



Occupational Therapy
Board of New Zealand

TE POARI WHAKAORA NGANGAHAU O AOTEAROA

FOSTERING FAITH AND CONFIDENCE IN THE PROFESSION

Pūrongo ā-Tau | Annual Report

2023

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Data Snapshot 2023

as at 31 March 2023

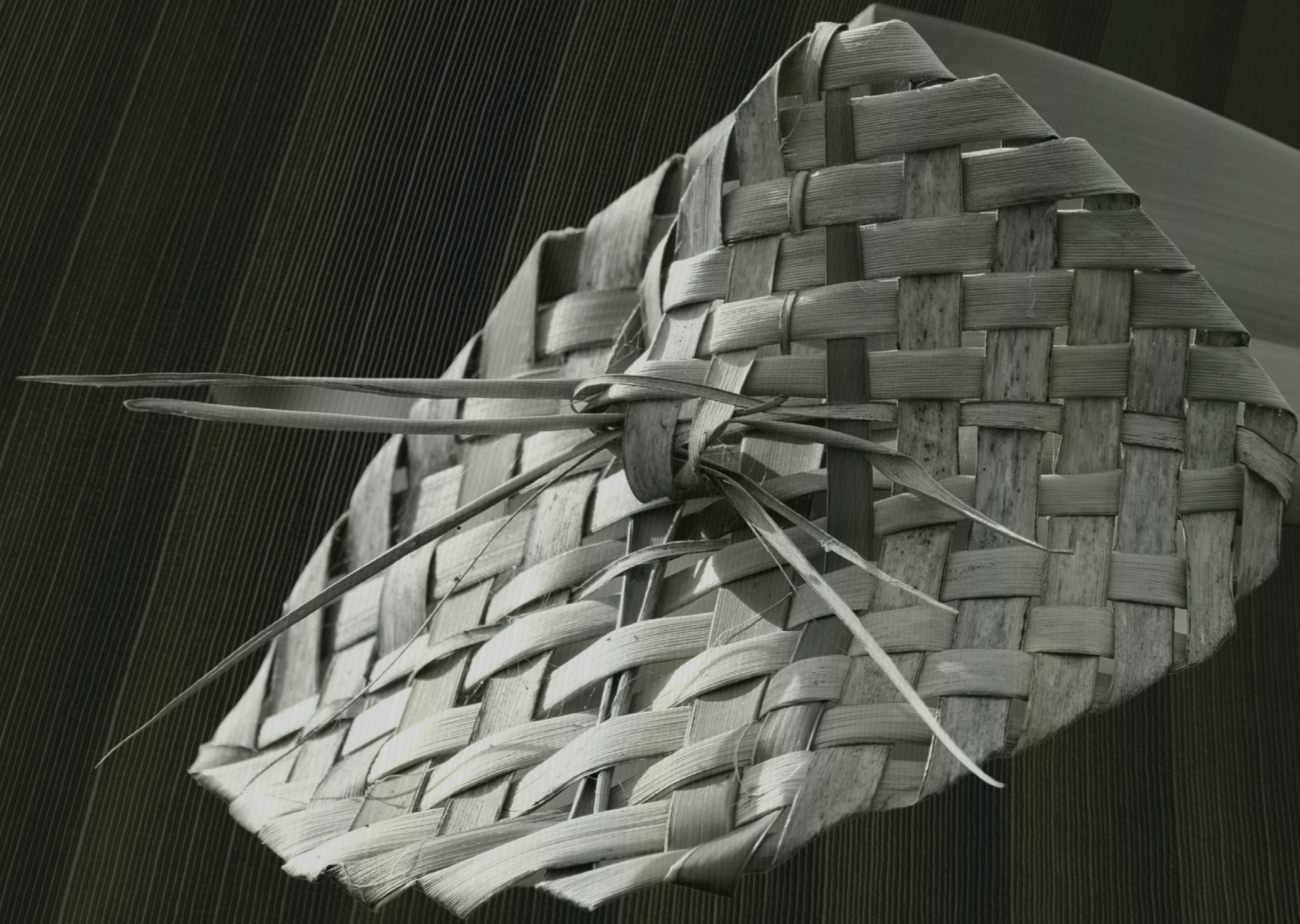
3,393

Kaiwhakaora ngangahau held a practising certificate – the highest number recorded by OTBNZ

321

Kaiwhakaora ngangahau on the register are Māori or Pasifika practitioners – a 4.6% increase from 2022.

Mahi Whakahaerenga Governance



Pūrongo a Ngā Heamana Mahitahi Co-Chairs' Report

Titiro whakamuri, kōkiri whakamua!

The annual co-Chair report allows us to reflect on all the great mahi over the past year and look towards the future.

On behalf of te Poari Whakaora Ngangahau o Aotearoa Occupational Therapy Board of New Zealand (te Poari), we would like to acknowledge everyone who has had a part in supporting this mahi and we send our gratitude to all our networks, stakeholders, practitioners, and our communities that benefit from occupational therapy practice and its regulation.

Te Poari

Te Poari has undergone significant personnel change over the last 12 months as we farewelled two long-serving te Poari members Erica Hodgson (previous chair and then Co-Chair Tangata Tiriti) and Cassandra Hopkins (previous Deputy Chair), both of whom have contributed an enormous amount over several years. We thank them for steadying the waka and providing a great foundation for the incoming te Poari members. We are also very excited to welcome five new te Poari members – Emma Parry, Kim Reay, Matt Janssen (occupational therapy Poari members), Shane Bidois and Anushiya Ponniah (Poari laymembers), whose wide range of experiences and expertise will enhance and enrich te Poari greatly. Nau mai haere mai!

In 2022, our goal was to have equal representation Tangata Whenua and Tangata Tiriti at te Poari table. This was underpinned by the HPCAA 2003 and Te Pae Ora Act 2022. This year, we now have four out of nine Tangata Whenua members that make up our total board. While the choice of te Poari members ultimately remains with the Ministry of Health, we have been shown support for our stance in wanting to ensure equal representation.

Our team

It seems all good things do eventually come to end, as we farewell Andrew Charnock, our Chief Executive and Registrar who retires this December. Andrew has led the mahi of te Poari with passion and distinction over the course of his 14 years and has been instrumental in leading the recent work for te Poari te Tiriti responsiveness journey.

We are very grateful for the legacy that Andrew leaves and know that he has set a solid foundation for the next appointment. The recruitment process is well under way, and we hope to report good news of an incoming new Chief Executive and Registrar over the coming weeks.

Te Tari (our office staff) are embracing cultural learnings in te ao Māori and te reo Māori that are part of our collective journey. Sharon Bryant and Theresa Carter as Professional Advisor Tangata Whenua and Te Tiriti Implementation Lead respectively, are operationalising the vision of te Poari and creating a professional development pathway to help us better understand the Māori worldview to increase our cultural competence and safety as an organisation. There has been significant change for Te Tari, and we want to give them a special mention for taking it all in their stride – he waka eke noa tātou!

We must also acknowledge the establishment of Te Rōpū Tohutohu and our newly appointed kaumātua, Matua Peter Jackson, who have been our pou and support for tikanga Māori, te reo and mātauranga Māori – tau kē koutou katoa! We could not do this without your guidance and wisdom, and we appreciate the way you challenge te Poari to progress the Tiriti journey.

Our progress

Responding to notifications is part of our mahi to keep the public safe. We continue to use a right touch approach, seeking in the first place to educate, support and encourage best practice. The monitoring of ePortfolios, audits, trends in registration and recertification, updates to policy, risk, compliance, finance, and communications are a regular part of te Poari workload that is overseen by the operational staff in Te Tari.

Te Tiriti Implementation Plan is high on our agenda, and we are pleased with the progress being made, especially the collaboration with Te Rōpū Tohutohu and the outstanding professional development plan that has been initiated to improve cultural safety and competence across te Poari.

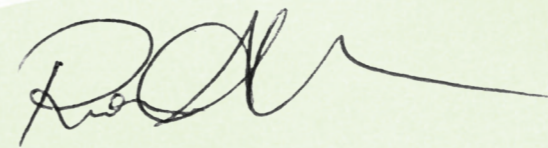
Our way ahead

With COVID hopefully behind us, new focus has been put into engaging with the profession. Te Poari is supporting the OTNZ-WNA annual conference and hosting five regional hui for the profession coming up in October and November. We look forward to being able to meet in person once again, and we are excited to spend time and hear from the profession at these upcoming events.

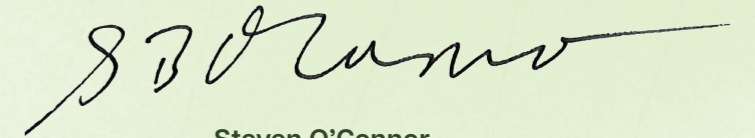
Te Poari is assisting in the planning and resourcing of a hui for tangata whenua occupational therapists. Te Poari aims to support our Māori networks and Māori practitioners to ensure we have strong Māori leadership across the profession. This is an essential responsibility of te Poari to support the improvement of health workforce equity in occupational therapy.

The Code of Ethics is currently being reviewed to ensure it reflects our unique te Tiriti context in Aotearoa. Progress on the Code of Ethics is due in November of this year. The reaccreditation of the occupational therapy schools is due to be completed in October 2023.

Looking ahead, we have an exciting programme of professional development to support our te Tiriti journey. We look forward to embracing the skills and experience that our five new Poari members will bring and working with a new Chief Executive and Registrar to continue to be leaders in occupational therapy practice and regulation, supporting the profession to deliver safe and competent practice.



Roxanne Waru
Heamana Mahitahi
Co-Chair Tangata Whenua



Steven O'Connor
Heamana Mahitahi
Co-Chair Tangata Tiriti



Pūrongo a Heamana o Te Rōpū Tohutohu Māori Advisory Committee Chair's Report

Te Rōpū Tohutohu was established to provide expert advice on Māori cultural matters that will guide te Poari in their strategies to ensure te umanga whakaora ngangahau in Aotearoa are practicing culturally competently and safely by supporting and providing Te Ao Māori perspective and advice to Te Poari.

In June 2022 together with te Poari, we welcomed Tracy Murphy, the new mema o te Poari, at Koraunui Marae in Stokes Valley, Lower Hutt. In November 2022 at Koraunui Marae, te Rōpū welcomed Te Whare Wānanga o Awānuiarangi, to talk to us about Te Wānanga undertaking a Needs Analysis for an occupational therapy school.

Being on the marae was a step in the right direction, which te Rōpū continues to support. By utilising the pōwhiri model of practise, this ensures the creation of a safe place for relationships and kōrero to occur.

**Ehara taku toa i te toa takitahi,
engari he toa takitini.**

My success should not be bestowed onto me alone, as it was not individual success but success of a collective.



At Koraunui Marae, June 2022
Left to right: Jake Tahitahi, Roxanne Waru, Shaz Bryant, Andrew Charnock, Cassandra Hopkins, Carolyn Simmons, Wendi Raumati, Yvette Grace, Ben Te Maro, Tracy Murphy, Steven O'Connor, Erica Hodgson, Dr Sharon Gemmell



Te Waka Hourua model
illustrated by MITA Creative

Strategic Plan

Te Rōpū Tohutohu supported te Poari with the concept of te waka hourua. Guiding us was the whakatauki, “Kia whakatōmuri te haere whakamua” – *I walk backwards into the future with my eyes fixed on the past.* This was an exciting time as we all join te waka hourua on the journey into the future.

Framework

During the past year Te Rōpū offered framework options te Poari, to provide an anchor for the development of best practices models and strengthen core cultural competencies, while relating them to necessary clinical competencies. Currently we are looking at a model that will weave together multiple concepts to form a tool that provides sustenance and resources sitting alongside the significant relationship critical to development of ngā whakaora ngangahau as a whānau, hapū, iwi.

