journal of Acupuncture & Chinese Medicine*
- Registered with the CMBA



Zhen Zheng (Director)

Qualifications:

- Bachelor of Medicine (Acupuncture), China
- Doctor of Philosophy (Melbourne)

Experience:

- Member of AACMA (13 years)
- 13 years Clinical Practice in Australia & 2 years Clinical Practice overseas
- Senior Lecturer at RMIT University
- Member of the CMRBV Hearings Panel and Course Approval Panel (to June 2012)
- Editor-in-Chief, *Australian Journal of Acupuncture & Chinese Medicine*
- Registered with the CMBA



Matthew O'Hara (Director)

Qualifications:

- Bachelor of Health Science (Acupuncture)
- Certificate of Chinese Herbal Medicine

Experience:

- Member of AACMA (14 years)
- 14 years clinical practice in Australia
- Qld State Committee member (12 years)
- Registered with the CMBA



Waveny Holland (Director)

Qualifications:

- Master of Chinese Medicine (UWS)
- Bachelor of Health Science (Acupuncture) (ACNM)
- Advanced Diploma of Health Science (Acupuncture) (ACNM)
- Certificate IV An Mo Tui Na (ACNM)
- Registered Nurse and Midwife

Experience:

- Member of AACMA (11 years), AACMA Fellow
- 14 years clinical practice in Australia
- Qld State Committee member 2009-current
- Chair Qld State Committee 2011-14
- Practitioner/owner Serendip Natural Healing & Wellness Centre 2005-current
- Registered with the CMBA



Michael Porter (Director)

Qualifications:

- Bachelor of Acupuncture
- Diploma of Acupuncture
- Certificate of Chinese Herbal Medicine

Experience:

- Member of AACMA (29 years), AACMA Fellow
- 29 years Clinical Practice in Australia
- Director of Academy of Oriental Therapies (1993–2003)
- Registered with the CMBA
- Appointed to SA Health Practitioners Tribunal



Mark Bayley (Director) (commenced 18/5/13)

Qualifications:

- Diploma Chinese Medicine (Acupuncture) Sydney College 1991

Experience:

- Member of AACMA (20 years), AACMA Fellow
- 23 years clinical experience
- Qld State committee (previous)
- Lecturer and clinic supervisor Academy Applied Sciences Brisbane (2000–2002)
- Registered with the CMBA



Xiaodong Yu (Director) (commenced 18/5/13)

Qualifications:

- Bachelor of Medicine (TCM), China
- Master of Medical Science (TCM), China

Experience:

- 22 years clinical experience in Australia and overseas
- Member of AACMA (8 years)
- WA State Committee Member since 2010
- Sessional Member of WA administrative Tribunal
- Registered with the CMBA



Meetings attended by Directors

Name	Meetings eligible to attend	Number attended
Hoc Ku Huynh OAM	15	13
Michael Porter	15	12
Walter Simpson	15	13
Zhen Zheng	15	10
Hong Xu	15	14
Richard Ke Yuan Li	15	15
Waveny Holland	15	15
Matthew O'Hara	15	13
Mark Bayley	10 (commenced 18/5/13)	8
Xiaodong Yu	10 (commenced 18/5/13)	9

No Director has received or become entitled to receive a benefit by reason of a contract made by the company or a related company with the director or with a firm of which he is a member or with a company in which he has a substantial financial interest.

Auditor Independence

The Directors received an independence declaration from the auditor of Australian Acupuncture & Chinese Medicine Association Limited which is attached on the following page [below].

Signed in accordance with a resolution of the Board of Directors.

08 APRIL 2014
BRISBANE, QLD

DIRECTOR

DIRECTOR

AUDITOR'S INDEPENDENCE DECLARATION UNDER SECTION 307C OF THE CORPORATIONS ACT 2001 TO THE DIRECTORS OF AUSTRALIAN ACUPUNCTURE & CHINESE MEDICINE ASSOCIATION LTD

Auditor's Independence Declaration

I declare that, to the best of my knowledge and belief, during the year ended 31 December 2013 there has been:

- no contraventions of the auditor independence requirements as set out in the *Corporations Act 2001* in relation to the audit; and
- no contraventions of any applicable code of professional conduct in relation to the audit

(signed)

HAYWARDS CHARTERED ACCOUNTANTS

(signed)

14 APRIL 2014
BRISBANE, QLD

Philip Fitzgerald FCA
REGISTERED AUDITOR #15079

INCOME STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2013

	NOTES	2013	2012
Annual Subscriptions		725849.74	733456.99
Other Income		708288.81	332217.38
Administration Expenses		(148907.13)	(133821.66)
Salary Expenses		(572369.44)	(485742.09)
Other Expenses from Ordinary Activities		(713995.48)	(377200.06)
Profit/(Deficit) from Ordinary Activities Before Income Tax Expense		\$(1133.50)	\$68910.56
Income Tax Expense Relating to Ordinary Activities		-	-
Profit/(Deficit) from Ordinary Activities After Related Income Tax Expense		\$(1133.50)	\$68910.56

