



# RCPAQAP

RCPA Quality Assurance Programs

## Annual Report 2016

### Our Programs

- Chemical Pathology
- Haematology and Transfusion
- Infectious Diseases and Immunology
  - Biosecurity
  - Immunology
  - Microbiology
  - Molecular Infectious Diseases
  - Serology
  - Synovial Fluid
- Tissue and Cellular Pathology
  - Anatomical Pathology
  - Cytopathology
- Molecular Genetic Pathology
  - Germline Disorders
  - Haematological Disorders
  - Molecular Oncology
- Point of Care Testing (PoCT)
- Virtual Microscopy
- Pre- and Post-analytical Programs
  - Key Incident Monitoring (KIMMs)

*Protecting patients*

## Chairman's Report

The eighteen months to June 2016 has been a period of big changes for the Company. From July 1 2015, the Company became a wholly owned subsidiary of the Royal College of Pathologists of Australasia (RCPA). A new constitution replaced the 1988 Memorandum and Articles of Association. The existing Directors were re-appointed under the new Constitution. We are confident that this new governance structure with the RCPA will serve only to consolidate the close working relationship we have enjoyed since incorporation over two decades ago, yet maintaining the independence necessary for optimal corporate governance and business performance. We have aligned our financial year with that of the RCPA, moving from a calendar year financial year to a July to June cycle.

The Board created and adopted a Board Charter. The Charter addresses the principles recommended by the Australian Stock Exchange to document the governance framework of the Company: management and oversight; structuring the board to add value; acting ethically and responsibly; recognizing and managing risk; and communication with the RCPA. Up to June 2016 the Board did not have separate Risk and Audit committees. The financial statements are audited by BDO, a major business services firm. The Board has assigned dedicated time to consider risk and audit activities within its calendar. In the 16/17 financial year, the Board will undertake an evaluation of itself. The Chief Executive had his annual appraisal in April 2016. The Company has complied with the communications with the RCPA required of it under the constitution.

We were sad to accept the resignations of two directors – John Wells and Mike Ralston. John became a director a few months after the company was incorporated in 1988. We will certainly miss his very long corporate memory! As recognized by his Order of Australia award for the Queen's birthday holiday, Mike has made many major contributions to Pathology as well as to the College. His understanding of the industry and its members has been invaluable for the company. We thank them both and wish them well and ongoing good health. We are delighted that the RCPA has appointed Dr Melody Caramins to the QAP Board. As the President indicated in his letter to Dr Caramins, she will bring a fresh and dynamic presence to the QAP and her experience and credentials will further the vision of the company.

In terms of the governance of the Programs, Dr David Moffat took over from Professor David Davies as the Chair of the Anatomical Pathology Program in February 2015. Dr Bruce Latham accepted the role as Convenor of the General Diagnostic Module. In 2016, the Cytopathology Program became a Module within the Anatomical Pathology Program. The Board considered this change carefully, looking to the parallel arrangements within the RCPA and the changes in cytopathology practice. Professor Margaret Cummings, the long-standing Chair of Cytopathology stepped down from her role. The new Convenor of the Cytopathology Module is Dr Peter Earles. In December 2015, Professor John Christodoulou resigned as Chair of the Genetics Program and was replaced by Associate Professor Bruce Bennetts. We thank Professors Cummings and Christodoulou for their contributions to their respective Programs.

Dr Tony Badrick assumed his appointment as the Chief Executive in February 2015. In the eighteen months since, he has worked tirelessly to effect the ongoing existential transformation of the Company into a unified entity as well as the implementation of the Company's strategic

plan. The consolidation of all the Programs in Sydney will be complete in mid-2017 with the relocation of the Chemistry and Immunology Programs.

The Board thanks the Program Chairs and all our honorary contributors for their assistance to the Programs. It acknowledges the dedication and hard work of all our staff. My personal thanks go to my fellow Directors for their guidance and support – Tony Landgren, Mike Ralston, Lawrie Bott, John Wells, John Rowell, Jeanne Tomlinson and Bev Rowbotham. And a big welcome to Melody Caramins.

Raymond Chan  
July 2016

## Chief Executive's Report

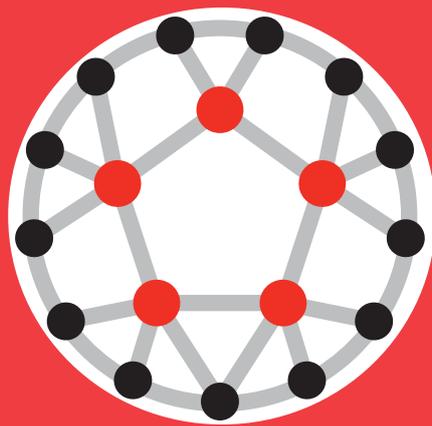
The QAP has had a successful year with some changes in structure to reflect a change of focus from individual disciplines to a more corporate outlook. A laboratory group and an operations group have been formed to give greater efficiencies in the use of the laboratory facilities and allow more time for senior staff to concentrate on customer needs and expand the programs. We have appointed Dr Louise Wienholt as Business Development Manager to lead a stronger marketing group and develop our international Agent responsiveness. Our focus will be on developing existing markets to provide programs which better meet the needs of these Regions.

In the financial year 2016/2017 we will transition the last two disciplines, chemical pathology and immunology, to St Leonards. This has required finding new staff and training them as well building a new cold room and preparing for a larger and more demanding logistic process. The Adelaide staff have provided the QAP with best practice programs for many years and their dedication and skills will be acutely missed.

The QAP has started rewriting the fundamental IT tools using existing software where possible to be supplemented by specialized in-house developed QA routines. It is expected that this will take two years to complete but hopefully there will be obvious benefits to our participants and advisory committees from the end of 2016.

## RCPA QAP Board of Directors

Dr Raymond Chan - Chairman  
Dr John Wells  
Mr Mike Ralston  
Dr Beverly Rowbotham  
Dr John Rowell  
Prof Anthony Landgren  
Dr Lawrie Bott  
Dr Jeanne Tomlinson



**RCPA Quality Assurance  
Programs Pty Limited**

Suite 201, Level 2, 8 Herbert Street  
St Leonards NSW 2065  
AUSTRALIA

email: [enrolment@rcpaqap.com.au](mailto:enrolment@rcpaqap.com.au)  
phone: 1300 78 29 20  
fax: 1300 78 29 21

**[rcpaqap.com.au](http://rcpaqap.com.au)**