Kaumātua and Kaimahi

Te Rōpū supported and embraced the appointment of Te Poari kaumātua Peter Jackson. Matua Peter’s tool kete includes responsibilities and processes of governance, and a sense of humour. Te Rōpū and Matua Peter have different roles and responsibilities, but we work together rowing in the same direction.

At the end of the 2022, we farewelled Yvette Grace, who was the kaimahi for the Te Tiriti o Waitangi Engagement Implementation Plan. Yvette’s final report focused on cultural safety and the need for te Poari to operationalise the cultural safety standards with the profession and the need to develop a long-term cultural competency strategy for the entire organisation, including te Poari. In March 2023, Theresa Carter joined the waka as our new Te Tiriti Implementation Project Lead and we look forward to working with her.

Dr Sharon Gemmell
Heamana – Te Rōpū Tohutohu
Chair – Māori Advisory Committee



Pūrongo a Tumu Whakarae me te Kairēhita Chief Executive and Registrar's Report

This report provides a review on some of our mahi over the last financial year.



Service level agreement with the Nursing Council of New Zealand

We continue to enjoy the benefits of working with 10 other health responsible authorities in a shared space in central Wellington. The service level agreement we have with the Nursing Council has helped us with cost efficiencies with such things as office space, finance, and payroll, as well as collegial support which comes from sharing office space.

Service level Allied Health Responsible Authorities hui

Periodically throughout the year, we have met with other Allied Health colleagues. The hui have been led by Martin Chadwick (Chief Allied Health Professions Officer, Manatū Hauora). These meetings have been helpful in bring several Allied Health responsible authorities together to understand the changes taking place centrally within Manatū Hauora, for example, workforce developments, an overview of the international recruitment campaign. Incidentally, we have seen an exponential growth in the number of overseas occupational therapists applying for registration in Aotearoa New Zealand. This trend being driven in part by the recruitment drives led by Manatū Hauora. We are planning to introduce an abridged registration process for practitioners who are qualified and hold registration in the United Kingdom, Ireland, and Canada.

Sector reference group

In March, the first of a series of sector reference groups took place. This mahi being coordinated by Martin Chadwick saw a range of occupational therapists, leaders, educators, association, and regulator come together to share ideas about the profession. A SWOT analysis provide the basis for looking at development opportunities for occupational therapy in Aotearoa New Zealand. The sector reference groups are set to continue throughout the year and make visible potential changes for the profession.

Our Te Tiriti journey

Last year, I reported on the start of our te Tiriti journey following a successful noho marae and development of an action plan back in 2021. Yvette Grace (Ngāti Porou, Rangitāne, Ngāti Kahungunu) as our Kaiārahi Whakatinana i Te Tiriti | Te Tiriti Implementation Project Lead started to achieve goals against the action plan. Yvette left to take up mahi as a Chief Executive closer to home and we were lucky to then contract with Theresa Carter (Ngāti Porou, Ngāi Tuhoē, Ngāti Rarua) to help us continue our Te Tiriti journey.

In June 2022, we completed the Wall Walk course facilitated by Dr Simone Bull. This was an interactive workshop which examined societal changes from the early 1800s to present day. Many of the changes examined the impact on Māori and the consequences of colonisation.

Our Te Tiriti journey is both a professional and personal experience and I am pleased to report that our team, te Tari, have embraced the changes signalled in our action plan. Our current Te Tiriti Implementation Plan can be seen on our website.

We have made connection and are building a relationship with Koraunui Marae based in Stokes Valley, Lower Hutt where we held our first joint hui between the Board te Poari and te Rōpū Tohutohu Māori Advisory Committee.

Notifications research

We have between 50- 80 notifications per year. Details of the notifications can be found later in the Report.

In late September and mid-November 2022, an independent contractor was engaged to undertake interviews with several practitioners who had received a notification. Notifications range from health, competence, and conduct. The research allows us to reflect on our processes and implement recommendations, for example, a notification leaflet which explains the process and identifies where practitioners could access advice and support. There are also monthly updates on the process of the notification, and personal contact with practitioners when notifications are received.

Health workforce dialogue

There is considerable debate and development taking place about the health workforce. We have participated in a number of hui concerning health workforce initiatives. The mahi taking place within Manatū Hauora which started with a hui at Parliament on 12 November 2022. Collaboration and updates from Te Whatu Ora and Te Aka Whai Ora, along with information at the Allied Health hui mentioned above provide continued updates and opportunity to engage. We will progress with providing a picture of the whakaora ngangahau occupational therapy workforce. The current statistics can be found later in this report.

Andrew Charnock
Tumu Whakarae me te Kairēhita
Chief Executive and Registrar

Te Poari Whakaora Ngangahau o Aotearoa

The Occupational Therapy Board of New Zealand



Seated front row, left to right: Roxanne Waru, Kim Reay
Second row, left to right: Anushiya Ponniah, Emma Parry, Tracy Murphy, Ben Te Maro
Back row, left to right: Shane Bidois, Steven O'Connor, Matt Janssen

Our purpose

To protect the health and safety of the members of the public

Our values

Whanaungatanga
Manaakitanga
Rangatiratanga
Kotahitanga

Our vision

United and guided by our unique Tiriti relationships in Aotearoa, OTBNZ leads national and international best practice in regulation and occupational therapy services.

Our mission

Ensuring people of Aotearoa receive clinically and culturally safe high-quality occupational therapy services and practice.

Our functions

Te Poari is an appointed body corporate in accordance with the Health Practitioners Competence Assurance Act (HPCAA) 2002. As an Authority under the Act, te Poari is responsible for the registration and oversight of occupational therapy practitioners.

The functions of te Poari are listed in section 118 of the Act are:

- a. to prescribe the qualifications required for scopes of practice within the profession, and, for that purpose, to accredit and monitor education institutions and degrees, courses of studies, or programmes
- b. to authorise the registration of health practitioners under the Act, and to maintain registers
- c. to consider applications for annual practising certificates
- d. to review and promote the competence of health practitioners
- e. to recognise, accredit, and set programmes to ensure the ongoing competence of health practitioners
- f. to receive information from any person about the practice, conduct, or competence of health practitioners and, if it is appropriate to do so, act on that information
- g. to notify employers, the Accident Compensation Corporation, the Director-General of Health, and the Health and Disability Commissioner that the practice of a health practitioner may pose a risk of harm to the public
- h. to consider the cases of health practitioners who may be unable to perform the function required for the practice of the profession
- i. to set standards of clinical competence, cultural competence (including competencies that will enable effective and respectful interaction with Māori), and ethical conduct to be observed by health practitioners of the profession
- j. to liaise with other authorities appointed under the Act about matters of common interest
 - j.a. to promote and facilitate inter-disciplinary collaboration and co-operation in the delivery of health services
- k. to promote education and training in the profession
- l. to promote public awareness of the responsibilities of the authority
- m. to exercise and perform any other functions, powers, and duties that are conferred or imposed on it by or under the Act or any other enactment.

Mahi Whakahaerenga Rangatōpū Corporate Governance



Ngā Mema o te Poari Board Members

Members are appointed to te Poari by the Minister of Health. Their term is for three years. A member can be reappointed for a subsequent 3-year term. After two 3-year term, a member usually steps down. There are instances where a third term is agreed upon by the Minister of Health. Re-election is possible after a one-term break.

NAME	Profession	Region	Date of appointment	Term(s)	Term end date
Erica Hodgson	Occupational therapist	Auckland	November 2015	2	July 2022
Cassandra Hopkins	Occupational therapist	Hamilton	November 2016	2	July 2022
Roxanne Waru	Occupational therapist	Hawke's Bay	July 2020	2	July 2023
Ben Te Maro	Occupational therapist	Auckland	July 2020	2	July 2023
Tracy Murphy	Occupational therapist	Hawke's Bay	May 2022	2	May 2025
Steven O'Connor	Layperson	Dunedin	July 2020	2	July 2023
Taima Fagaloa	Layperson	Wellington	July 2020	2	July 2023

Board hui attendance 22/23

NAME	12 Apr 22 (Zoom)	14 Jun 22	16 Aug 22	18 Oct 22	6 Dec 22	14 Feb 23 (Zoom)	Status
Erica Hodgson	✓	✓	✓	✓	✓	✓	Finished term
Cassandra Hopkins	✓	✓	✓	✓	✓	✓	Finished term
Roxanne Waru	✓	✓	✓	via Zoom	✓	✗	
Ben Te Maro	✓	✓	✗	✓	✓	✓	
Tracy Murphy	-	✓	✓	✓	✓	✗	Appointed May 2022
Steven O'Connor	✓	✓	✓	via Zoom	via Zoom	✓	
Taima Fagaloa	✓	via Zoom	✓	✓	✗	✓	Finished term

Ngā Mema o te Rōpū Tohutohu Māori Advisory Committee

In January 2022, the Board appointed Te Rōpū Tohutohu to act as OTBNZ's Māori Advisory Committee, supporting the Board and secretariat in implementing their Tiriti engagement plan.

- ▶ Dr Sharon Gemmell – Layperson
- ▶ Jake Tahitahi – Occupational therapist
- ▶ Huhana Whautere – Occupational therapist
- ▶ Georgina Davis – Occupational therapist
- ▶ Wendi Raumati – Layperson

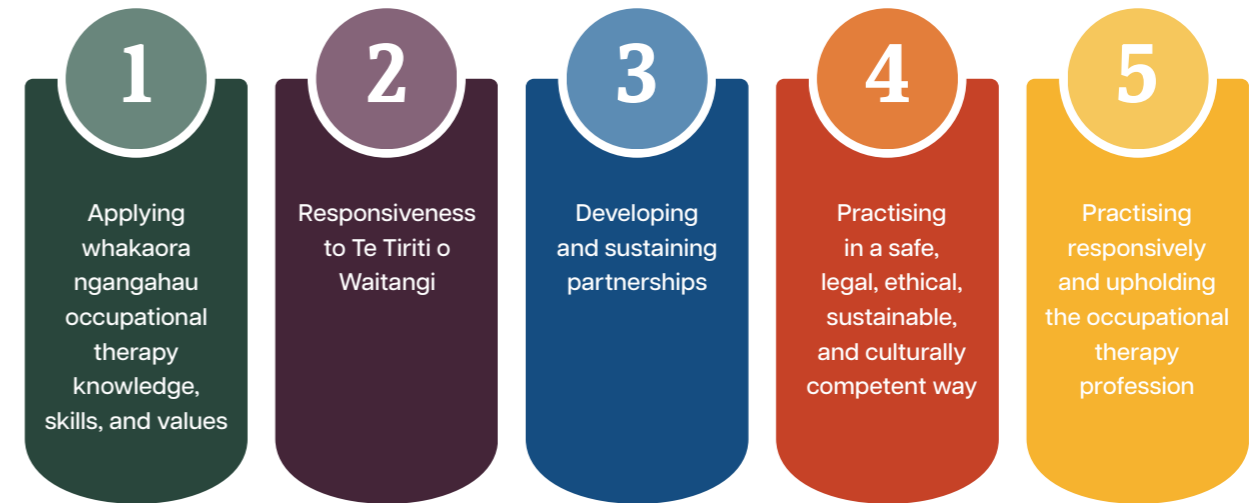
Kaiaromatawai Āheinga Competence Assessors

Our competence assessors evaluate qualifications and assess the competence to the General Scope of Practice: Occupational Therapist.

They assess registrants from overseas and registered occupational therapists who have not practised in over 3 years and are applying for a practising certificate.

- ▶ Blair Cross
- ▶ Kim Mariu
- ▶ Tūi Poff-Nuku
- ▶ Carolyn Simmons
- ▶ Shaz Bryant

The five areas you must be competent in



Kaitātari Kaute ePortfolio Auditors

Our ePortfolio auditors evaluate and assess the information that practitioners have entered into the continuing competence tool ePortfolio. Auditors are occupational therapists who are contracted for their expertise.