BALANCE SHEET AS AT 31 DECEMBER 2013

	NOTES	2013	2012
CURRENT ASSETS			
Cash	2	449392.87	703328.48
Debtors		54290.66	18955.94
TOTAL CURRENT ASSETS		\$503683.53	\$722284.42
NON-CURRENT ASSETS			
Land & Buildings	3	557356.54	557356.54
Plant & Equipment		65669.28	22012.46
TOTAL NON-CURRENT ASSETS		\$623025.82	\$579369.00
TOTAL ASSETS		\$1126709.35	\$1301653.42
CURRENT LIABILITIES			
Creditors		28284.80	57461.07
Fees Received in Advance		583784.08	640037.73
Provision for Employee Entitlements		24746.04	76421.43
Bank Loan		43968.00	43968.00
TOTAL CURRENT LIABILITIES		\$680782.92	\$817888.23
TOTAL NON-CURRENT LIABILITIES			
Bank Loan		158162.99	194868.25
TOTAL LIABILITIES		838945.91	1012756.48
NET ASSETS		287763.44	\$288896.94
MEMBER'S FUND			
Accumulated Funds		287763.44	288896.94
TOTAL MEMBER'S FUND		287763.44	\$288896.94

STATEMENT OF RECOGNISED INCOME & EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2013

	RETAINED EARNINGS	TOTAL
Balance at 31 December 2012	288896.94	\$219986.38
Profit/(Loss) Attributable to the Equity	(1133.50)	68910.56
BALANCE AT 31 DECEMBER 2013	\$287763.44	\$288896.94

The accompanying notes form part of these financial statements.

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2013

	NOTES	2013	2012
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Subscriptions		669596.09	728922.90
Other Income		672954.09	316639.99
Payment for Operating Expenses		(420897.57)	(421830.83)
Payment for Employment Expenses		(624044.83)	(516096.00)
Payment for Conference Expenses		(453675.57)	(1692.14)
NET CASH FROM OPERATING ACTIVITIES	8	\$(156067.79)	\$105943.92
CASH FLOWS FROM INVESTING ACTIVITIES			
Net Transfers of Plant & Equipment		54339.82	(16904.93)
		\$54339.82	\$(16904.93)
NET CASH FROM INVESTING ACTIVITIES			
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayments of Borrowings		(43528.00)	(43968.00)
NET CASH FROM FINANCING ACTIVITIES		\$(43528.00)	\$(43968.00)
NET INCREASE/(DECREASE) IN CASH HELD		(253935.61)	45070.99
CASH AT THE BEGINNING OF THE YEAR		703328.48	658257.49
CASH AT THE END OF THE YEAR	8	\$449392.87	\$703328.48

The accompanying notes form part of these financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

1. Statement of Significant Accounting Policies

The Financial Report is a general purpose financial report prepared in accordance with Australian Accounting Standards, including Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the *Corporations Act 2001*. Australian Acupuncture & Chinese Medicine Association Limited is a company limited by guarantee.

The following is a summary of the material accounting policies adopted by the entity in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

Basis of preparation

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

Cost is based on the fair values of the consideration given in exchange for assets.

(a) DEPRECIATION

Plant & Equipment

Depreciation on the abovementioned items of property has been provided in accordance with AASB 116 "Property, Plant and Equipment". All fixed assets are written off in accordance with their estimated useful lives. Depreciation is calculated by adopting the diminishing value method.

(b) INCOME TAX

Income Tax has not been provided for in the company's accounts.

(c) COMPARATIVE FIGURES

Comparative figures, where necessary, have been reclassified in order to comply with the presentation adopted in the figures reported for the current financial year.

(d) EMPLOYEE ENTITLEMENTS

Liabilities for Wages & Salaries and Annual Leave are recognised and are measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlement contributions are made by the association to an employee superannuation fund and are charged as expenses when incurred.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013 CONT.

2. CASH

	2013	2012
Cash Management Account	-	-
Cheque Account - Westpac	202907.04	206233.20
Maxi Bonus 1	225288.96	221921.30
Maxi Bonus 2	20404.24	151336.67
Maxi Bonus 3	792.63	123837.31
	\$449392.87	\$703328.48

3. NON CURRENT ASSETS

2012

	Office furniture & equipment	Land & building	Total
Balance at the beginning of the year	9383.53	557356.54	566740.07
Additions at cost	16904.93	-	16904.93
Depreciation expense	(4276.00)	-	(4276.00)
Carrying amount at end of year	\$22012.46	\$557356.54	\$579369.00

2013

	Office furniture & equipment	Land & building	Total
Balance at the beginning of the year	22012.46	557356.54	579369.00
Additions at cost	54339.82	-	54339.82
Depreciation expense	(10683.00)	-	(10683.00)
Carrying amount at end of year	\$65.669.28	\$557356.54	\$623025.82

The above property is secured by Registered Mortgage to the bank loan.

