



Bourke Aboriginal Health Service

SERVICE PROFILE

Name of Organisation or Group

BOURKE ABORIGINAL HEALTH SERVICE

A B N Number

46 003 392 667

Registered; 19th October 1987

Street Address

61 OXLEY STREET, BOURKE NSW 2840

Postal Address

PO BOX 362, BOURKE NSW 2840

Contact Person and Position

MS JUDY JOHNSON/ CHIEF EXECUTIVE OFFICER

Chairperson

PATRICIA CANTY

Deputy Chairperson /Treasurer

REBEKAH BIRMINGHAM

Contact address, telephone and facsimile numbers

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Webb Address

www.bahs.com.au

Government funding for past 12 months.

The Bourke Aboriginal Health Service is a Community Organisation funded by the Federal Department of Health and Family Services plus receiving enhancement funding from the NSW Department of Health.

Company Details

The Bourke Aboriginal Health Service is a community non-profit Incorporated Company with tax exempt and Public Benefit Institution Status.



Bourke Aboriginal Health Service

SERVICE PROFILE

HISTORY OF THE ORGANISATION

The Bourke Aboriginal Community Health Service is an Aboriginal Community Controlled organisation established in November 1986 and incorporated on 19th day of October 1987 as a public company limited by guarantee.

The BAHS is an incorporated body registered under the Australian Securities and Investment Commission (ASIC) and is strictly governed by guidelines, rules and regulations of the companies' act.

We are registered through the Australian Taxation Office (ATO) as a community based, Not for Profit, tax exempt organisation with Public Benefit Institution and Gift Deductibility Status.

The service is Aboriginal community controlled overseen by a body of Nine Directors who meet on a monthly basis.

The company employs the service of an independent auditor in accordance with its rules and regulations.

Bourke Aboriginal Health Service has been in operation since 1986 delivering a highly professional Health Service to the Aboriginal community of Bourke and district, with a focus on Primary Health Care, Chronic Disease and specialist services.

In July 2008 the Bourke Aboriginal Health Service opened the Outreach Social and Emotional Site in Cobar focusing on the delivery of mental health and health check services.

DATE OF THE FORMATION OF ORGANISATION

Established in November 1986

DATE OF THE INCORPORATION OF ORGANISATION

Incorporated on 19th day of October 1987

ORGANISATIONS PURPOSE, PRINCIPALS & AIMS

PURPOSE (VISION)

The Bourke Aboriginal Health Service is an Aboriginal Community Controlled Health Organisation that is accessible and welcoming, offering confidential services to support the health and well being of the Bourke, Cobar and surrounding communities.

PRINCIPLES

- We will provide a non-judgmental service that does not discriminate on the basis of race, gender, religion, age, disability, appearance or personal circumstances.
- We will work in Partnership with other agencies and stakeholders in an atmosphere of mutual respect and in the spirit of reconciliation.
- We will ensure the rights and responsibilities of all clients are upheld.
- We respect, encourage and strengthen the heritage and the cultural values / needs of our clients and community.
- We recognise and value the importance of Aboriginal Community Controlled Health services that provide culturally appropriate holistic care.
- We recognise, promote and value the skills, experience and qualifications of the staff and directors.
- We are committed to communicating in a way that empowers our clients to make informed decisions about their needs.
- We are committed to achieving efficient and effective organisational and operational management.
- We are committed to respecting and maintaining confidentiality with the community, clients and each other.
- We are committed to promoting positive images of BAHS, Bourke and surrounding communities.

AIMS

- Improvements in the health and well being of the Bourke and surrounding communities.
- Service development to meet local needs in consultation with the community and stakeholders.
- Provision of clinical services and health education programs according to local needs and appropriate standards, guidelines and legislation.
- Equitable, accessible and professional service that reflects changing social needs and trends.
- Continual improvement in the skills, knowledge and experience of staff and directors to ensure a professional and appropriate standard of service delivery.
- Formal links with all individuals, organisations and community groups who are relevant to the promotion and delivery of services by BAHS.
- Efficient and effective management of finances, assets and resources.
- Accountability to funding bodies, stakeholders, clients and community.

WHO IS ELIGIBLE TO BELONG TO OUR ORGANISATION?

Membership to our organisation is open to the Aboriginal Community of Bourke and District (full membership), and the wider community (affiliated membership).