- | | | |
|---|---|--|
| <ul style="list-style-type: none"> ▶ Kim Henneker ▶ Karen Molyneux ▶ Louise Tapper | <p>Until 20 June 2022</p> <ul style="list-style-type: none"> ▶ Jonathan Armstrong ▶ Deborah George ▶ Yasmin Orton ▶ Emma Parry ▶ Suzanne Patterson ▶ Carolyn Simmons | <p>From 10 August 2022</p> <ul style="list-style-type: none"> ▶ Blair Cross ▶ Catherine Graham ▶ Dawn Mako ▶ Georgia Brown ▶ Joy Aiton ▶ Maria Donaldson ▶ Qi Liu ▶ Tūi Poff-Nuku |
|---|---|--|

Te Tari Secretariat

Andrew Charnock	Tumu Whakarae me te Kairēhita Chief Executive and Registrar	Overall management responsibility for the organisation. Statutory responsibility under the Health Practitioners Competence Assurance Act 2003 (HPCAA).
Megan Kenning	Kaitohutohu Paerewa Kaupapahere me te Tūraru Policy, Standards and Risk Advisor	Advises and provides support on policies, standards, and managing risk.
Bianca Villarante	Kaitohutohu Whakawhiti Kōrero me te Kaiwaihanga Kōrero ā-Matihiko Communications Advisor and Digital Content Creator	Manages the website, publications, social media, and external communications with stakeholders.
Amy Darwin-Chubb	Kaiāwhina Tumu me te Hēkeretari o te Poari Executive Assistant and Board Secretary	Provides executive assistance, office management, and general administrative services to Poari members and staff.
Toni Lancaster	Kaiwhakahaere Rēhitatanga Manager Registrations	Manages the registration process including renewals, policy development, and case management.
Sherida Charles (to Aug 2022) Ashley Bolger (from Oct 2022)	Kaiāwhina Rēhitatanga me te Whakahoutanga Tohu Assistant Registration and Recertification	Assists with the processing of all registrations, ensuring policies and practice are met.
Shaz Bryant	Kaitohutohu Ngaio – Tangata Whenua Professional Advisor	Provide clinical advice and support on risk management, practice, and competence.
Carolyn Simmons	Kaitohutohu Ngaio – Tangata Tiriti Professional Advisor	
Yvette Grace (to Nov 2022) Theresa Carter (from Jan 2023)	Kaiārahi Whakatinana i Te Tiriti Te Tiriti Implementation Lead	Leads the strategic implementation of Te Tiriti Implementation Plan.

Additional secretariat staff

Jack Macklow	Kaitautoko Whakarite Administration Support	September 2022 to March 2023
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He Whakamārama o te Mahi Whakaora Ngangahau Definition of the Practice of Occupational Therapy

The Occupational Therapy Board of NZ defines the practice of occupational therapy as the following:

- Using processes of enabling occupation to promote health and well-being by working with individuals, groups, organisations, communities and society to optimise activity and participation across the lifespan and in all life domains.
- Establishing relationships with clients/tangata whaiora and people associated with clients, based on an understanding of their occupational history, participation preferences, and the personal, spiritual, family/whanau, social, and cultural meanings of what they do.
- Using interactive, observational and interpretive methods of enquiry to explore and understand the subjective meanings of occupation.
- Assessing aspects of people, occupations and places relevant to the things people want, need and are expected to do, including:
 - personal factors, body structures and functions, activity limitations and occupational performance skills relative to the requirements for participation and developmental stage.
 - past and present participation in occupation including the effectiveness of and satisfaction with that participation.
 - routines and patterns of participation, and their consequences for health and well-being.
 - the components of occupation, and the capacities, skills and resources required to participate in them.
 - contexts of participation, including facilitators and barriers to participation in occupation, and culturally defined roles and meanings.
- Working collaboratively with clients to:
 - identify and prioritise activity and participation goals at an occupational performance level, in current and future environments.
 - develop, preserve and restore capacity for participation, including body structures and functions, and personal factors as these relate to skillful, effective and satisfying occupational performance.
 - prevent or retard predictable deformity of body structures and/or disruption of body functions that might affect participation, through educational approaches and by recommending and educating people in the use and care of assistive devices, garments and technologies.
 - review participation choices, in relation to enabling occupational performance.
 - modify how, when, where and with whom activities and occupations are performed.
 - modify physical, social and attitudinal environments to remove barriers to participation in occupation and strengthen facilitators of participation in occupation.
 - develop a group, organisation, or community's purpose, resources, structure, functioning and/or skills to enable participation in occupation.
- Engaging in processes to ensure competence in "1" above.
- 'Practice' goes wider than clinical occupational therapy to include teaching/tutoring, professional and/or team leadership or health management where the person influences the practice of occupational therapy, in hospitals, clinics, private practices and community and institutional context whether paid or voluntary.



Hōkai o te Whakawaiinga Scope of Practice

Te Poari has one scope of practice for practitioners on its register:

General Scope of Practice: Occupational Therapist

The core aim of occupational therapy is to support people and whānau to have a life they value through enabling occupation and inclusion in society. Occupational therapists assess, diagnose and work together with people and whānau to engage in the meaningful activities they need, want and are expected to do in their everyday life. They work with people at all stages of life who have health conditions, disabilities, injuries or risks to health and/or are encountering social or environmental barriers to carrying out meaningful occupation.

Engaging in meaningful occupation is essential for strengthening mana, whānau health, wellbeing and prosperity, and the wellbeing of communities. This denotes the concept of occupation being used therapeutically to promote and support health and wellbeing.

Occupational therapists advocate for the rights, responsibilities and opportunities of all people and whānau to engage in occupations. Human rights, occupational and social justice, equity and sustainability are core principles of the profession. Practice is responsive to social, cultural, historical, economic and environmental influences on occupation, including discrimination, systemic disadvantage, poverty, conflict and natural disasters.

Occupational therapy practice, education and research in Aotearoa New Zealand is conducted in a manner that enables and advances the equal and respectful partnership between tangata whenua and tangata Tiriti as laid out in te Tiriti o Waitangi.

Occupational therapists work collaboratively, safely and skilfully with the aim of enhancing tino rangatiratanga. They work in leadership and in emerging roles including policy, governance, management and education to lead self, others and/or organisations to enable health and wellbeing of people. They apply professional reasoning, research evidence and practical knowledge, coupled with the experience of people and whānau receiving services.

Occupational therapists practise as generalists and specialists, autonomously and within teams and in public, Māori, private, virtual, civic, community and corporate contexts, in accordance with the Occupational Therapy Board of New Zealand Code of Ethics and Competencies for Registration and Continuing Practice.

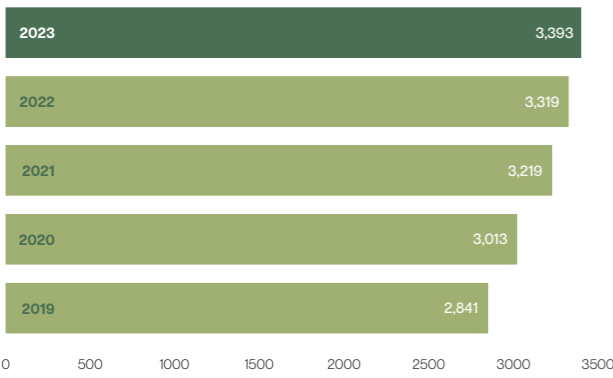
Raraunga Ohumahi Workforce Data



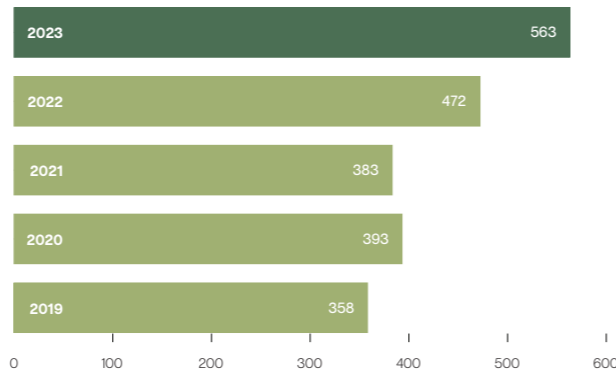
Rēhītatanga Registrations

(at 31 March 2023)

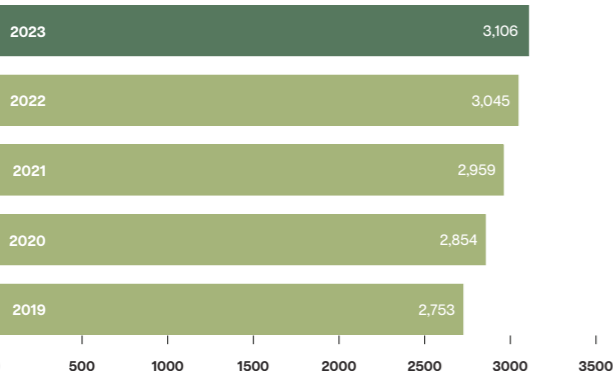
Occupational therapists holding a current annual practising certificate (APC)



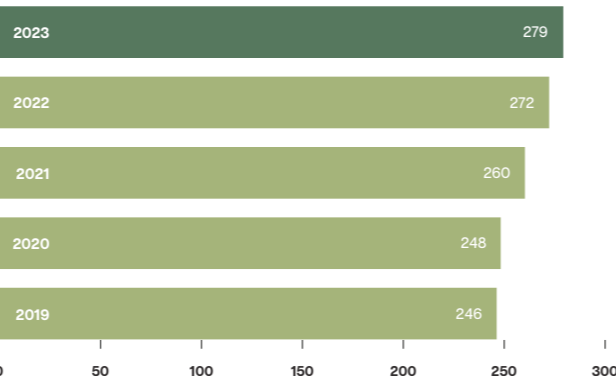
Registered (non-practising) occupational therapists paying a registration maintenance fee



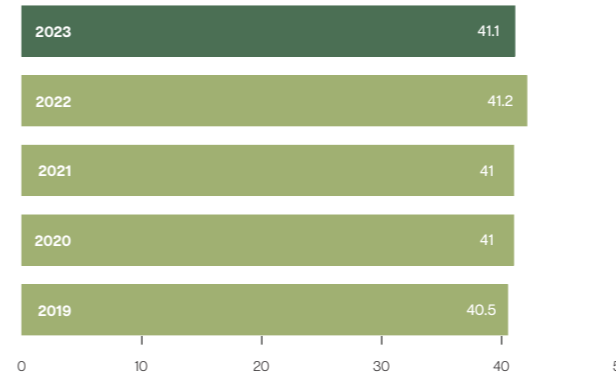
Female occupational therapists with a practising certificate



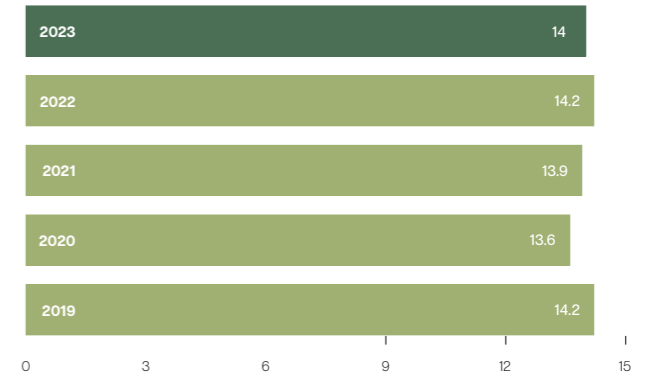
Male occupational therapists with a practising certificate