4. OPERATING LEASE

(a) Operating Lease Commitments

	2013	2012
Non-cancellable operating lease contracted for but not capitalised in the financial statements		
Payable - Minimum Lease Payments		
Not longer than 12 months	11124.48	11124.48
Between 12 months and five years	15878.76	27003.24
	\$27003.24	\$38127.72

5. DIRECTOR'S REMUNERATION AND RETIREMENT BENEFITS

(a) Director's Remuneration

	2013	2012
Income paid or payable to all Directors of the company by the company and any related parties	\$36862.50	\$28743.75

The names of the Directors who have held office during the financial year are:

Hong Xu Walter Simpson Hoc Ku Huynh Richard Ke Yuan Li
Michael Porter Zhen Zheng Waveny Holland Matthew O'Hara
Mark Bayley Xiaodong Yu

6. AUDITOR'S REMUNERATION

	2013	2012
Amounts received or due and received by the auditors for:		
Auditing the Accounts	\$7300.00	\$8200.00

No other benefits were received by the auditors.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013 CONT.

7. MEMBER'S GUARANTEE

The company is limited by guarantee. If the company is wound up, the Articles of Association state that each member is required to contribute a maximum of \$100 each towards meeting any outstanding obligations of the company.

8. NOTES TO STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purpose of the Statement of Cash Flows, cash includes cash on hand and in Financial Institutions net of bank overdrafts. Cash at the end of the financial year, as shown in the Statement of Cash Flows, is reconciled to the related items in the balance sheet as follows:-

	NOTE	2013	2012
Cash	2	\$449392.87	\$703328.48

(b) Reconciliation of Net Cash provided by Operating Activities to Operating Profit After Income Tax

Operating Profit/(Loss) after income tax	(1133.50)	68910.56
Depreciation	10683.00	4276.00
Interest	6822.74	15538.29
Changes in Assets & Liabilities		
Increase/(Decrease) in fees received in advance	(56253.65)	14896.08
Increase/(Decrease) in Debtors	(35334.72)	(729.12)
Increase/(Decrease) in Creditors	(29176.27)	33406.02
Increase/(Decrease) for Employee Entitlements	(51675.39)	(30353.91)
Net Cash Provided by Operating Activities	\$(156067.79)	\$105943.92

DIRECTORS DECLARATION

The directors have determined that the company is not a reporting entity. The directors have determined that this special purpose financial report should be prepared in accordance with the accounting policies described in Note 1 to the financial statements.

The directors of the company declare that:

- The financial statements and notes, as set out on pages 21 to 24:
 - comply with Accounting Standards as described in Note 1 to the financial statements and the Corporations Regulations 2001; and
 - give a true and fair view of the company's financial position as at 31 December 2013 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements.
- In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the Directors by:

08 APRIL 2014
BRISBANE, QLD

DIRECTOR

DIRECTOR

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN ACUPUNCTURE & CHINESE MEDICINE ASSOCIATION LIMITED

Report on the Financial Report

We have audited the accompanying financial report of Australian Acupuncture & Chinese Medicine Association Limited, which comprises the balance sheet as at 31 December 2013, and the income statement, statement of recognised income and expenditure and cash flow statement for the year then ended, a summary of significant accounting policies, other explanatory notes and the directors' declaration.

Directors' Responsibility for the Financial Report

The directors of the company are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are appropriate to meet the requirements of the *Corporations Act 2001* and are appropriate to meet the needs of the members. The directors' responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

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

The financial report has been prepared for distribution to members for the purpose of fulfilling the directors' financial reporting under the *Corporations Act 2001*. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Independence

In conducting our audit, we complied with the independence requirements of the *Corporations Act 2001*.

The audit opinion expressed in this report has been formed on the above basis.

Auditor's Opinion

In our opinion, the financial report of Australian Acupuncture & Chinese Medicine Association Limited is in accordance with the *Corporations Act 2001*, including:

- giving a true and fair view of the company's financial position as at 31 December 2013 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1; and
- complying with Australian Accounting Standards to the extent described in Note 1 and complying with the Corporations Regulations 2001.

(signed)

HAYWARDS CHARTERED ACCOUNTANTS

(signed)

14 APRIL 2014
BRISBANE, QLD

Philip Fitzgerald FCA
REGISTERED AUDITOR

DISCLAIMER TO THE MEMBERS OF AUSTRALIAN ACUPUNCTURE & CHINESE MEDICINE ASSOCIATION LIMITED

The additional financial data presented on page 26 is in accordance with the books and records of the company which have been subjected to the auditing procedures applied in our statutory audit of the association for the financial period ended 31 December 2013. It will be appreciated that our statutory audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy or reliability in respect of the data provided. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person (other than Australian Acupuncture & Chinese Medicine Association Limited) in respect of such data, including any errors of omissions herein however caused.