SERVICE'S TARGET POPULATION

Our Service has an Aboriginal Community target Group of 1,200 people.

There is a population of 3,908 people living in Bourke with 27% Indigenous.

Our Service has a database of 3,230 patients.

SERVICE'S TARGET AREA

Our service area is the township of Bourke and Cobar and includes the villages in the Bourke Shire of Enngonia, Wanaaring and Louth. BAHS has affiliation with the town of Brewarrina (an Aboriginal Health Service exists in Brewarrina). Bourke Shire Council covers an area of 41,633.253 sq. kms.

GOVERNANCE

BOARD OF DIRECTORS

The BAHS is an Aboriginal Community Controlled Organisation with a body of nine Aboriginal Community Directors overseeing service delivery. The Aboriginal

Community of Bourke elect the Chairperson and directors to the board. The Board of directors meet regularly; on a monthly basis, with the Annual General Meeting elections held annually in November.

The Board of Directors oversees the governance operations of the BAHS. The composition of the board consists of a Chairperson and eight directors, with four directors being long serving members. All directors hold positions of standing within the community of Bourke.

The professional, experience and expertise of our directors conclude that BAHS have very strong Board of Directors.

SENIOR MANAGEMENT STRUCTURE

The Chief Executive Officer, oversees the day-to-day management of the Bourke Aboriginal Health Service and supervises the administration staff. The CEO reports directly to the Board of Directors.

The Health Manager, a Registered Nurse, oversees the day-to-day health activities/programs and supervises the health team. The Health Manager reports directly to the CEO.

BAHS is in the process of recruiting to the position of deputy CEO who will assume the role of Human Resource Management and assisting the CEO with the day to day management of staff.

The finance officer oversees the day to day financial operations of the organisation supported by a contract accountant and financial program advisor on a needs basis.

QUALIFICATIONS & EXPERIENCE OF PERSONS RESPONSIBLE FOR MANAGEMENT OF THE BAHS

Administration

The administration of the BAHS is under the direction of the Chief Executive Officer, Ms Judy Johnson.

Ms Johnson has been employed by the Bourke Aboriginal Health Service for a period of 16 years as the Chief Executive Officer and is a member of the Australian Institute of Management.

Deputy CEO

The Deputy CEO, position assists the CEO in the day to day running of the service including the responsibility of Human Resource Management.

Health

The day-to-day coordination of the health team is under the direction of the Health Manager (nurse), Ms Rosemary Gordon, who has had over 20 years nursing experience and has been employed by BAHS for a period of five years.

Accountant

The BAHS contracts the services of an accountant, Paul Campion, two days per month to support the finance officer.

Auditor

Mr Brett Herbert was appointed the new auditor of the BAHS in November 2008. Mr Herbert is a fully qualified and registered Accountant specialising in the auditing of private and public company financial records.

Accreditation

In its endeavour to improve the quality of care to our communities the Bourke Aboriginal Health Service;

- ✓ Has achieved Royal Australian College of General Practitioners (RACGP) accreditation for General Practitioner Registrar Training site.
- ✓ Has renewed their RACGP Accreditation Standards through the, Australian General Practice Accreditation Ltd (AGPAL) on the 29th January 2010 for a period of three years, hence.
- ✓ BAHS participating in a full "Primary Health Service" (whole of service) accreditation with the process to be completed by June 2011, through Quality Management Services (QMS).
- ✓ Is in the process of registering BAHS as an "Enrolled Nurses" "Aboriginal Health" training site through the NSW Nurses Board and the Dept. of NSW Health.

FUNDING SOURCES

Funding for operation of service is provided by the Federal Department of Health and Family Services OATSIH Branch and under the NSW Department of State Health through NGO funded programs and the centre for Indigenous Health. Funding is also obtained through various grant institutions. Financial reporting to these funding bodies is carried out in strict accordance to their guidelines. Operation of service is within the strict guidelines of these funding bodies.