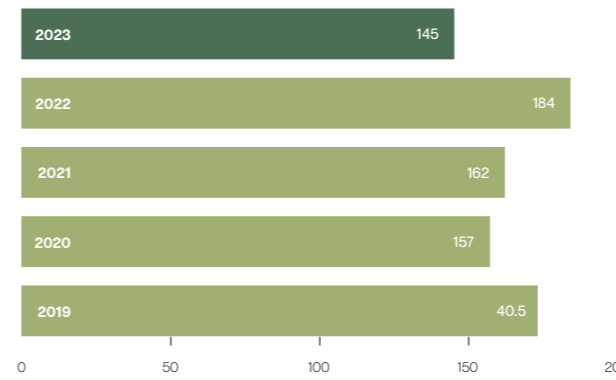
Average age of occupational therapists with a practising certificate



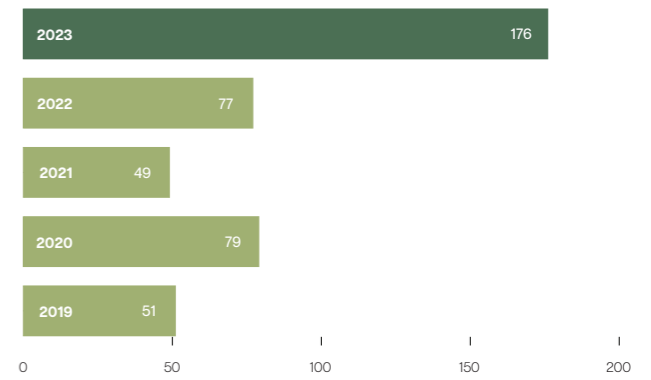
Average years registered for practitioners with a practising certificate



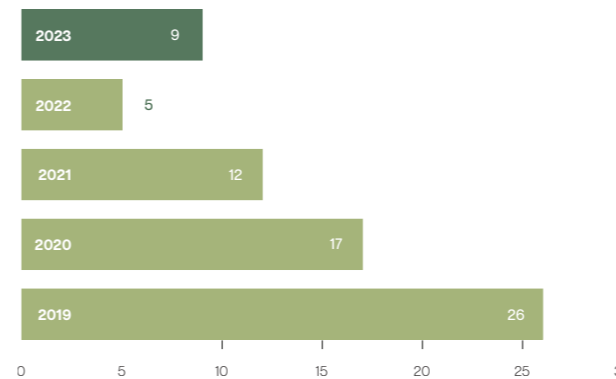
New graduates who qualified at a New Zealand tertiary institution



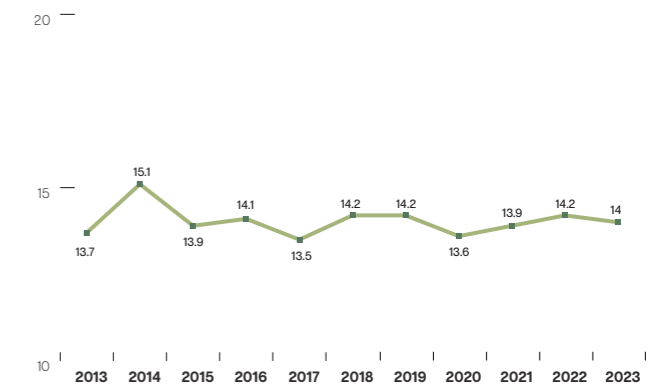
Overseas qualified occupational therapists



Registration under the Trans-Tasman Mutual Recognition Act (TTMRA)

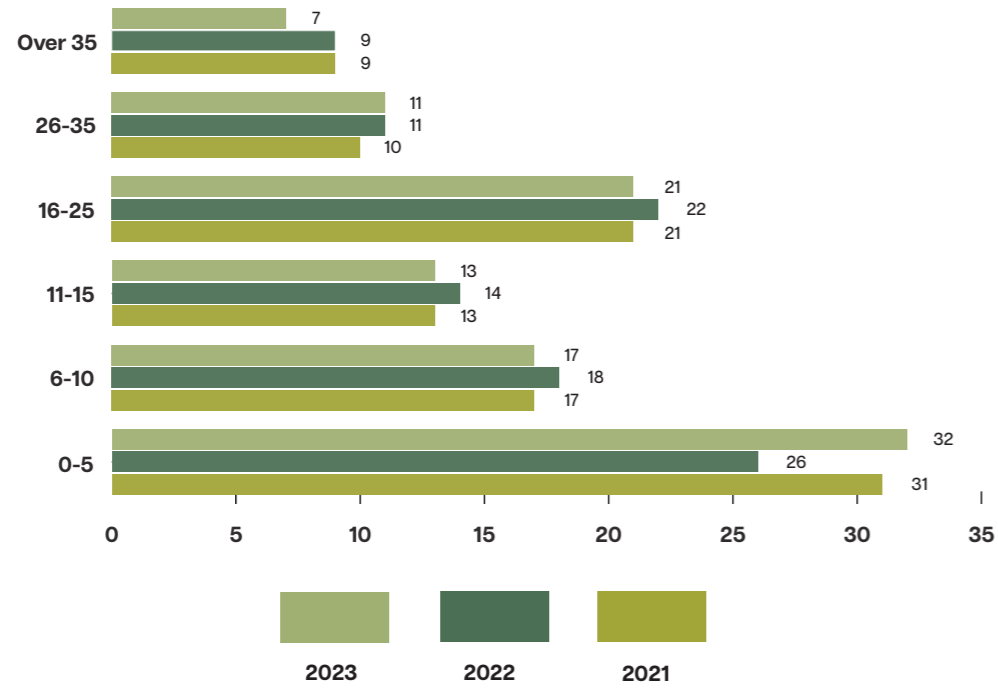


Average years since first registered (APC holders)