(signed)

14 APRIL 2014
BRISBANE, QLD

PHILIP FITZGERALD FCA
REGISTERED COMPANY AUDITOR #15079

Financial Statements

Acupuncture Ethics and Standards Organisation Limited

OPERATING PROFIT

The operating profit before income tax is arrived at after crediting as revenue and after charging as expenses the following items: -

	2013	2012
(a) REVENUE		
Membership Fees	725849.74	733456.99
Accreditation	9440.91	10000.00
Interest	9151.45	17088.37
AACMAC Income	-	148653.03
Sales	27617.08	33844.38
Sundry Income - Other	7820.92	19668.15
Jing-Luo Income	29384.11	30310.48
Other Advertising Income	8465.90	9514.77
State Committee Functions	20731.83	12833.63
Yellow Pages	47104.60	50304.57
WFAS Income	548572.01	-
	\$1434138.55	\$1065674.37
(b) EXPENSES		
Accreditation Expenses	8563.27	8213.18
Cost of Product Sales	12592.76	13905.59
AACMAC Expenses	951.63	116275.24
WFAS Expenses	453675.57	1692.14
Jing-Luo Expenses	28314.99	33699.55
AJACM Expenses	20327.77	27014.64
Directory Advertising	64370.13	65259.96
Publications and Marketing	19538.90	11505.86
State Committees	9077.40	7915.43
Consultancy Costs	2522.53	2484.84
Journal Subscriptions & Memberships	2860.74	2154.87
Board Expenses	75326.68	55978.52
Meetings & Committees	8920.37	15519.95
ACCME Expenses	87.00	42.00
ATPAB Expenses	43.00	-
Administration	52363.37	45965.13
Office Expenses	96543.76	87856.53
Staffing Costs	572369.44	485742.09
Interest	6822.74	15538.29
	1435272.05	996763.81
OPERATING PROFIT FOR YEAR	\$(1133.50)	\$68910.56

DIRECTOR'S REPORT

General

The Acupuncture Ethics and Standards Organisation Limited is a company limited by guarantee (to the extent of \$2 per member), incorporated under the *Corporations Act 2001*.

Statutory Requirements

The directors present their report on the company for the financial year ended 31 December 2013.

The names of the Directors in office at the date of this report are:

Hong Xu Walter Simpson Hoc Ku Huynh Richard Ke Yuan Li
Michael Porter Zhen Zheng Waveny Holland Matthew O'Hara
Mark Bayley (commenced 18/5/13) Xiaodong Yu (commenced 18/5/13)

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

The net profit for the company for the financial year amounted to \$nil.

No significant changes in the company's state of affairs occurred during the financial year.

Information on Directors and Meetings

The following information and number of meetings attended is provided on Directors of the Company during the year:

Richard Ke Yuan Li (Director & President)

Qualifications:

- Bachelor of Medicine (TCM)
- Certificate of English for Academic Purpose
- Certificate IV Workplace Training and Assessment
- Certificate of Information Technology

Experience:

- Member of AACMA (17 years), AACMA Fellow
- 25 years Clinical Practice in Australia & 4 years Clinical Practice overseas
- Lecturer at Shanghai University of TCM (4 years) & at UWS (sessional)
- Vice-President, World Federation of Acupuncture-Moxibustion Societies
- Director of the Australian TCM Practitioner Accreditation Board Ltd
- Member of Chinese Medicine Council of NSW
- Registered with the CMBA



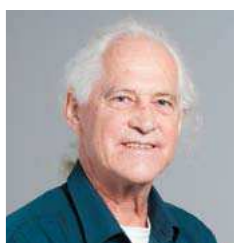
Walter Simpson (Director & Vice-President)

Qualifications:

- Bachelor of Acupuncture
- Diploma of Chinese Herbal Medicine
- Certificate IV Workplace Training and Assessment
- 4th Degree Black Belt World TaiJi Boxing Association

Experience:

- Member of AACMA (26 years), AACMA Fellow
- 26 years Clinical Practice in Australia
- QLD Representative of World TaiJi Boxing Association
- Executive member of the World Federation of Acupuncture & Moxibustion Societies
- Registered with the CMBA



The principal activity of the company is to regulate, represent and promote the profession of acupuncture and traditional Chinese medicine.

No significant change in the nature of these activities occurred during the year.

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations or the state of affairs of the company in future financial years.

No indemnities have been given or insurance premium paid, during or since the end of the financial year, for any person who is or has been an official or auditor of the company.

Auditors Independence

The Directors have received an Independence Declaration from the auditor of Acupuncture Ethics & Standards Organisation Limited, which is attached on page 29 and signed in accordance with a resolution of the board of Directors.