Funding Organisations

- Federal Department of Health and Ageing – Office Aboriginal & Torres Strait Islander Health
- NSW (OATSIH)
- Dept of Health NSW - Centre for Aboriginal Health
- Commonwealth Attorney Generals Department
- George Institute of Health
- Greater Western Area Health Service
- Outback Division of General Practice

FORMAL PARTNERSHIP

To improve the delivery of health services to the Aboriginal people living in the Bourke Shire the BAHS has signed formal partnership agreements with the following services;

- The Greater Western Area Health Service (as per the NSW Department of Health and the AH&MRC Partnership agreement); Called the “**BOURKE ABORIGINAL HEALTH PARTNERSHIP AGREEMENT 2010 – 2015**”, signed on 29th March 2010
- Bila Muuji AHS and the Greater Western Area Health Service (member service) GWAHS Regional Health Partnership Agreement.
- The Outback Division of General Practice;
- The Prince of Wales Outback Eye Service;
- OCHRE Health - Provides the BAHS with a contractual General Practitioner Service;
- COAG Murdi Paaki AOD Network Program.

Our service is a registered member of:

- The Bila Muuji Aboriginal Health Service Ltd.
- The Aboriginal Health and Medical Research Co-operative (AH&MRC) (NSW State Peak Body for Aboriginal Health). (State level);
- The National Aboriginal Community Controlled Health Organisation – National Peak Body for Aboriginal Health (National Level);
- The Friends of the Alliance - supporting the National Rural Health Alliance (National Level);
- Alcoholics Anonymous (registered site)
- Community Transport Organisation

Terms of Reference Partnerships

- Greater Western Area Health Service: Mental Health and Drug and Alcohol Services – Bourke
- Bila Muuji Upper Sector Social & Emotional Wellbeing Program – formal TOR (Bourke, Brewarrina, and Walgett AMS's & Orana Haven Rehabilitation Service)
- BM Upper Sector Healthy for Life Consortium TOR (Bourke, Brewarrina, and Walgett AMS's & Orana Haven Rehabilitation Service)
- Cobar Medical Service Partnership between Bourke AMS & the Outback Division of GP's to provide service delivery at a local level.
- Dr. Heather Dalgety
- Bourke Alcohol Working Group (BAWG) – Founding and formal member
- Partnership with the Lyndon Community, Orange
- Bourke Mental Health Team (GWAHS)
- Working Partnership with Bourke Community Health (GWAHS)
- Engonnia Clinical Partnership Bourke AMS, Outback Division of GP & GWAHS-Bourke
- The George Institute for International Health (Injury Prevention Division)
- Charles Sturt University – Oral Health Program – Student Placement
- Sydney University – POCHE Centre for Aboriginal Health – Clinical Support & Student Placement
- University of NSW – Outback Eye Services
- Bourke Aboriginal Community Working Party
- Cobar Aboriginal Community Working Party
- Engonnia Aboriginal Community Working Party
- Richmond Fellowships - Hassi Housing – Bourke

- Bourke Volunteer Drivers
- NSW Health Aboriginal Drug & Alcohol Network
- NSW Health Aboriginal Sexual Health Network
- NSW Aboriginal Health College (AH&MRC) – training requirements
- Lyndon House Rehabilitation and Counselling Centre

Close Working Partnerships – Regional Level

- Bila Muuji Aboriginal Health Service Upper Sector Bourke, Brewarrina, and Walgett AMS's & Orana Haven Rehabilitation Service)
- Orana Haven Rehabilitation Centre – Gongolgon
- Weigelli Corporation Aboriginal Centre, Cowra

Our service is also closely networking with the following services at a local level:

- The Department of Community Services
- Darling River Medical Services
- The local police force – (LALAC) Local Area Liaison Aboriginal Community Working Group
- Bourke Women's Refuges
- Birrang Enterprise Development Company Limited
- Schools-Delivering education and SEWB programs into schools including counselling
 - Bourke Public School
 - Bourke High School
 - St. Ignatius Catholic School
 - Pera Bore Christian School
 - Kiononia Christian Academy
 - PEOC Pre-school
 - Bourke Child Care Centre
- Bourke Shire Council
- Towers Drug Co – pharmacy.
- Alcohol Network Program Coordinator (Bourke) – ODGP
- Juvenile Justice
- Probation & Parole
- Local Court Justice Service
- Department of Community Services
- Aboriginal Homecare
- Murdi Pakki Housing
- Yarrabin Outreach Centre
- Kini Health
- Women's Legal Service
- Police Community Youth Club (BAHS delivering Clinical Health & Education Programs)
- Centacare
- Ngardri Ngalli
- Bourke TAFE College – training requirements
- Job Link Plus Employment Agency
- Missionary Sisters of Charity

