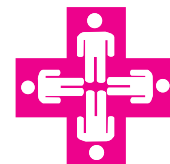


2010 / 2011 annual report

AWARE+NS
NOVA SCOTIA HEALTH +
COMMUNITY SERVICES
SAFETY ASSOCIATION



Contents

Mission. Beliefs. Vision. Values.	3
Report from the Board Chair: Carol Ann Brennan.	4
Report from the CEO: Mary-Lou MacDonald.	5
Working to Achieve Our Strategic Plan.	7
Collaboration. Partnerships. Leadership.	8
Awareness. Promotion. Advocacy. Communication.	9
Education. Training. Facilitating Effective Practices.	10
Sustaining AWARE-NS. Progress In The System.	11
Financial Reports.	12
Board of Directors.	19
Team.	19



Mission. Beliefs. Vision. Values.

AWARE-NS MISSION

Working with stakeholders and partners to promote and improve safety and health in Health and Community Services workplaces.

AWARE-NS BELIEFS

We believe that:

- *A healthy and safe workplace is a basic right.*
- *All workplace injuries must be prevented.*
- *Everyone must be a leader in workplace health and safety.*

AWARE-NS VISION

Safe and healthy people; safe and healthy workplaces.

AWARE-NS VALUES

Our core values guide our work with partners and stakeholders:

Excellence

We strive for excellence by improving health and safety through innovation.

Accountability

We are accountable by making transparent, evidence-based decisions that lead to value-added health and safety outcomes.

Collaboration

We encourage collaboration by engaging and enabling all stakeholders to work together, sharing knowledge and expertise.

Respect

We build trust by valuing everyone's contribution and recognizing diverse needs.

Courage

We have the courage to drive change by inspiring everyone to think creatively and be health and safety leaders.

Report from the Board Chair



As Chair of AWARE-NS, I am pleased to present this second annual report on behalf of the Board of Directors for the 2010-11 fiscal year. As I reflect on the past year I am struck by the Association's continued commitment to excellence toward achieving our vision: safe and healthy people, safe and healthy workplaces.

The strategic directions identified by this Board in the fall of 2009 have committed Directors and staff to embark on a collaborative approach to enhance understanding and expertise across and within sectors. The leadership of this organization has undertaken initiatives to establish partnerships with respected experts and service providers, which has served to lead key partners and stakeholders to reach higher standards in workplace health and safety. The work of AWARE-NS, to date, has focused on networking and research, and supporting the development of strategies and tools incorporating evidence-based best practice.

Health and safety are of paramount concern in Nova Scotia as we face challenges related to a growing demand for health and community services and an aging workforce providing this critically important care and support to Nova Scotians. At a time when this province faces considerable demands on limited financial resources it is more important than ever that we acknowledge the inter-relationship between the Health and Community Services workers and those for whom they provide care.

The call to action is of paramount importance if we are to take a focused and strategic approach to reducing workplace injuries and improving health and safety for all. AWARE-NS recognizes the importance of accountability for all partners and this past year AWARE-NS has made great strides in the identification of key performance indicators through its networking and facilitation activities.

I would be remiss not to acknowledge the considerable dedication and lobby efforts by the Board and staff toward transitioning the Association from its seed funding beginnings to securing a commitment from all stakeholders to the entrenchment of AWARE-NS beyond December 2011 as the leader in, and advocate for, health and community services safety best practice in Nova Scotia. In the midst of uncertainty our Board of Directors has remained committed to our vision, mission and strategic directions.

On their behalf, I would like to express sincerest appreciation and respect for the leadership of our Chief Executive Officer and her team for their unwavering dedication and passion for the work of AWARE-NS toward the advancement of workplace health and safety. I am honoured to serve as Chair of the Board and look forward to their continued participation in the year ahead.