Hoc Ku Huynh OAM (Director & Treasurer)

Qualifications:

- Master of Health Science in TCM
- Bachelor of Acupuncture
- Certificate of Chinese Medicine

Experience:

- Member of AACMA (34 years), AACMA Fellow
- 37 years Clinical Practice in Australia
- Honorary Clinical Associate UTS & Honorary Clinical Supervisor UWS
- Awarded Order of Australia Medal & Life Member of the Order of Australia Association
- Executive member of presidium of World Federation of Chinese Medicine Societies (WFCMS)
- Director of the Australian TCM Practitioner Accreditation Board Ltd
- Registered with the CMBA



Hong Xu (Director & Secretary)

Qualifications:

- Bachelor of Medicine (TCM), China
- Doctor of Philosophy, Australia
- Graduate Certificate of Tertiary Education, Australia

Experience:

- Member of AACMA (18 years), Board Member and State Committee Member of AACMA (5 years)
- 19 years Clinical Practice in Australia & 5 years Clinical Practice overseas
- Professor and Principal Supervisor of Doctoral Level Research Students at Victoria University
- Visiting Professor at Beijing University of Chinese Medicine, Guest Professor at Shandong University of Traditional Chinese Medicine
- Council Member of World Federation of Chinese Medicine Society (WFCMS)
- Standing Board Member, Specialty Committee of Rehabilitation & Healthcare of WFCMS
- Board Member, Specialty Committee of Gynecology of WFCMS
- AACMA nominee to the Australian Mirror Group in Standards for ISO/TC249 Traditional Chinese Medicine (Provisional), Standards Australia, International Standards Organization
- Editorial Board Member, *Australian Journal of Acupuncture & Chinese Medicine*
- Registered with the CMBA



Zhen Zheng (Director)

Qualifications:

- Bachelor of Medicine (Acupuncture), China
- Doctor of Philosophy (Melbourne)

Experience:

- Member of AACMA (13 years)
- 13 years Clinical Practice in Australia & 2 years Clinical Practice overseas
- Senior Lecturer at RMIT University
- Member of the CMRBV Hearings Panel and Course Approval Panel (to June 2012)
- Editor-in-Chief, *Australian Journal of Acupuncture & Chinese Medicine*
- Registered with the CMBA



Matthew O'Hara (Director)

Qualifications:

- Bachelor of Health Science (Acupuncture)
- Certificate of Chinese Herbal Medicine

Experience:

- Member of AACMA (14 years)
- 14 years clinical practice in Australia
- Qld State Committee member (12 years)
- Registered with the CMBA



Waveny Holland (Director)

Qualifications:

- Master of Chinese Medicine (UWS)
- Bachelor of Health Science (Acupuncture) (ACNM)
- Advanced Diploma of Health Science (Acupuncture) (ACNM)
- Certificate IV An Mo Tui Na (ACNM)
- Registered Nurse and Midwife

Experience:

- Member of AACMA (11 years), AACMA Fellow
- 14 years clinical practice in Australia
- Qld State Committee member 2009–current
- Chair Qld State Committee 2011–14
- Practitioner/owner Serendip Natural Healing & Wellness Centre 2005–current
- Registered with the CMBA



Michael Porter (Director)

Qualifications:

- Bachelor of Acupuncture
- Diploma of Acupuncture
- Certificate of Chinese Herbal Medicine

Experience:

- Member of AACMA (29 years), AACMA Fellow
- 29 years Clinical Practice in Australia
- Director of Academy of Oriental Therapies (1993–2003)
- Registered with the CMBA
- Appointed to SA Health Practitioners Tribunal



Mark Bayley (Director) (commenced 18/5/13)

Qualifications:

- Diploma Chinese Medicine (Acupuncture) Sydney College 1991

Experience:

- Member of AACMA (20 years), AACMA Fellow
- 23 years clinical experience
- Qld State committee (previous)
- Lecturer and clinic supervisor Academy Applied Sciences Brisbane (2000–2002)
- Registered with the CMBA



Xiaodong Yu (Director) (commenced 18/5/13)

Qualifications:

- Bachelor of Medicine (TCM), China
- Master of Medical Science (TCM), China

Experience:

- 22 years clinical experience in Australia and overseas
- Member of AACMA (8 years)
- WA State Committee Member since 2010
- Sessional Member of WA administrative Tribunal
- Registered with the CMBA



Meetings attended by Directors

Name	Meetings eligible to attend	Number attended
Hoc Ku Huynh OAM	15	13
Michael Porter	15	12
Walter Simpson	15	13
Zhen Zheng	15	10
Hong Xu	15	14
Richard Ke Yuan Li	15	15
Waveny Holland	15	15
Matthew O'Hara	15	13
Mark Bayley	10 (commenced 18/5/13)	8
Xiaodong Yu	10 (commenced 18/5/13)	9

No Director has received or become entitled to receive a benefit by reason of a contract made by the company or a related company with the director or with a firm of which he is a member or with a company in which he has a substantial financial interest.

Auditor Independence

The Directors received an independence declaration from the auditor of Acupuncture Ethics & Standards Organisation Limited which is attached on the following page [below].

Signed in accordance with a resolution of the Board of Directors.

