AUSTRALIAN INSTITUTE OF HEALTH AND WELFARE

Annual report 1997–98

© Commonwealth of Australia 1998

Commonwealth legislation herein is reproduced by permission, but does not purport to be the official or authorised version.

This work is copyright. Apart from any use as permitted under the *Copyright Act 1968*, no part may be reproduced without written permission from Ausl nfo. Requests and enquiries concerning reproduction and rights should be addressed to the Manager, Legislative Services, Ausl nfo, GPO Box 84, Canberra ACT 2601.

ISSN 1321-4985

The Australian Institute of Health and Welfare's World Wide Web site can be found at: http://www.aihw.gov.au

Information Officer: Nigel Harding

Telephone: (02) 6244 1025 Facsimile: (02) 6244 1044

Published by the Australian Institute of Health and Welfare Printed by Union Offset Co. Pty Ltd



The Hon. Dr Michael Wooldridge MP Minister for Health and Family Services Parliament House Canberra ACT 2600

Dear Minister

I am pleased to present the annual report of the Australian Institute of Health and Welfare for the year to 30 June 1998.

Section 4(2)(a) of the Australian Institute of Health and Welfare Act 1987 defines the Institute as a body corporate subject to the Commonwealth Authorities and Companies Act 1997.

During the current transitional arrangements for the latter Act, this annual report has been prepared to meet the requirements of division 3, part XI of the *Audit Act 1901*, as has been the case for earlier annual reports.

Future annual reports will be prepared to meet the requirements of the Commonwealth Authorities and Companies Act.

Yours sincerely

Professor Janice Reid Chairperson of the Board

2 October 1998

For health and welfare statistics and information

Fern Hill Park Bruce ACT GPO Box 570 Canberra ACT 2601

6A Traeger Court

Phone 02 6244 1000 Fax 02 6244 1299 http://www.aihw.gov.au

Foreword

From the Chairperson

Australian Institute of Health and Welfare

The past year has seen concentrated activity at the Institute, with the launches of our two premier publications, *Australia's Welfare* and *Australia's Health*, the release of other publications of national significance such as *Australian Hospital Statistics* 1996–97, and the first edition of the *National Community Services Data Dictionary*.



The Board of the Institute had significant input into all of these projects, and I must say that we are all very proud of the results.

The Board has also involved itself with some significant administrative issues, including privacy and data security, the establishment of desktop email, and business principles and charging policy. We also considered the issues surrounding the establishment of a new General Practice Statistics and Classification Collaborating Unit and its Survey of General Practice Activity.

Finally, I must mention the National Health Information Knowledgebase, which was launched on 1 July 1997. This exciting new Internet-based product provides integrated access to health and (shortly) community services data dictionaries and data models, as well as a significant register of Australian data collections. It has received international recognition, and rightly so!

The 1997–98 year marks the end of the term of the current Board. I know I speak for all Board members when I say that it has been a fascinating three years—three years of enterprise, sound management and great achievements in a unique organisation.

We will always be proud to have been associated with the Australian Institute of Health and Welfare.

Professor Janice Reid

AIHW mission

The mission of the Australian Institute of Health and Welfare is:

We inform community discussion and decision making through national leadership in the development and provision of authoritative and timely information and analysis on the health and welfare of Australians.

AIHW values

We contribute to improving the health and wellbeing of Australians by observing these values in all our work:

Objectivity

- We maintain impartiality and objectivity in the analysis, preparation and presentation of information.
- We make our findings and methods accessible to all.

Quality

• We gather, analyse and disseminate information according to statistical and ethical standards.

Respect

- We ensure the confidentiality of information provided to us.
- We respect the privacy and sensitivity of individuals and groups.

Accessibility

- We provide accessible health and welfare information for all Australians.
- We make information available in a timely manner, in forms and styles relevant to our clients' needs.

Independence

• We ensure that our work is in accordance with our mission and values regardless of the funding source.

Client focus

• To ensure the relevance of our work, we actively seek and are guided by the needs and views of our clients.

People

We respect each other and promote each other's creativity, expertise and wellbeing.

Contents

Foreword	iv
AIHW mission	v
AIHW values	v
List of tables	viii
List of figures	viii
Australian Institute of Health and Welfare	1
Corporate overview	1
Responsible Minister	1
Functions	1
Legislation	1
Corporate governance	2
Board Committees	3
Funding	5
Structure, management and staff	5
Highlights	9
Australia's Welfare 1997 and Australia's Health 1998	9
Survey of General Practice Activity	9
Information privacy and security	
National Community Services Data Dictionary	10
National Information Agreements	
Aboriginal and Torres Strait Islander Health Information Plan	10
AIHW's contract work	11
Finance	11
Timeliness	11
Dissemination	11
National information and policy coordination	13
Health information	14
Health of populations	15
National Health Priority Areas	21
Institutional health	26
Community health	28
Health resources	31
Health information infrastructure and services	33
Evaluation	35
Welfare-related information	39
National Community Services Information Agreement	39
National Community Services Data Dictionary	
Australia's Welfare 1997	
Aged care services	
Home and Community Care service standards instrument	
HACC national minimum data set project	41
Disability services	41

Childr∈	n and family services	. 43			
Suppor	ted accommodation and crisis services	. 45			
Housin	g assistance	. 46			
Welfare	e services expenditure	. 47			
Evalua	tion	. 48			
Information m	Information management and business services				
Change of desktop platform					
Metada	ta systems	. 49			
Informa	ation technology and telecommunications	. 50			
Corpor	ate data management	. 50			
Nation	al information development	. 51			
Corpor	ate communication	. 52			
Library	and document management	. 53			
Humar	resources management	. 53			
Financi	al resource management	. 57			
Evalua	tion	. 58			
Appendix 1:	Finance	. 59			
Appendix 2:	Legislation	. 79			
Appendix 3:	AIHW publications and reports 1997-98	103			
Appendix 4:	Activities funded by outside bodies	110			
Appendix 5:	Freedom of Information requests and enquiries	114			
Appendix 6:	Glossary	115			
Appendix 7:	Equal Employment Opportunity	116			
Appendix 8:	AIHW-Unit Heads	117			
Appendix 9:	Assessment against Program Budget Targets	119			
Appendix 10:	Compliance with Annual Reporting requirements	122			
Index		124			

List of tables

Table 1:	Chaff at 20 June 1000	E2
	Staff at 30 June 1998	
Table 2:	Institute staffing profile at 30 June 1998	54
Table 3:	Staff movements during 1997-98	54
Table 4:	Funding summary, 1997-98	57
Table 5:	Budget supplementation for core activities, 1997–98	57
List	of figures	
Figure 1:	AIHW organisational structure at 30 June 1998	7