National Associations

- National Drug and Alcohol Research Centre
- Australian Drug Foundation (ADF)
- Alcohol and Drugs Council of Australia (ADCA)

State Associations

- NSW Network of Drug and Alcohol Agencies (NADA)

SERVICE PROVISION

PERSONNEL

The Bourke Aboriginal Health Service employees 37 people, 3 of whom are employed at our Cobar Outreach Site. At our Bourke site, BAHS employees 21 staff members in the health field, (under the direction of the Health Manager); 12 in the management and ancillary sector, (under the direction of a CEO), of these 10 are contracted staff. Most of the BAHS staff have been employed in their positions for a number of years and are competent and qualified in their delivery of health service.

CONTRACTORS

Doctors Clinic - The BAHS contracts the services of local General Practitioners through OCHRE Health. Three GP's currently service our clinic for six, 4-hour sessions, per week.

BAHS also contracts the local GP, Dr. Heather Dalgety every Tuesday and an outreach GP, Dr. Katherine Hutt one day per fortnight on a Friday.

Social & Emotional Wellbeing Team – BAHS contracts the services of a **Mental Health Councillor (Team Coordinator)**, two councillors and three **physiologist** per week on alternating fortnightly services to Bourke, Brewarrina, Orana Haven and Walgett.

VISITING SPECIALIST

Dental Clinic - The BAHS has a visiting Dentist THROUGH Poche for 2 days bi-monthly and a dental therapist, twice per year, through the Greater Wester Area Health Service.

Drug & Alcohol Support Workers – Through the Murdi Paaki AOD (Lyndon House), Support Workers the local AOD clinics on a rotational basis.

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| Cardiologist | Visiting two days per month |
| Paediatrician | Visiting one day per month |
| ENT Specialist | Visiting three days per year |
| Respiratory Physician | Visiting one day bi-monthly |
| Diabetic Specialist | Visiting one day bi-monthly |
| Renal Physician | Visiting two days per bi-monthly |

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| AOD Addictions Specialist | As needs basis |
| Exercise Physiologist | Visiting one day per week through the Bila Muuji Upper Sector Healthy for Life Program |
| Dietician | Visiting one day per week through the Bila Muuji Upper Sector Healthy for Life Program. |
| Podiatrist | Negotiating |
| Physiotherapist | Visiting bi-monthly |
| 2 x Psychologist | Visiting one day each week through the Bila Muuji Upper Sector Social & Emotional Wellbeing Program |
| 2 x Mental Health Counsellors | Visiting one day each week through the Bila Muuji Upper Sector Social & Emotional Wellbeing Program |
| Rehabilitation Specialist | Quarterly |

Current Programs

- General Practitioner Clinic
 - ➔ 5 General Practitioner (Part Time rotational basis)
- Dental Clinic
 - ➔ Dental Health Program, including;
 - A dentist on sight 2 days bi- monthly
 - Outreach service
 - ➔ Child dental program (dental therapist) – 2 days per year
- Clinic – staffed by a practice nurse
- Resource centre for health related issues
- Individual advice on health issues
- Social & Emotional Wellbeing Program - including psychologist, mental health counsellor, and a drug & alcohol counsellor supported by AHW. Services include;
 - Social & Emotional Wellbeing
 - Drug & Alcohol
 - Sexual Health
- Group or individual health education programs
- Heart, Diabetes, Renal health programs
- Hearing Health – Clinics, education & early detection – screening programs
- First Aid
- Women's, Men's, Child and Family health advice and programs
- Anti Natal & Women's Health Program
- Environmental programs

- Health clinic staffed by a qualified clinical nurse and health workers/clinical programs
- Community nursing programs including health education
- Community Health Workers providing primary health care and health education and screening programs
- Men's Pitt Stop Program
- Dog Health Program
- Referral Centre for specialist health and social issues
- Health Related Transport program - in partnership with NSW Health & Outback Division
of General Practice.
 - Including Enngonia Transport
- Eye Health Coordinator - Regional Program
 - Screening programs
 - Clinical support
 - Ophthalmology referral/support
- Youth camps
- Elders groups
- Patient Information Recall System - "Ferret" – Computerised patient data base
- Bila Muuji Tobacco Smoking Cessation Program