08 APRIL 2014
BRISBANE, QLD

DIRECTOR

DIRECTOR

AUDITOR'S INDEPENDENCE DECLARATION UNDER SECTION 307C OF THE CORPORATIONS ACT 2001 TO THE DIRECTORS OF ACUPUNCTURE ETHICS & STANDARDS ORGANISATION LTD

Auditor's Independence Declaration

I declare that, to the best of my knowledge and belief, during the year ended 31 December 2013 there has been:

- no contraventions of the auditor independence requirements as set out in the *Corporations Act 2001* in relation to the audit; and
- no contraventions of any applicable code of professional conduct in relation to the audit

(signed)

HAYWARDS CHARTERED ACCOUNTANTS

(signed)

14 APRIL 2014
BRISBANE, QLD

Philip Fitzgerald FCA
REGISTERED AUDITOR #15079

INCOME STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2013

	NOTES	2013	2012
Rental Income		-	-
Other Income		-	-
Administration Expenses		-	-
Other Expenses from Ordinary Activities		-	-
Profit/(Deficit) from Ordinary Activities Before Income Tax Expense	2	0.00	0.00
Income Tax Expense Relating to Ordinary Activities		-	-
Profit/(Deficit) from Ordinary Activities After Related Income Tax Expense		0.00	0.00

The accompanying notes form part of these financial statements.

BALANCE SHEET AS AT 31 DECEMBER 2013

	NOTES	2013	2012
CURRENT ASSETS			
Cash		10.00	10.00
TFN Tax Paid		-	-
TOTAL CURRENT ASSETS		10.00	10.00
TOTAL ASSETS		10.00	10.00
NET ASSETS		\$10.00	\$10.00
MEMBER'S FUNDS			
Accumulated Funds		10.00	10.00
TOTAL MEMBER'S FUNDS		\$10.00	\$10.00

The accompanying notes form part of these financial statements.

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2013

	RETAINED EARNINGS	TOTAL
Balance at 31 December 2012	10.00	10.00
Profit/(Deficit) Attributable to the Entity	-	-
Balance at 31 December 2013	\$10.00	\$10.00

The accompanying notes form part of these financial statements.

STATEMENT OF RECOGNISED INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2013

	NOTES	2013	2012
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Subscriptions		-	-
Other Income		-	-
Payment for Operating Expenses		-	-
		\$0.00	\$0.00
NET CASH FROM INVESTING ACTIVITIES			
NET INCREASE/(DECREASE) IN CASH HELD			
		-	-
CASH AT THE BEGINNING OF THE YEAR		10.00	10.00
CASH AT THE END OF THE YEAR		\$10.00	\$10.00

The accompanying notes form part of these financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013

1. Statement of Significant Accounting Policies

The Financial Report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, including Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the *Corporations Act 2001*. Acupuncture Ethics & Standards Organisation Limited is a company limited by guarantee.

The following is a summary of the material accounting policies adopted by the entity in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

Basis of Preparation

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

Cost is based on the fair values of the consideration given in exchange for assets.

(a) DEPRECIATION

Plant & Equipment

Depreciation on the abovementioned items of property has been provided in accordance with AASB 116 "Property, Plant and Equipment".

All fixed assets are written off in accordance with their estimated useful lives. Depreciation is calculated by adopting the diminishing value method.

(b) INCOME TAX

Income Tax has not been provided for in the company's accounts.

(c) COMPARATIVE FIGURES

Comparative figures, where necessary, have been reclassified in order to comply with the presentation adopted in the figures reported for the current financial year.

(d) EMPLOYEE ENTITLEMENTS

Liabilities for Wages & Salaries and Annual Leave are recognised and are measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlement contributions are made by the association to an employee superannuation fund and are charged as expenses when incurred.

2. OPERATING REVENUE

2013 2012

\$NIL \$NIL

3. RELATED PARTY DISCLOSURE

2013 2012

(a) Director's Remuneration

Income paid or payable to all Directors of the company by the company and any related parties \$0.00 \$0.00

The names of the Directors who have held office during the financial year are:

Hong Xu Walter Simpson Hoc Ku Huynh Richard Ke Yuan Li
Michael Porter Zhen Zheng Waveny Holland Matthew O'Hara
Mark Bayley Xiaodong Yu

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013 CONT.

4. MEMBER'S GUARANTEE

The company is limited by guarantee. If the company is wound up, the Articles of Association state that each member is required to contribute a maximum of \$2 each towards meeting any outstanding obligations of the company.

5. NOTES TO STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purpose of the Statement of Cash Flows, cash includes cash on hand and in Financial Institutions net of bank overdrafts. Cash at the end of the financial year, as shown in the Statement of Cash Flows, is reconciled to the related items in the balance sheet as follows:-

	2013	2012
Cash	\$10.00	\$10.00

(b) Reconciliation of Net Cash provided by Operating Activities to Operating Profit After Income Tax

Operating Profit/(Loss) after income tax	-	-
Depreciation	-	-
Changes in Assets & Liabilities	-	-
Increase/(Decrease) in fees received in advance	-	-
(Decrease) in Creditors	-	-
Net Cash Provided by Operating Activities	\$ -	\$ -

6. ACCUMULATED PROFITS

Accumulated Profits at the Beginning of the Financial Year	10.00	10.00
Net Deficit Attributable to Members of the Company	-	-
	\$10.00	\$10.00

7. CONTINGENT LIABILITIES

The company does not have any contingent liabilities as at 31 December 2013.

8. SEGMENT INFORMATION

The company operates only in the profession of acupuncture and traditional Chinese medicine.