Respectfully Submitted,

Carol Ann Brennan
Chair, Board of Directors

Report from the CEO



It is my pleasure to present the second Annual Report of AWARE-NS – the Nova Scotia Health and Community Services Safety Association. This report represents the contributions of everyone who directly or indirectly supported the mission of AWARE-NS this past year and there were many; from all sectors and organizational levels, from front-lines to management, and from inside and outside our industry. Nova Scotians came together to have the important and candid conversations about the safety improvements that need to be made and how we can work together to make them happen. This is the kind of leadership and collaboration that is essential to transform the occupational health and safety culture in Health and Community Service workplaces in Nova Scotia...and it is here and growing.

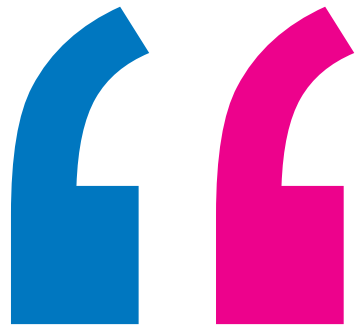
Thank you to our Board of Directors who have ardently represented the people working in this industry. They have shown their commitment by regularly, willingly and courageously entering into open and honest conversations with each other and their peers about the significance of the safety and well-being of the workforce to the future of our Health and Community Services system.

I am especially proud of the professionals who work day-to-day for AWARE-NS; Jason Slaunwhite, Pam Verge and our newest addition to the team, Leanne McIntyre. Their dedication, passion and work ethic is obvious and admirable. I cannot thank them enough for their constant inspiration. I also extend a special thank you to the Nova Scotia Department of Health and Wellness for their continued funding of AWARE-NS.

It is still early days as AWARE-NS strives to support our stakeholders to create a culture of health and safety and the urgent need to establish a sector specific safety association has not diminished. The reality is that despite the best efforts of our stakeholders and their resources, combined with the collective work of our other external partners, the injury rates and associated costs have not changed significantly. In fact within our industry, there continues to be a rise in both time loss claims (more than double any other industry) and sector premiums and there is no reliable prediction of a positive sustainable change. Given the current fiscal realities in this province, it is unacceptable to continue to invest millions of our valuable tax dollars in failure costs. It is equally unacceptable to fund and deliver services and care in environments that are not as safe and healthy as they can be, given the associated human cost.

Presently, and appropriately, we see a significant commitment and investment being made by the Department of Health and Wellness to improve patient safety in Nova Scotia. To that end however, I believe it is vital to establish the critical link between the safety of workers and the safety of patients. A safe and healthy work environment benefits everyone – workers, patients, residents, families and visitors. To truly build a sustainable culture of health and safety in our industry, we need to combine efforts to prioritize safety for both patients and workers. This is one significant element of the change that needs to take place if we want to see significant improvements in the Health and Community Services sector.

In the face of many challenges this past year, our stakeholders have remained engaged with AWARE-NS as we continue to consult and collaborate to address their priority safety concerns. Each of these stakeholder groups has significant safety needs that pose a potential risk. Since compliance is the basic foundation for occupational health and safety, without focused safety resources and initiatives that support provincial standards for safe work practices, it remains very difficult for these agencies and organizations to meet even the minimum standard for legislative compliance.



the time for system level change is now



AWARE-NS has pursued strategic conversations in a deliberate effort to inspire an improved workplace culture of safety and well-being for the dedicated people who provide care and support to Nova Scotians. AWARE-NS has evolved as a truly unique collaboration of government, workers, employers, the Workers' Compensation Board, the Department of Labour and Advanced Education, industry partners and organized labour. Now, more than ever, it is obvious that common goals, integrated strategies, accountability and improved collaboration between parallel organizations and entities are crucial if we are to create positive

changes in the system. And the time for this system level change to take place is now. Our stakeholders are

ready. Across the sub-sectors there is definite and increased interest and desire to cooperate to set and support standards for safe work practices provincially. The establishment of AWARE-NS was only the first step in the right direction that now needs to be followed by many more bold steps in order for the Health and Community Services sector to not only reverse the negative trend of injury and illness but to be a leader in workplace health and safety in Nova Scotia and across this country.