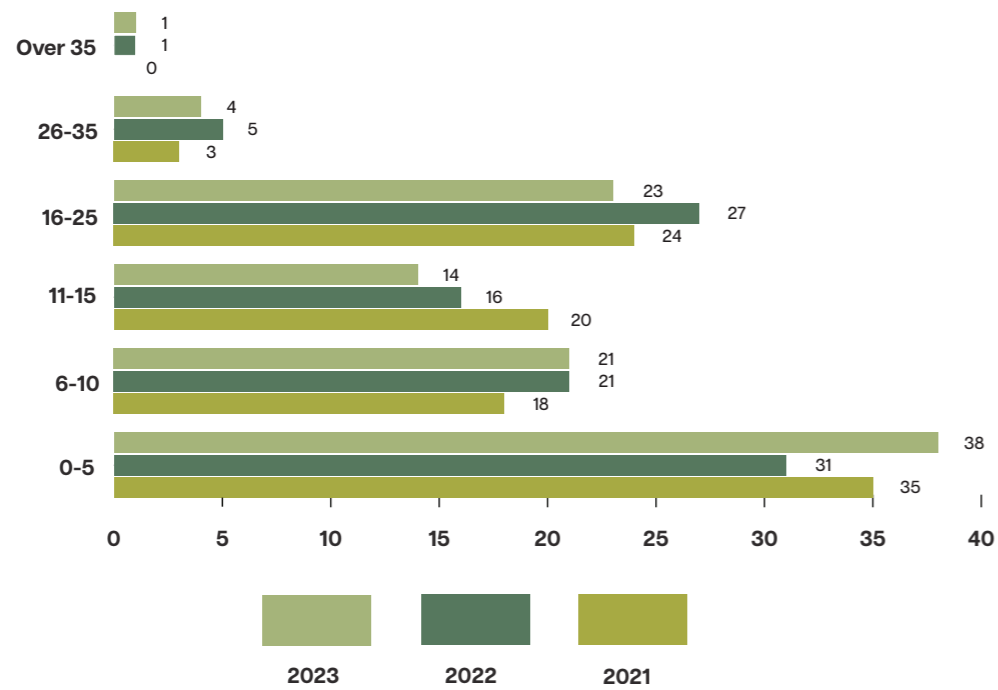




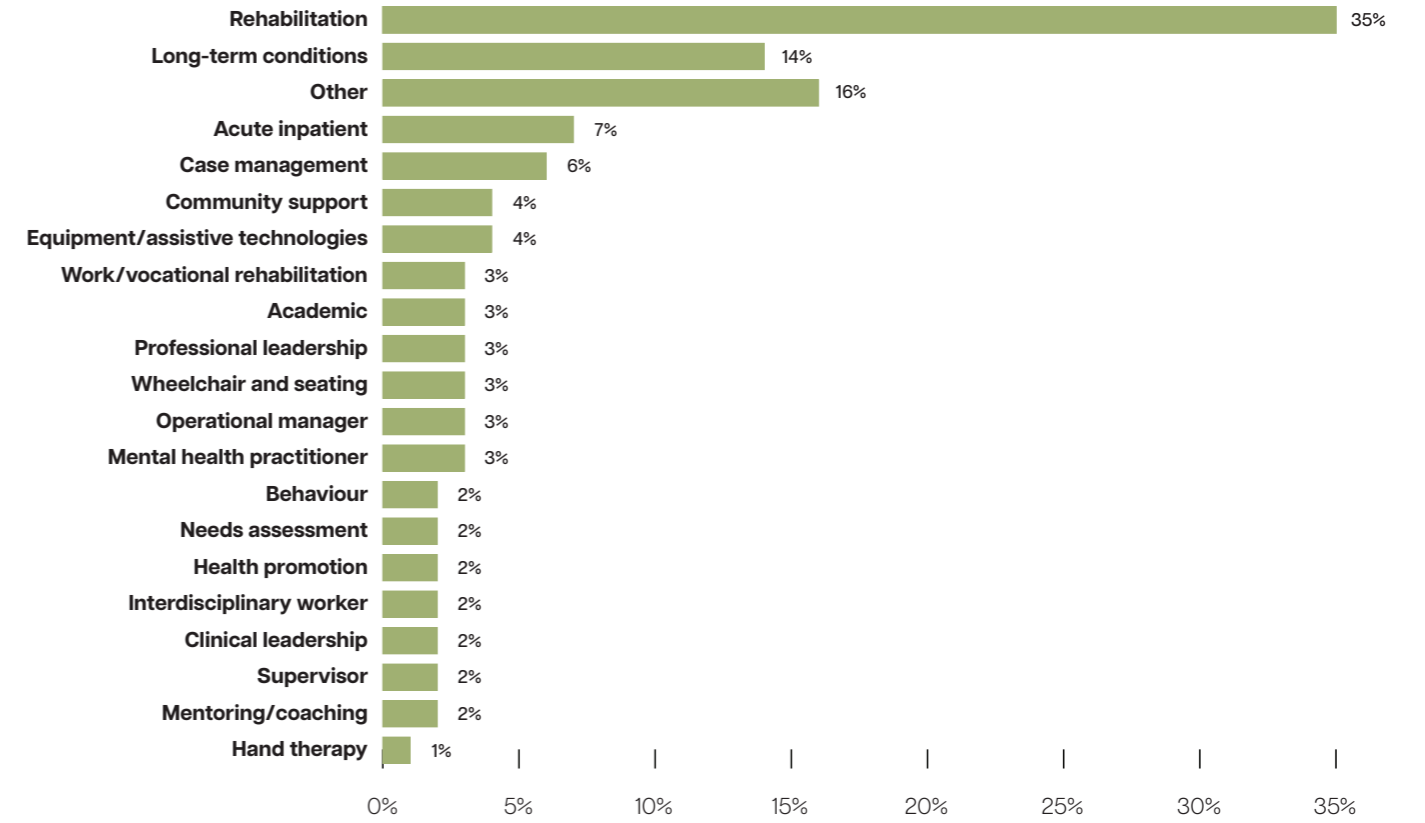
Years since first registered – female



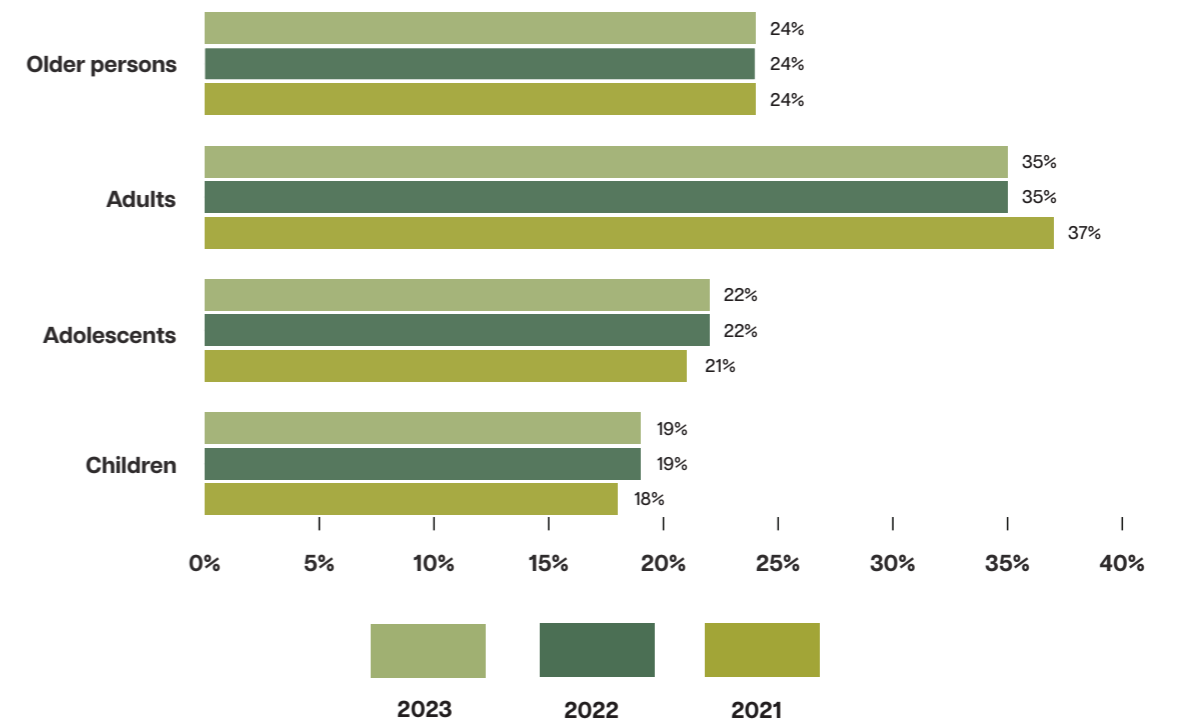
Years since first registered – male



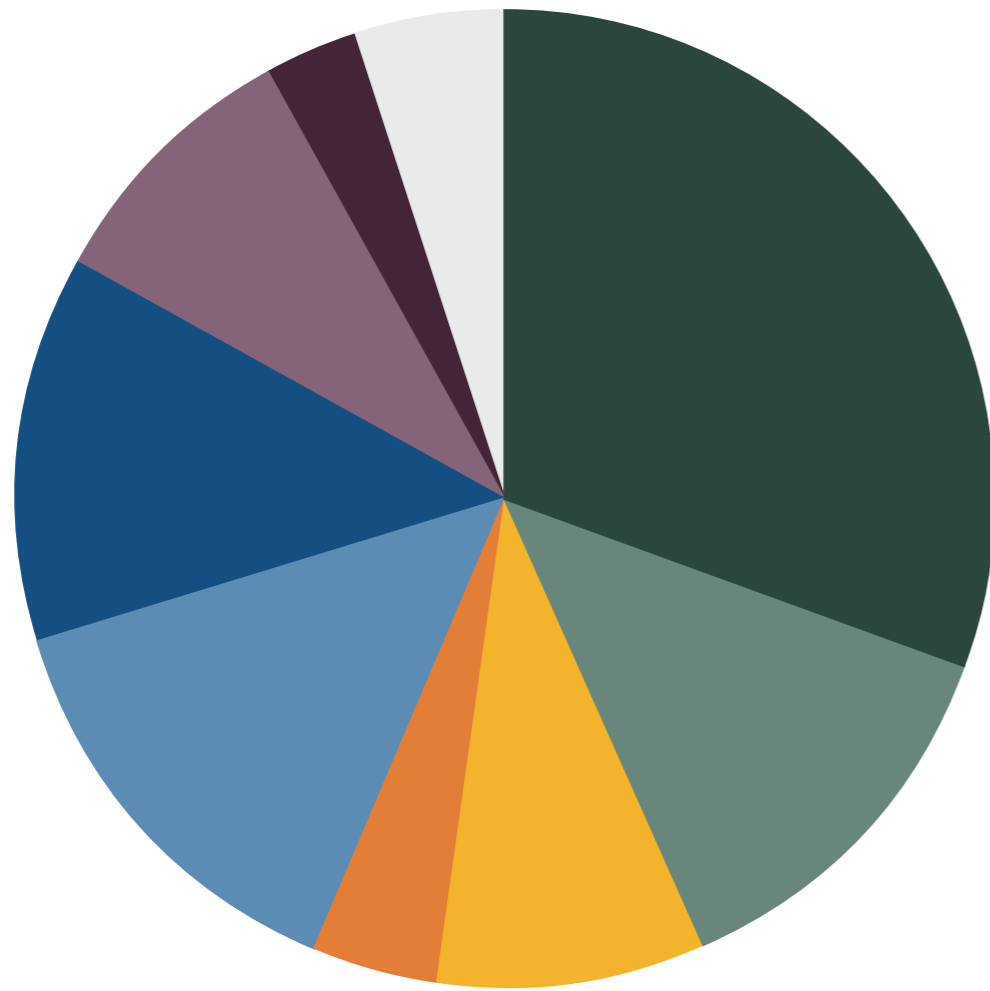
Breakdown of employment roles



Age group that occupational therapists work with

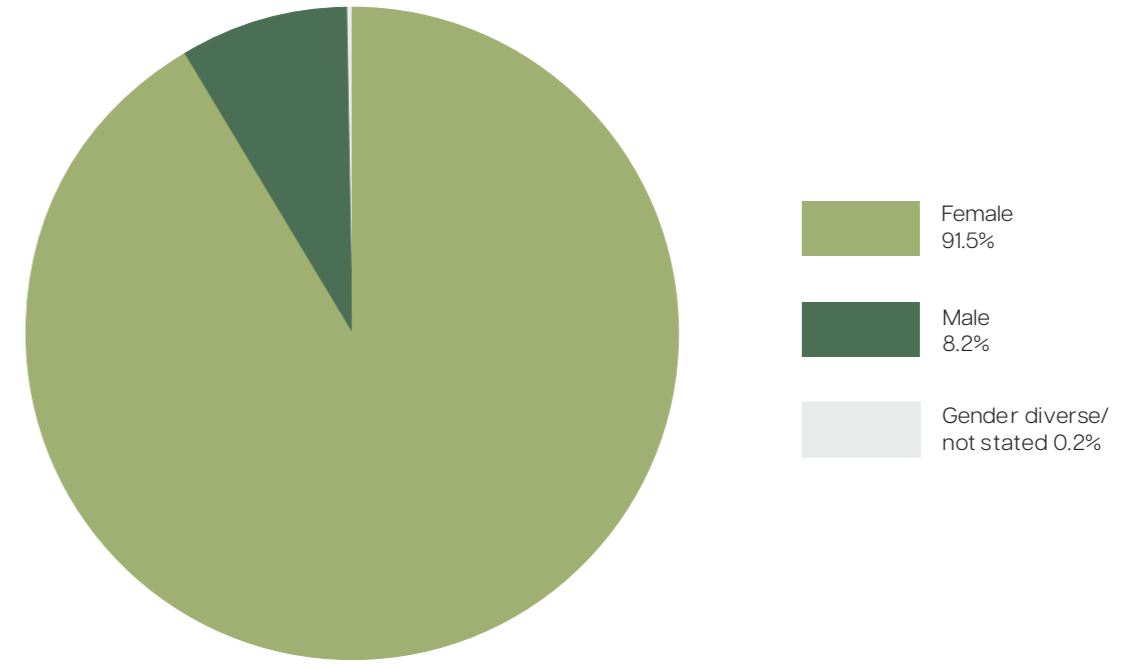


Work sector for practitioners with a practising certificate



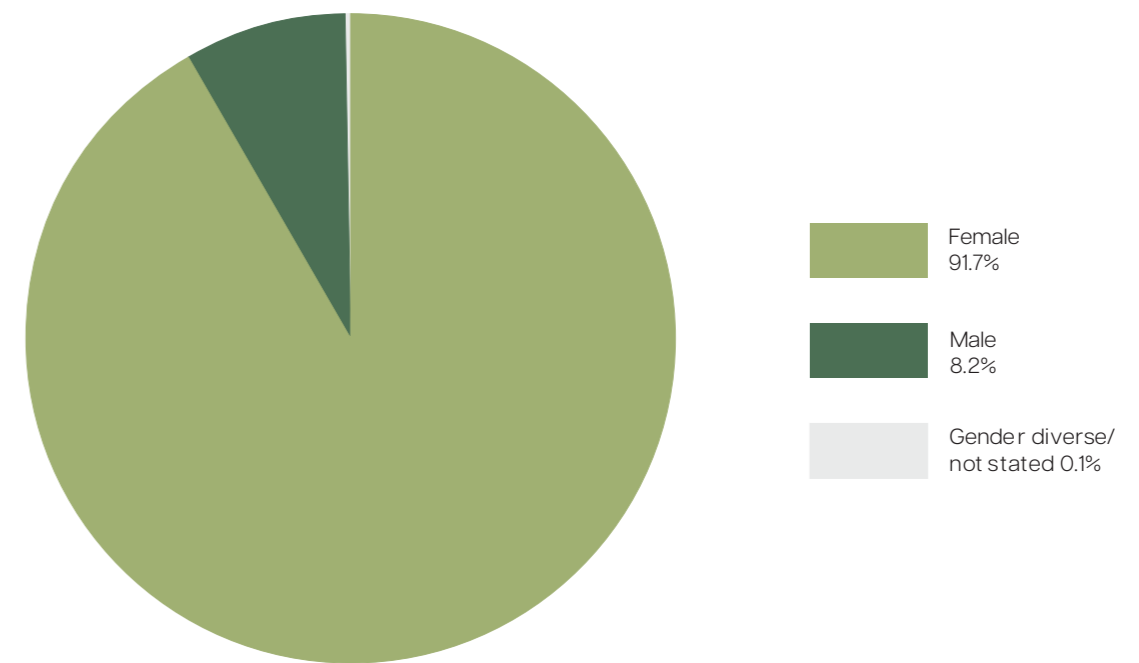
- Other 5%
- Disability 3%
- Education 9%
- ACC 13%
- Private practice 14%
- Mental health/ addictions (non-D HB) 4%
- Health (non-D HB) 9%
- Mental health/ addictions (D HB) 13%
- Health (D HB) 31%