9. SIGNIFICANT EVENTS AFTER BALANCE DATE

There were no significant events after balance date that would impact on the financial report.

DIRECTORS DECLARATION

The directors have determined that the company is not a reporting entity. The directors have determined that this special purpose financial report should be prepared in accordance with the accounting policies described in Note 1 to the financial statements.

The directors of the company declare that:

- The financial statements and notes, as set out on pages 30 to 32:
 - comply with Accounting Standards as described in Note 1 to the financial statements and the *Corporations Regulations 2001*; and
 - give a true and fair view of the company's financial position as at 31 December 2013 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements.
- In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the Directors by:

DIRECTOR



08 APRIL 2014
BRISBANE, QLD

DIRECTOR



INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ACUPUNCTURE ETHICS & STANDARDS ORGANISATION LIMITED

Report on the Financial Report

We have audited the accompanying financial report of Acupuncture Ethics & Standards Organisation Limited, which comprises the balance sheet as at 31 December 2013, and the income statement, statement of recognised income and expenditure and cash flow statement for the year then ended, a summary of significant accounting policies, other explanatory notes and the directors' declaration.

Directors' Responsibility for the Financial Report

The directors of the company are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are appropriate to meet the requirements of the *Corporations Act 2001* and are appropriate to meet the needs of the members. The directors' responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

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

The financial report has been prepared for distribution to members for the purpose of fulfilling the directors' financial reporting under the *Corporations Act 2001*. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Independence

In conducting our audit, we complied with the independence requirements of the *Corporations Act 2001*.

The audit opinion expressed in this report has been formed on the above basis.

Auditor's Opinion

In our opinion, the financial report of Australian Acupuncture & Chinese Medicine Association Limited is in accordance with the *Corporations Act 2001*, including:

- giving a true and fair view of the company's financial position as at 31 December 2013 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1; and
- complying with Australian Accounting Standards to the extent described in Note 1 and complying with the *Corporations Regulations 2001*.

(signed)

HAYWARDS CHARTERED ACCOUNTANTS

(signed)

14 APRIL 2014
BRISBANE, QLD

Philip Fitzgerald FCA
REGISTERED AUDITOR

DISCLAIMER TO THE MEMBERS OF ACUPUNCTURE ETHICS & STANDARDS ORGANISATION LIMITED

The additional financial data presented on page 26 is in accordance with the books and records of the company which have been subjected to the auditing procedures applied in our statutory audit of the association for the financial period ended 31 December 2013. It will be appreciated that our statutory audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy or reliability in respect of the data provided. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person (other than Acupuncture Ethics & Standards Organisation Limited) in respect of such data, including any errors of omissions herein however caused.

(signed)

14 APRIL 2014
BRISBANE, QLD

PHILIP FITZGERALD FCA
REGISTERED COMPANY AUDITOR #15079

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Email aacma@acupuncture.org.au
Website www.acupuncture.org.au

BOARD OF DIRECTORS

As at 31 December 2013

Richard Li (President)	NSW/ACT
Walter Simpson (Vice-President)	QLD
Hong Xu (Secretary)	VIC
Hoc Ku Huynh OAM (Treasurer)	NSW/ACT
Waveny Holland	QLD
Matthew O'Hara	QLD
Michael Porter	SA
Zhen Zheng	VIC/TAS
Mark Bayley	QLD
Xiaodong Yu	WA

Company Secretary

Hong Xu

Membership Officer

Michael Porter

Deputy Membership Officer

Mark Bayley

COMMITTEES

As at 31 December 2013

AJACM Management Committee

Richard Li (Chair, President)

Education Standards Committee

Hong Xu (Chair)

Disciplinary Committee

Waveny Holland (Chair)

Finance Committee

Matthew O'Hara (Chairs)

International Relations Committee

Hong Xu (Chair)

Research & Development Committee

Zhen Zheng (Chair)

Strategic Plan Steering Committee

Richard Li (Chair)

WFAS 2013 Local Organising Committee

Richard Li (Chair)

CPD Committee

Waveny Holland (Chair)

CONSULTANTS

Mary Herbison (Accreditation)
Paul McLeod (Accreditation)
Yanping Wang (Accreditation)

AUDITORS	Haywards Chartered Accountants
BANKERS	Westpac
BROKERS	PI Direct Insurance Brokers P/L Professional Insurance Agencies P/L

STATE COMMITTEES

As at 31 December 2013

Australian Capital Territory

No committee was formed.

Northern Territory

No State Liaison Officer appointed.