Since inception AWARE-NS has focused on building trusting relationships with our stakeholders and partners and closely analyzing the health and safety issues and priorities. This was time well spent. As we move into the next

phase of our development, our focus is now on increasing public awareness of the unique issues facing our workforce and delivering specific programs that address the stakeholders' priority needs – the prevention of musculoskeletal injuries, meeting minimum OSH legislative compliance, and the prevention of violent and aggressive behaviours in the workplace. Armed with the best practices of leading organizations, we are ready to move forward to deliver the programs, services, and supports that our stakeholders need if they are going to create safe and healthy workplaces that provide quality services and care to Nova Scotians. To achieve this, we must stay the course set by the stakeholder advisory committee and the Board of Directors.

As we go to print with this report, we still do not know if there is a long-term future for AWARE-NS. We do know that there is clearly a strong business case and moral and ethical imperatives to support an enhanced, strategic approach to health and safety for Nova Scotia's 50,000 Health and Community Services workers. As with all prevention efforts, it takes strong and courageous leadership to make the investment but it is the right thing to do, as difficult as it may be at this time.

Respectfully Submitted,

Mary-Lou MacDonald
Chief Executive Officer

Working to Achieve our Strategic Plan



1

Collaboration. Partnerships. Leadership.

Engage leaders around a shared agenda for change.
Establish partnerships for service and program delivery.

2

Awareness. Promotion. Advocacy. Communication.

Position AWARE-NS as the leading voice on Health and Community Services health and safety issues.

3

Education. Training. Facilitating Effective Practices.

Promote effective practices for health and safety throughout the sector.
Ensure health and safety educational resources are available to all stakeholders.

4

Sustaining AWARE-NS. Progress in the System.

Our contributions are viewed as credible and useful by the sector and the public.
Have a measurable, sustained and positive impact on health and safety in the Health and Community Services sectors.

1

Collaboration. Partnerships. Leadership.

Engage leaders around a shared agenda for change.

Establish partnerships for service and program delivery.

Introduction

Given the current health care financial burden, pending health human resource crisis, and the escalating costs and impacts of worker illness and injuries, we clearly have a shared agenda that creates the urgency for change and sets the stage for increased collaboration. AWARE-NS has continued to build alliances and partnerships that will enable the association to be recognized as the trusted source for health and safety in Nova Scotia Health and Community Services workplaces. A great deal of work needs to be done to support the sustainability of safe and healthy workplaces and AWARE-NS believes this can only be accomplished by working together with all of our partners.

Partners in Prevention Workshop

In October 2010 representatives from AWARE-NS, the Department of Labour and Advanced Education and the Workers' Compensation Board of Nova Scotia participated in a one-day workshop to identify methods to collaborate more effectively with respect to the provincial Occupational Health and Safety (OH&S) system in Health and Community Services workplaces. A consensus was reached to collaborate on a number of organizational and individual actions to improve the OH&S system for Health and Community Services in Nova Scotia. These will be addressed as we move forward.

District Health Authority/IWK Occupational Health & Safety Working Group

AWARE-NS continues to support the Occupational Health and Safety Working Group for District Health Authorities and the IWK. Given this strong collaboration, a great deal of work has been accomplished this year as the DHA/IWK OH&S working group has addressed issues related to workplace violence, first-aid requirements for health

professionals, diagnostic imaging, OH&S data management, Material Safety Data Sheet (MSDS) management and OH&S specific training.

Pilot Project with Department of Labour and Advanced Education and WCB-NS to Support Priority LTC Employers

Existing evidence (WCB-NS) has highlighted the need to focus on select employers in Long Term Care (LTC) that are demonstrating a significant need for support. This project will utilize the knowledge and skills of AWARE-NS, the Department of Labour & Advanced Education and the Workers' Compensation Board of Nova Scotia to engage, create awareness and provide resources necessary to promote effective practices in occupational health and safety. The combined effort of these three system partners to support priority employer organizations will assist in improving each participating organization's OH&S management system and will, in turn, lead to safer employees and a reduction in WCB premiums for other organizations in their sector in the future.