Annual practising certificates – Gender breakdown 31 March 2023



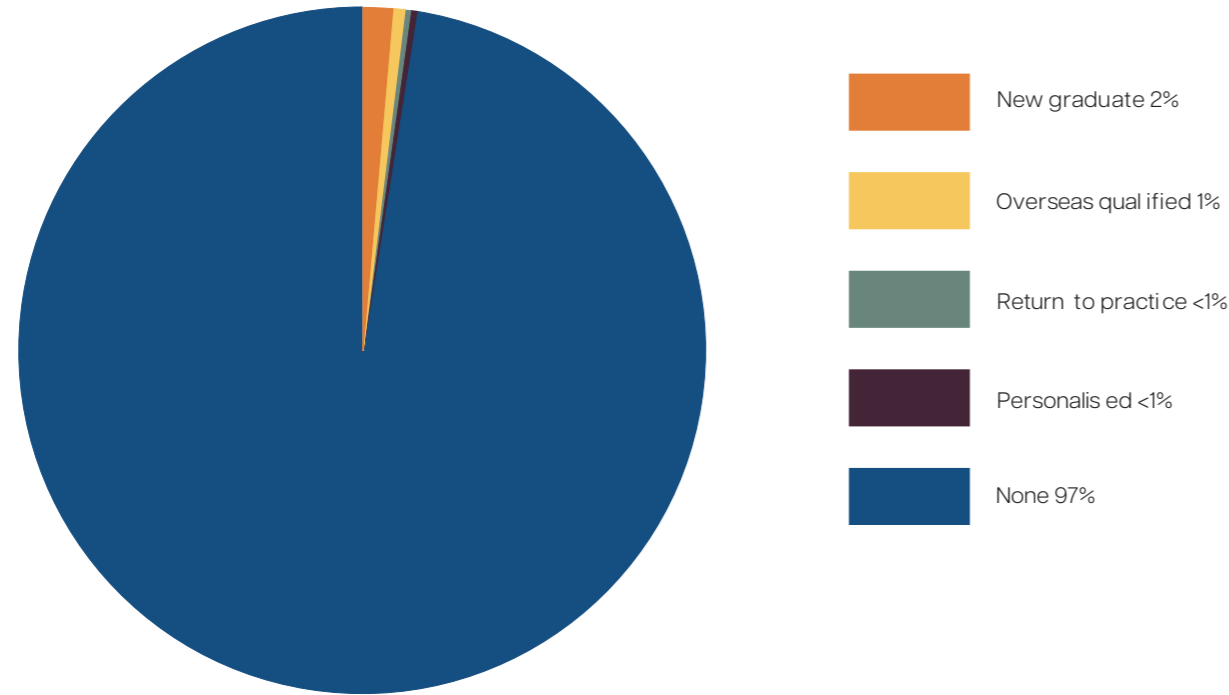
- Female 91.5%
- Male 8.2%
- Gender diverse/ not stated 0.2%

Annual practising certificates – Gender breakdown 31 March 2022

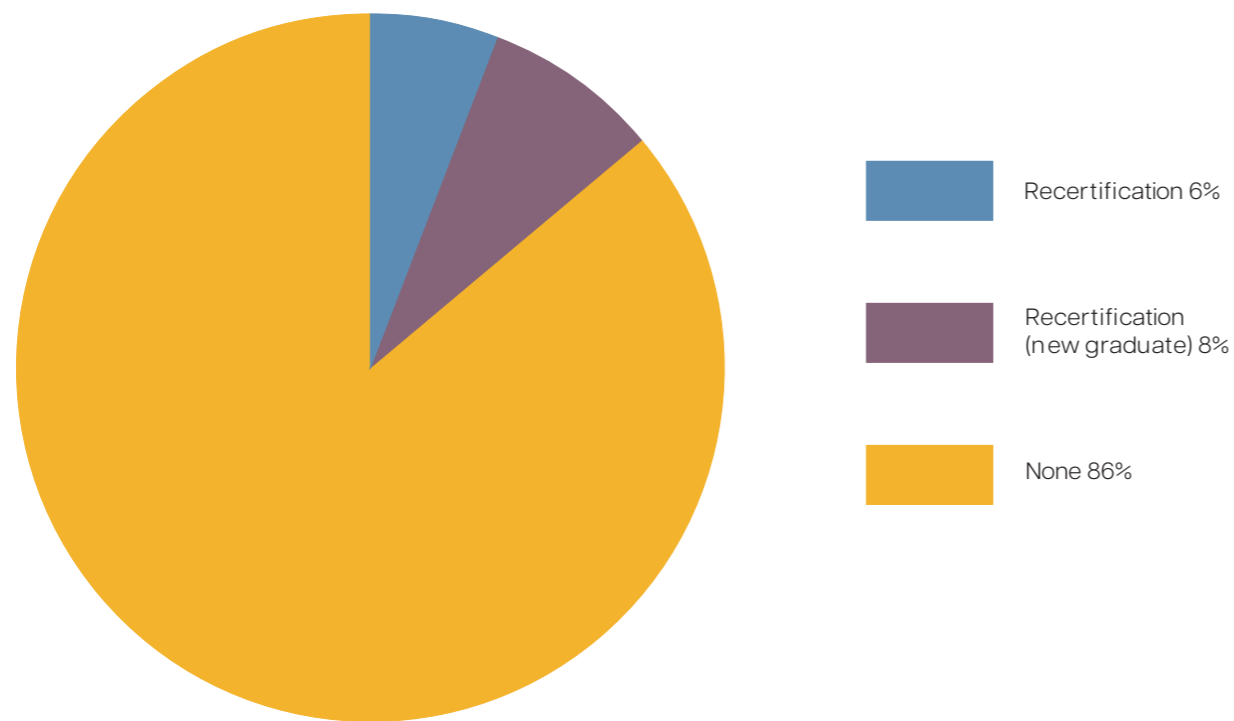


- Female 91.7%
- Male 8.2%
- Gender diverse/ not stated 0.1%

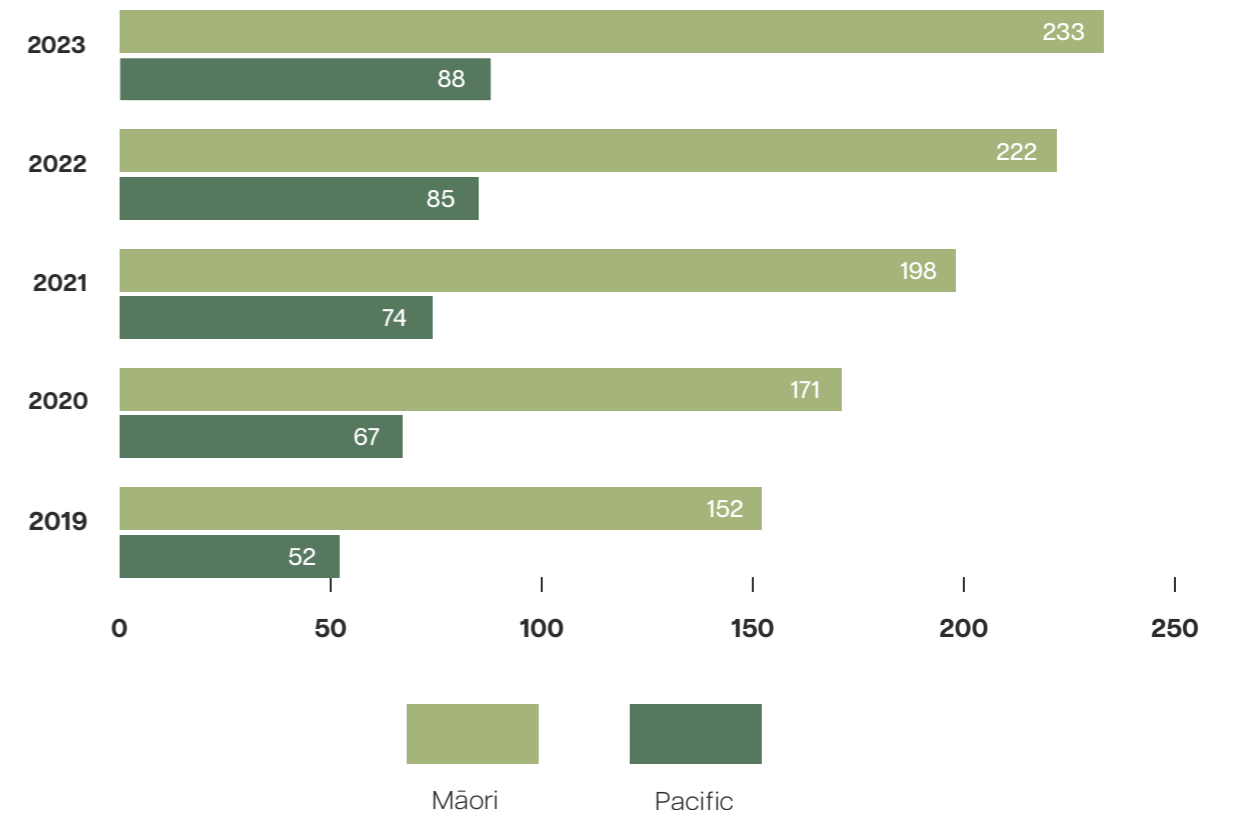
Conditions on registered practitioners 31 March 2023



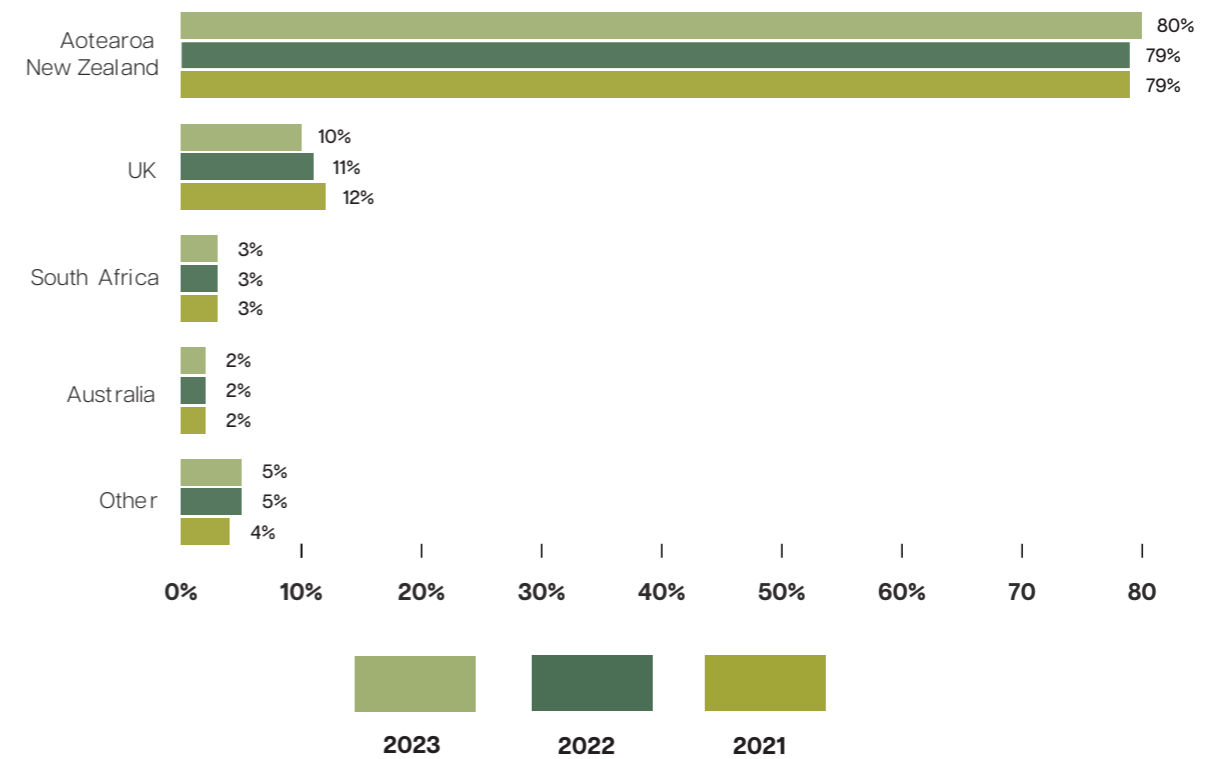
Registered practitioners on recertification programme 31 March 2023



Māori and Pacific Island practitioners on the register



Top 4 countries of qualification for registered practitioners



Pārongo Pānuitanga Notification Information



Whakaatu Notifications

The following notifications cover the practising year from 1 April 2022 to 31 March 2023. However, several cases do span more than one practising year before reaching a conclusion. This is particularly true of cases with a Professional Conduct Committee (PCC).