New South Wales

Hoc Ku Huynh (Chair)

Eli Huang (Deputy Chair, Assistant Finance Secretary)

Damien Bodnarchuk (Social Events Coordinator)

Mei-Kin Li Rees (Deputy Chair)

Peter Scarselletti (Committee Member)

Tom Parris (Deputy Chair, Minutes Secretary)

Yifan Yang (Committee Member)

Yingshu Li-Cantwell (Finance Secretary)

Karen Bilton (CPE Coordinator)

Sining Luo (Assistant Social Events Coordinator)

Queensland

Waveny Holland (Chair)

Matt O'Hara (Deputy Chair)

Darren Gentle (Finance Secretary)

Andrew Matfin (Secretary)

Brett Montgomery (Committee Member)

Nicola Macdonald (Committee Member)

Bernhard Marzini (Committee Member)

Luis Romero (Committee Member)

Michael Brown (Committee Member)

Amber Fulton (Committee Member)

William Shanasy (Committee Member)

South Australia

Michael Porter (Chair)

Gengchen Bai (Finance Secretary)

Lily Li Feng (Minutes Secretary)

Tasmania

No committee was formed.

Victoria

Minda Agosta (Chair)

Elisa Yip (Deputy Chair)

Victor Lam (Finance Secretary)

Diana Lui (Minutes Secretary)

Zhen Zheng (Committee Member)

Ke Li (Committee Member)

Joseph Azuolas (Committee Member)

Hong Xu (Committee Member)

Edwin Miao (Committee Member)

Christina Yong (Committee Member)

Western Australia

Xiaodong Yu (Chair)

James Evans (Secretary)

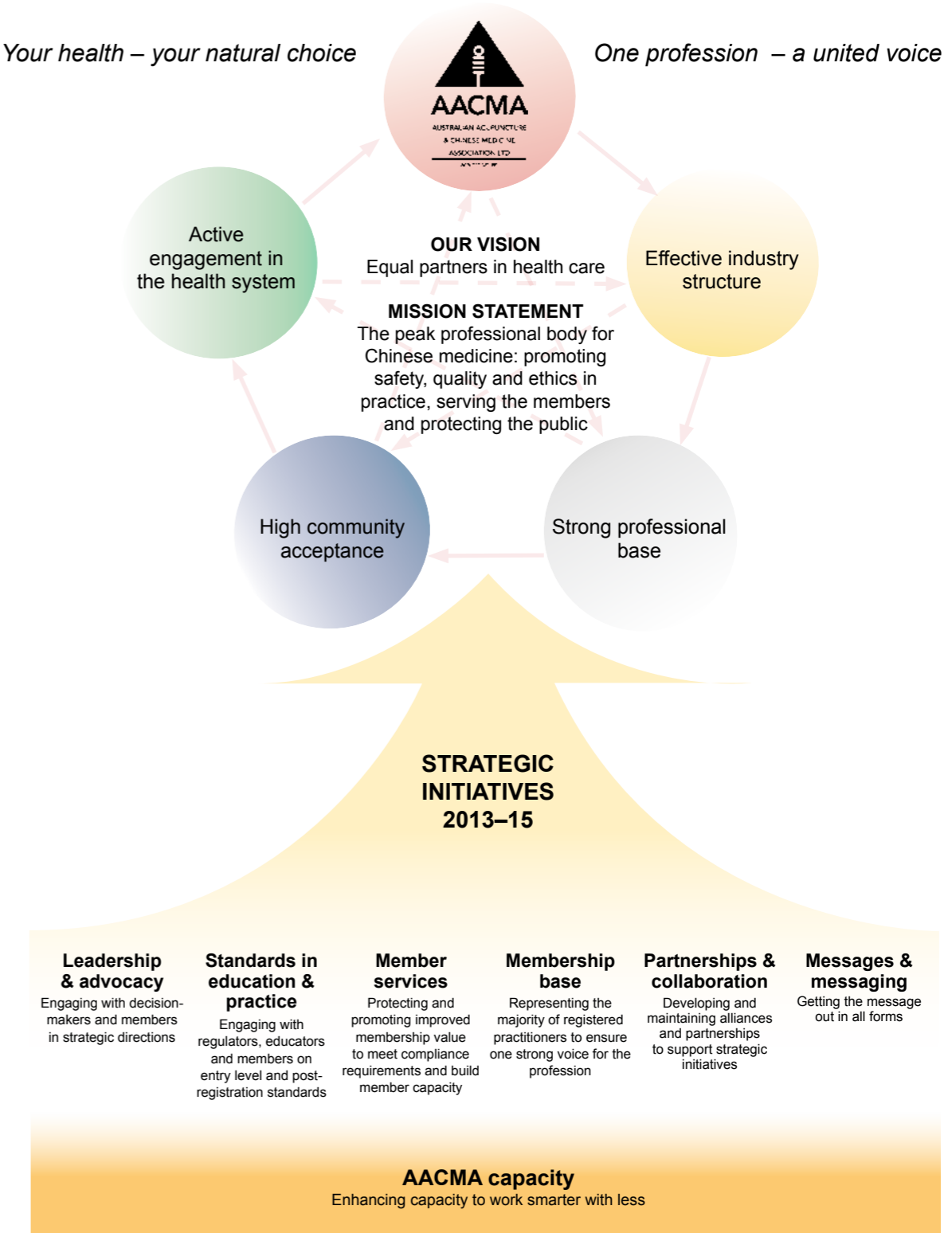
Bing Lei Chen (Finance Secretary)

Winnie Law (CPE Coordinator)

CHINESE MEDICINE

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