Partnerships for Streamlined Communication of Priority OH&S Issues

AWARE-NS has pursued the forging of a new relationship with the Department of Labour and Advanced Education (DLAE) to improve communication with the Health and Community Services sector. By creating a channel to notify organizations about OH&S issues emerging as targets for inspection by DLAE, and by increasing the knowledge and understanding within DLAE of the important OHS issues and challenges within the Health and Community Services system, we anticipate a more proactive and effective approach to identifying and supporting opportunities for improvement in the future.

Community Services Strategy for Aggressive and Responsive Behaviours

Challenging behaviors in community services residences continue to be a concern. Based on recent trends, AWARE-NS, in conjunction with stakeholders from the community services sector, are in the process of developing a multi-pronged approach to understanding and addressing this significant issue. The intention of this initiative is to increase the awareness and understanding of the issues, identify opportunities for improvement, and develop and offer supports for increased safety and well-being of the workers. A provincial, standardized approach will be pursued.

Continuing Initiatives with National Partners

A number of meetings have been held over the past year to develop strong links with other OHS focused organizations outside our jurisdiction with perspectives that range both nationally and internationally. The process is underway for negotiating formal resource sharing and collaboration agreements with these organizations going forward. Opportunity exists to share and collaborate on a number of levels including development and use of tools, training programs, research, best practices, software application, strategic planning, etc.

Pilot Project for Homecare and Home Support

AWARE-NS is currently working together with stakeholders from the homecare and home support sector and WCB-NS to create a comprehensive injury reduction strategy for homecare and home support delivery in Nova Scotia. Specific focus on advocacy, leadership engagement, safety awareness and targeted safety interventions will be the highlights of this project. In order to gauge the effectiveness of this process, AWARE-NS will include an evaluation component for each phase to ensure positive and measurable improvements are occurring in attitude, behaviour and transfer of knowledge.

2

Awareness. Promotion. Advocacy. Communication.

Position AWARE-NS as the leading voice on Health and Community Services health and safety issues.

Introduction

AWARE-NS is at a significant point in its evolution and with this comes a unique opportunity to step out and define itself as an organization dedicated to the health and safety of our stakeholders who work every day in Health and Community Services workplaces in Nova Scotia. As a new association, the focus is on building a strong foundation that encourages our stakeholders to have confidence in and contribute to our growing knowledge and expertise in health and safety practices and in our commitment to serve them well. The dedication and experience of our Board of Directors has inspired AWARE-NS staff to identify new ways that will guide the association's future direction to reduce workplace risks and prevent workplace illness and injury. AWARE-NS serves as the collective voice of everyone who works in this critical industry.

Advocacy and Provincial OH&S Initiatives

AWARE-NS is actively advancing and elevating the discussion for a renewed focus on the unique and growing concern for the safety and well-being of Health and Community Services workers in Nova Scotia. With a seat at the Occupational Health & Safety Advisory Council to the Minister of Labour and Advanced Education, every effort is made and every opportunity is taken to draw attention to the Health and Community Services sector by requesting support for improvements province-wide.

AWARE-NS also supports other provincial initiatives for occupational health and safety by being a member of the Occupational Health & Safety Advisory Council's Training Quality Working Group and Prevention Subcommittee, the Workplace Safety Insurance System (WSIS), the Healthy Living 9 Workplace Health and Safety Module, and the national Day of Mourning ceremonies.

Conference Presentations

To increase the level of awareness and understanding of the safety issues within the Health and Community Services sector, it is the intention of AWARE-NS to continue to bring the message not only to those within our industry but to those outside our industry. AWARE-NS continues to support local organizations and associations by presenting and promoting the sharing of information at conferences including:

- *the Department of Health Spring Consultation Series with the Continuing Care Sector*
- *Community Services Tools for Life Conference and Exhibit*
- *Continuing Care Association Nova Scotia (CCANS) Annual Conference and Exhibit*
- *Home Support Nova Scotia Association's Annual Conference*
- *Safety Services Nova Scotia (SSNS) Annual Conference and*
- *the Nova Scotia Parkinson's support group meeting.*

Of particular note this year, AWARE-NS focused attention at the SSNS Annual Conference on the unique challenges in the health sector by presenting our new *Safety Assessment for Community Based Care and Support* and hosting a session presented by Dr. Brian Goldman from CBC radio that highlighted the risks of people working in the sector. Feedback from the conference suggests a growing audience of health professionals in attendance and an increased number of sector specific sessions being offered as a result.