Type	Number	HPCAA reference	Commentary and outcome
Competence	4	Part 3 Considered under Section 34	All cases were considered by the Board's Notifications Assessment Committee (NAC) and did not reach a threshold requiring management under the HPCAA. Notifications related to: <ul style="list-style-type: none"> Employer has placed practitioner on a competence improvement plan. Outcome: Issues being managed by employer, refereed for audit. Poor timely documentation recording. Outcome: Provided with supervision. Concerns following driving assessment difference of opinion between client and practitioner. Outcome: Provided with supervision with reports back to the Board. Concerns about health and safety of practitioner's workplace. Outcome: Visit by professional advisor with report to the Board.
Formal competence notification	0	Part 3 Section 34	
Conduct	14	Part 4 Section 64	All cases were considered by the Board's Notifications Assessment Committee (NAC) and referred to the Board where indicated. Notifications related to: <ul style="list-style-type: none"> Undertaking an assessment without a practising certificate. Misunderstanding of when a practising certificate was required. Not part of current employment title. Referred to a PCC. Outcome: Practitioner to be counselled and practitioner obtained a practising certificate. Lack of accurate recording and interventions in client records. Boundary issues following movement from employer to being self-employed. Concerns about confidentiality and coercion of employer's clients. Outcome: Board's Professional Advisor visited practitioner to provide supervision. Complaint about practitioner practising outside of scope in relation to provision of care. Outcome: Complainant withdrew complaint. Signing off records when not in work. Outcome: Educative letter. Inappropriate inflammatory language used in email correspondence about client. Outcome: Practitioner's reflection showed insight. Issues with client assessment carried out for ACC. Disagreement about approach by practitioner and non-verbal behaviours. Outcome: Educational letter as to future conduct. Inappropriate use of employer's vehicle, falsifying records, and non-adherence to employer's contractual requirements. Outcome: Referred to PCC. Practising without holding a current practising certificate for 3 weeks. Outcome: Educative letter.
Fitness with conviction	3	Part 2 Section 16	<ul style="list-style-type: none"> Driving conviction, PCC appointed. Outcome: No further action Driving conviction – low level infringement. Outcome: No further action. Wilful damage – redirection discharged without conviction. Outcome: Follow up with supervisor.

Type	Number	HPCAA reference	Commentary and outcome
Fitness (health)	23 (Total of which 11 new graduates)	Part 2 and Part 3 Section 16 and 45	<ul style="list-style-type: none"> 11 new graduate fitness issues relate to declaration at time of registration or notification from education institution. Outcome: Mainly new graduates declaring previous health issue which are managed, some under the care of a health professional. Some condition self-limiting, for example leg, spine, or shoulder injuries. English as a second language. Outcome: No further action following Board policy. Chronic fatigue syndrome plus anxiety and relationship issues. Outcome: Following further information from GP on management, no further action. Anxiety and depression managed and oversight by health professionals. Outcome: Recommended to discuss in supervision. No further action by Board. Alcohol and drug dependency. Outcome: Some cases managed with support by employer and use of voluntary agreements or conditions on scope of practice. Some cases registration or practising certificate suspended. Notification from employer that practitioner resigned due to health issue. Outcome: Not currently practising. Chronic mental health condition unable to be managed by voluntary undertaking or condition on scope of practice. Outcome: Registration suspended. Medical event such as stroke following underlying health condition. Outcome: Following references from medical practitioners, cases seen as well managed, no further action.
Complaints referred to HDC	6	Section 64	<ul style="list-style-type: none"> Please note complaints referred to the HDC can cover multiple years prior to referral back to the Board or have a HDC decision. Notifications related to: <ul style="list-style-type: none"> Assessment of vehicle adaptation. Outcome: HDC matter has been resolved. Alleged practising outside of scope. Outcome: HDC referred back to Board, complaint withdrawn, no further action. Accuracy of ACC assessment. Outcome: HDC referred back to Board, no further action. Comments by practitioner about client. Outcome: HDC referred back to Board, no further action. Assessment for ACC and disagreed by client. Outcome: HDC referred back to Board, educational letter. Assessment for ACC which was challenged by client. Outcome: HDC referred back to Board, no further action.
Professional Conduct Committee (PCC)	14	Part 4 Section 64	<ul style="list-style-type: none"> Inappropriate use of employer's vehicle, falsifying records, and non-adherence to employer's contractual requirements. Outcome: Referred to PCC, investigation ongoing. Driving conviction, PCC appointed. Outcome: No further action Undertaking an assessment without a practising certificate. Misunderstanding of when a practising certificate was required. Not part of current employment title. Referred to a PCC. Outcome: Practitioner to be counselled, practitioner obtained a practising certificate.
Tribunal cases	0		
TOTAL	53		

Pūrongo Pūtea Financial Statements



**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
PERFORMANCE REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

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OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND

**Entity Information
FOR THE YEAR ENDED 31 MARCH 2023**

Legal Name of Entity: OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND

Type of entity and Legal Basis: The Occupational Therapy Board of New Zealand (the Board) is a body corporate established by the Health Practitioners Competence Assurance Act 2003 (HPCAA) and is a Responsible Authority under that Act. The board is a registered charity, Charity number CC43824.

Entity's Purpose or Mission:

As an Authority under the Act the Board is responsible for the registration and oversight of occupational therapy practitioners. The functions of the Board are listed in section 118 of the Act.

- (a) To prescribe the qualifications required for scopes of practice within the profession, and, for that purpose, to accredit and monitor education institutions and degrees, courses of studies, or programmes:
- (b) To authorise the registration of health practitioners under the Act, and to maintain registers:
- (c) To consider applications for annual practising certificates (APCs):
- (d) To review and promote the competence of health practitioners:
- (e) To recognise, accredit, and set programmes to ensure the ongoing competence of health practitioners:
- (f) To receive and act on information from health practitioners, employers, and the Health and Disability Commissioner about the competence of health practitioners:
- (g) To notify employers, the Accident Compensation Corporation, the Director-General of Health, and the Health and Disability Commissioner that the practice of a health practitioner may pose a risk of harm to the public:
- (h) To consider the cases of health practitioners who may be unable to perform the function required for the practice of the profession:
- (i) To set standards of clinical competence, cultural competence (including competencies that will enable effective and respectful interaction with Māori), and ethical conduct to be observed by health practitioners of the profession:
- (j) To liaise with other authorities appointed under the Act about matters of common interest:
- (ja) To promote and facilitate inter-disciplinary collaboration and co-operation in the delivery of health services:
- (k) To promote education and training in the profession:
- (l) To promote public awareness of the responsibilities of the authority:
- (m) To exercise and perform any other functions, powers, and duties that are conferred or imposed on it by or under the Act or any other enactment.

Entity Structure:

The Board has seven (7) members, five (5) occupational therapists and two (2) lay members to represent public interests. Board Members are appointed by the Minister of Health.

Entity's Reliance on Volunteers and Donated Goods or Services

The board operates independently of any volunteers or external funding.

Main Sources of the entity's cash and Resources:

The board has received its main income from APCs Fees paid by registered occupational therapists.

Additional information:

To protect the public, the Board is also responsible for making sure that occupational therapists keep high standards of practice by continuing to maintain their competence once they have entered the workforce

General Description of the Entity's Outputs:

To protect the health and safety of members of the public by providing for mechanisms to ensure that occupational therapists are competent and fit to practise.

Contact details:

Physical Address: Level 5, 22 Willeston Street, Wellington 6011
 Phone: 04 9184740 or 0800 99 77 55
 Email: enquiries@otboard.org.nz
 Website: www.otboard.org.nz



**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 MARCH 2023**

		2023	2022
	Note	\$	\$
Revenue			
APC fees		1,365,308	1,324,149
Registration fees		242,298	168,866
Non-Practising fee		31,970	22,850
Other income and cost recoveries		750	2,374
Disciplinary levy		68,640	65,740
Interest		56,721	17,854
Total Revenue		1,765,687	1,601,833
Expenditure			
Board & committees	1	256,692	183,420
Secretariat	2	1,265,322	1,247,153
Disciplinary expenses	3	19,220	19,090
Total Expenditure		1,541,233	1,449,662
Net Surplus/(Deficit)		224,454	152,171

**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
STATEMENT OF MOVEMENT IN EQUITY
FOR THE YEAR ENDED 31 MARCH 2023**

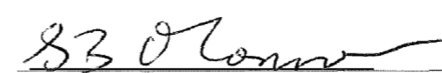
	2023	2022
	\$	\$
Accumulated funds at the beginning of period	1,333,326	1,181,155
Net surplus/(deficit) for the period	224,454	152,171
Accumulated funds at the end of period	1,557,779	1,333,326




**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2023**

	NOTE	2023	2022
		\$	\$
Equity		1,557,779	1,333,326
Current Assets			
Cash and cash equivalents		992,448	1,049,799
Investments		2,120,438	1,845,006
Accounts receivable	5	18,413	6,326
Prepayments		28,828	12,037
Total Current Assets		3,160,127	2,913,168
Non-Current Assets			
Plant, Property and Equipment	4	63,181	33,406
Total Non-Current Assets		63,181	33,406
Total Assets		3,223,308	2,946,574
Liabilities			
Accounts payable and accruals	7	57,723	35,261
Employee costs payable	8	73,864	74,704
Income in advance	6	1,333,393	1,305,732
Goods and services tax		193,189	191,555
Withholding tax payable		7,360	5,996
Total Liabilities		1,665,529	1,613,248
Net Assets		1,557,780	1,333,326

For and on behalf of the Board:


Steven O'Connor
Co-Chair tangata Tiriti
Date: 27 March 2024


Roxanne Waru
Co-Chair tangata Whenua
Date: 27 March 2024

The accompanying notes form part of these financial statements



**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2023**

	2023	2022
	\$	\$
Cash flows from Operating Activities		
Cash was received from:		
Statutory fees	1,461,609	1,399,821
Registration income	242,298	168,866
Other fees	32,926	29,210
Interest revenue	44,427	18,927
Cash was applied to:		
Payments to suppliers & employees	(1,519,987)	(1,424,042)
GST	1,633	17,386
Net cash flows from operating activities	<u>262,907</u>	<u>210,168</u>
Cash flows from Investing and Financing Activities		
Cash was received from:		
Short-term investments	751,914	1,325,719
Sale / disposal of fixed assets	279	2,056
Cash was applied to:		
Purchase of fixed assets	(45,104)	(24,633)
Short-term investments	<u>(1,027,346)</u>	<u>(1,230,678)</u>
Net Cash Flows from Investing and Financing Activities	<u>(320,258)</u>	<u>72,465</u>
Net Increase / (Decrease) in Cash	(57,351)	282,633
Opening Cash Brought Forward	<u>1,049,799</u>	<u>767,167</u>
Closing Cash Carried Forward	992,449	1,049,799
Represented by:		
Cash and cash equivalents	992,448	1,049,799



**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
STATEMENT OF ACCOUNTING POLICIES
FOR THE YEAR ENDED 31 MARCH 2023**

BASIS OF PREPARATION

The Board is a body corporate established by the Health Practitioners Competence Assurance Act 2003 (HPCAA) and is a Responsible Authority under that Act.

The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand (NZ GAAP) and have been prepared on the basis of historical cost.

The Board has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

These financial statements have been prepared on a going concern basis and the accounting policies have been applied consistently throughout the period.

SPECIFIC ACCOUNTING POLICIES

Revenue recognition

Fees received for annual practicing certificates, registration, non-practising certificates and disciplinary levies are recognised in the year to which the fees relate. Fees received for future years are shown as Income Received in Advance.

Interest Recognition

Interest income is recognised as it is earned using the effective interest method.

Receivables

Receivables are stated at estimated realisable values.

Property, plant & equipment

Initially stated at cost and depreciated as outlined below. Initial cost includes the purchase consideration plus any costs directly attributable to bringing the asset to the location and condition required for its intended use.

Assets are written down immediately if any impairment in the value of the asset causes its recoverable amount to fall below its carrying value.

Intangible Assets

Intangible Assets comprise non-physical assets which have a benefit to the Board for periods extending beyond the year the costs are incurred.

Depreciation

Depreciation is charged on a diminishing value basis, the following rates have been used:
Office furniture & equipment 9% - 50% diminishing value
Computer equipment 40% - 60% diminishing value

Amortisation

Intangible assets are amortised over the period of benefit to the Board at the following rate:
Website/Database 3 to 10 years straight line.

Office Refit

Office refit is depreciated over the period of the lease at the following rate:
Five years straight line



**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
STATEMENT OF ACCOUNTING POLICIES - Continued
FOR THE YEAR ENDED 31 MARCH 2023**

Taxation

The board is registered as a charitable entity under the Charities Act 2005. The board is exempt from Income Tax.

Investments

Investments are recognised at cost. Investment income is recognised on an accruals basis where appropriate.

Goods & Services Tax

The board is registered for Goods & Services Tax (GST), and all amounts are stated exclusive of GST, except for receivables and payables that are stated inclusive of GST.

Leases

Payments made under operating leases are recognised in the statement of financial performance on a basis representative of the pattern of benefits expected to be derived from the leased asset.

Cash and Cash equivalents

Cash and cash equivalents includes petty cash, deposits at cheque account and saving account with banks.

Employee entitlements

Provision is made in respect of the Board's liability for annual leave at balance date. Annual leave has been calculated on an actual entitlement basis at current rates of pay. No provision is made for sick leave entitlement as this does not accumulate.

Prepayments

Payments made in advance for goods and services before their receipt or invoice date are recorded.

Accounts payable and accruals

Accruals are recorded for accrued expenses

Changes in accounting policies

There have been no changes in accounting policies.

All policies have been applied on a consistent basis with those used in previous years.



**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
NOTES TO THE PERFORMANCE REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

	2023	2022
	\$	\$
1. BOARD & COMMITTEES		
Conferences	2,667	-
Fees	11 140,551	143,765
Meeting expenses, training ,travel & others	60,282	28,150
Tikanga Advisor Cost	53,192	11,505
	256,692	183,420

	2023	2022
	\$	\$
2. SECRETARIAT		
Audit fees	7,882	8,199
Depreciation & amortisation	13,845	15,712
Loss on sale of fixed assets & intangibles	1,206	11,955
Legal costs	7,795	11,501
Occupancy costs	46,307	41,888
Other costs	233,702	195,752
Personnel costs	891,284	745,430
Professional fees	36,132	46,444
Telephone, Postage & Printing and Stationery	8,858	8,585
Projects	18,312	161,688
	1,265,322	1,247,154

	2023	2022
	\$	\$
3. DISCIPLINARY EXPENSES		
Professional Conduct Committee expenses	19,220	19,090
	19,220	19,090

4. PLANT, PROPERTY & EQUIPMENT AND INTANGIBLE ASSETS

	Opening Value	Current Year Additions	Current Year Disposals	Depreciation, Amortisation	Closing Value
At 31 March 2023					
Office Equipment	519	657	-	(305)	872
Furniture & fittings	13,313	10,324	(1,484)	(2,782)	19,371
Computer equipment	19,574	3,668	-	(9,887)	13,355
Office refit	-	30,455	-	(871)	29,584
PLANT, PROPERTY & EQUIPMENT	33,406	45,104	(1,484)	(13,845)	63,181

	Opening Value	Current Year Additions	Current Year Disposals	Depreciation, Amortisation	Closing Value
At 31 March 2022					
Office Equipment	700	-	-	(180)	519
Furniture & fittings	14,766	2,474	(1,229)	(2,698)	13,313
Computer equipment	11,213	22,158	(964)	(12,834)	19,574
Office refit	0	-	-	-	-
PLANT, PROPERTY & EQUIPMENT	26,679	24,633	(2,193)	(15,712)	33,406
Database & Website software	11,818	-	(11,818)	-	-
INTANGIBLE ASSETS	11,818	-	(11,818)	0	0



**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
NOTES TO THE PERFORMANCE REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

	2023	2022
5. ACCOUNTS RECEIVABLE	\$	\$
Accounts receivable	431	638
Accrued income	17,982	5,688
	<u>18,413</u>	<u>6,326</u>

	2023	2022
6. INCOME IN ADVANCE	\$	\$
APC fees	1,271,973	1,245,932
Disciplinary levy fee	61,420	59,800
	<u>1,333,393</u>	<u>1,305,732</u>

	2023	2022
7. ACCOUNTS PAYABLE & ACCRUALS	\$	\$
Accounts payable	47,764	25,214
Accruals	9,958	10,047
	<u>57,723</u>	<u>35,261</u>

	2023	2022
8. EMPLOYEE COSTS PAYABLE	\$	\$
PAYE owing	13,708	15,288
Holiday pay accrual	39,489	37,985
Kiwisaver contributions owing	4,849	5,911
Extra week salary	14,986	14,903
Student loan owing	833	617
	<u>73,864</u>	<u>74,704</u>

9. COMMITMENTS

The Board have an agreement with Nursing Council of New Zealand for the provision of back office corporate services. The Service Level Agreement is for an initial period of five years. The future estimated commitments based on the expected costs included in this agreement as at 31 March 2023 are:

Property \$26,415; Corporate Services \$49,206; Total \$75,621 per annum.

	2023	2022
	\$	\$
Due in 1 year	49,206	49,206
Due between 1-2 years	49,206	49,206
Due between 2-5 years	41,005	90,211
	<u>139,417</u>	<u>188,622</u>

Contractual commitments for operating leases of premises Level 6, 22 Willeston Street, Wellington.

	2023	2022
	\$	\$
Due in 1 year	26,416	26,416
Due between 1-2 years	26,416	26,416
Due between 2-5 years	22,013	48,428
	<u>74,844</u>	<u>101,259</u>

The figures disclosed above reflect the Board's rent, as currently payable. The lease agreement is in the name of Nursing Council of New Zealand.



**OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND
NOTES TO THE PERFORMANCE REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

10. CREDIT CARD FACILITY

Three MasterCard credit cards with total limits of \$40,000 are held with Westpac.

11. RELATED PARTY TRANSACTIONS

Total remuneration paid to the Board members during the year is as follows. The remuneration paid includes honoraria paid in attendance at Board meetings and other Board activities.

	2023	2022
	\$	\$
Cassandra Hopkins, Board member	10,772	10,479
Erica Hodgson, Co-Chair	20,623	20,959
Ben Te Maro, Board Member	10,862	10,479
Roxanne Waru, Co-Chair	21,544	17,513
Steven O'Connor, Board Member	11,693	11,199
Tagaloa Fagaloa, Board Member	10,862	10,479
Tracy Murphy, Board Member	8,992	0
	<u>95,347</u>	<u>81,110</u>

12. CONTINGENT LIABILITIES

There are no contingent liabilities at balance date. (2022: \$Nil)

13. CAPITAL COMMITMENTS

There are no capital commitments at balance date. (2022: \$Nil)

14. FINANCIAL RESERVES

	2023	2022
	\$	\$
Disciplinary Reserve		
Opening balance	85,674	39,024
Disciplinary levy	68,640	65,740
Disciplinary expenses	(19,220)	(19,090)
Closing balance	<u>135,094</u>	<u>85,674</u>
Operational Reserve		
Opening balance	495,000	380,000
Movement in Board approved reserves	255,000	115,000
Closing balance	<u>750,000</u>	<u>495,000</u>
Major Litigation Reserve	85,000	85,000
Strategic Reserve		
Opening balance	155,000	280,000
Movement in Board approved reserves	60,000	(125,000)
Closing balance	<u>215,000</u>	<u>155,000</u>
General (Uncommitted) Reserve		
Opening balance	512,652	397,131
Total Surplus / (deficit) current year	224,454	152,171
Movement in Disciplinary reserve	(49,420)	(46,650)
Movement in Board approved reserves	-315,000	10,000
	<u>372,686</u>	<u>512,652</u>
	<u>1,557,780</u>	<u>1,333,326</u>

Description

Disciplinary Reserve-	Disciplinary Levy & Orders less HPDT hearing
Operational Reserve-	Administration, Shared and Secretarial expenses - To provide sufficient cash reserves to enable the board to pay salaries, rent and utilities, in the event that day-to-day funding is impaired or ceases.
Major Litigation Reserve-	Fitness to Practice expenses - OTBNZ provision for legal costs relating to conduct, competence, health and general legal advice.
Strategic Reserve-	Operational Projects expenses - OTBNZ reserve funds to cover its strategic objectives.
General (Uncommitted) Reserve -	Total funds less other Reserves



OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND NOTES TO THE PERFORMANCE REPORT FOR THE YEAR ENDED 31 MARCH 2023

15. SHARED SERVICES

In 2015/16, Nursing Council of New Zealand, Occupational Therapy Board of New Zealand, Podiatrists Board of New Zealand, Dietitians Board, Midwifery Council of New Zealand, Psychotherapists Board of Aotearoa New Zealand, Osteopathic Council of New Zealand, Chiropractic Board, Psychologist Board, and Optometrists & Dispensing Opticians Board entered into an agreement to co-locate to 22 Willeston Street, Wellington. The lease agreement for 22 Willeston Street (signed solely by Nursing Council of New Zealand) is for five years taking effect from 1 February 2021 and expiring on 1 February 2026.

To facilitate the management of shared resources, including a joint lease agreement for office rental purposes and corporate supports, the ten RAs entered into an agreement for the provision of corporate services.

16. EVENTS AFTER BALANCE DATE

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.



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INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF THE OCCUPATIONAL THERAPY BOARD OF NEW ZEALAND'S PERFORMANCE REPORT FOR THE YEAR ENDED 31 MARCH 2023

The Auditor-General is the auditor of the Occupational Therapy Board of New Zealand ('the Board'). The Auditor-General has appointed me, Chrissie Murray, using the staff and resources of Baker Tilly Staples Rodway Audit Limited, to carry out the audit of the performance report of the Board of New Zealand on his behalf.

Opinion

We have audited the performance report of the Board that comprises the entity information and the statement of financial position as at 31 March 2023, the statement of financial performance, the statement of cash flows for the year ended on that date and the notes to the performance report that include accounting policies and other explanatory information.

In our opinion, the performance report of the Board:

- presents fairly, in all material respects,
 - its entity information and financial position as at 31 March 2023; and
 - its financial performance and cash flows for the year then ended; and
- complies with generally accepted accounting practice in New Zealand and have been prepared in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Public Sector)

Our audit was completed on 28 March 2024. This is the date at which our opinion is expressed. We acknowledge that our audit was completed later than required by section 41 of the Charities Act 2005. This was due to the auditor shortage in New Zealand.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Board and our responsibilities relating to the performance report and we explain our independence.

Basis of opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the Auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

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



Responsibilities of the Board for the performance report

The Board is responsible for preparing the performance report that is fairly presented and that complies with generally accepted accounting practice in New Zealand.

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

In preparing the performance report, the Board is responsible for assessing the Board's ability to continue as a going concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to liquidate the Board or to cease operations, or there is no realistic alternative but to do so.

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

Responsibilities of the auditor for the audit of the performance report

Our objectives are to obtain reasonable assurance about whether the performance report, as a whole, is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these performance report.

We did not evaluate the security and controls over the electronic publication of the performance report.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the governing body.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the governing body and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit



evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.

- We evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

Independence

We are independent of the Board in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1(Revised): *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

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

Chrissie Murray
Baker Tilly Staples Rodway Audit Limited

On behalf of the Auditor-General
Wellington, New Zealand



**Occupational Therapy
Board of New Zealand**

TE POARI WHAKAORA NGANGAHAU O AOTEAROA
FOSTERING FAITH AND CONFIDENCE IN THE PROFESSION

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