Comprehensive Communication Strategy for Homecare/Home Support

To increase community awareness around the safety issues in community care, AWARE-NS developed an awareness campaign that was launched during the North American

Occupational Safety and Health (NAOSH) Week (May 1-7, 2011). The campaign assisted in bringing attention to the issues being faced by front-line health and community workers. Advertisement on the exterior and interior of buses and bus shelters in Halifax and industrial Cape Breton as well as a radio campaign continued for the month of May.

'Peer Commentary' in HealthcarePapers

AWARE-NS was formally requested to comment on the lead article by Lowe and Chan: 'Using Common Work Metrics to Improve Performance in Healthcare Organizations'. Lowe and Chan argue that ad hoc and organization-specific initiatives are inadequate for effecting continuous quality improvement in healthcare work environments. They reason that a common measurement tool that is capable of guiding, coordinating and spurring on system-wide change is critical to success. With their focus being primarily on the quality of work environments that support organizational performance, AWARE-NS took the position that employee health and safety data should play a primary role; therefore, being highlighted separately from patient safety data reporting. This article was published in August 2010.

AWARE-NS on CBC Radio-Information Morning

CEO Mary-Lou MacDonald was invited to speak on the escalating healthcare costs associated with obesity in Nova Scotia. The risk to the health and safety of staff in Health and Community Services workplaces due to increasing obesity rates were highlighted and the importance of a strategic focus on worker safety was discussed.

3

Education. Training. Facilitating Effective Practices.

Promote effective practices for health and safety throughout the sector.

Ensure health and safety educational resources are available to all stakeholders.

Introduction

The extent to which AWARE-NS can influence the integration of effective health and safety practices in our stakeholders' workplaces is largely dependent upon the implementation of an appropriate and sufficient level of education and training services and resources. A comprehensive plan with strategies to create awareness and increase knowledge at key levels that include the individual, the organizations, the community, and government has been proposed. Accountability through evaluation is an essential component and is paramount in all aspects of the plan.

In advancing our third strategic direction, *Education and Training, Facilitating Effective Practices*, AWARE-NS has developed and proposed a plan based on the research and development of current best practices in occupational health and safety. This plan supports new and innovative approaches to workplace health and safety knowledge transfer and exchange.

Safety Assessment for Community Based Care and Support

A new safety manual with an accompanying safety assessment for community based employees within the province of Nova Scotia was created by the AWARE-NS working group for health and community workers. Both resources were officially launched during the North American Occupational Safety and Health (NAOSH) week. Plans for supporting this work through a training program, formal policy, and evaluation are currently being considered. AWARE-NS would like to thank all of the members of this working group for providing invaluable information and feedback over the past year and for setting an example of what can be accomplished when we work together.

Material Safety Data Sheets (MSDS) Strategy for District Health Authorities

To create consistency and reduce costs associated with the management of Material Safety Data Sheets (MSDS) within the District Health Authorities provincially, AWARE-NS, on behalf of the DHA/IWK working group, has undertaken a scan of current MSDS practices. A number of stakeholders have identified increased costs and redundancies in their current MSDS management system and are eager to collaborate on a shared MSDS data base. AWARE-NS has worked with Capital District Health Authority to design an RFP process for a MSDS data management service provincially. Interest has also been identified around the application for the other sectors and this will be pursued. This is an excellent example of the opportunities to improve process, reduce costs, and collaborate across the sub-sectors within Health and Community Services.



AWARE-NS Knowledge Solutions Program Plan

The knowledge solutions plan has been researched and developed and is designed for progressive implementation. It will be phased in over several years in a way that is efficient, effective and relevant to our stakeholders, is affordable to the system, accessible to stakeholders, embraces adult learning, is innovative and is grounded in sound evidence. There is significant interest and readiness among stakeholders for a provincial and standardized approach to knowledge exchange and transfer, particularly in terms of safe work practices training, policy, and program development.

Achievements to date include the following: a sector-specific *Training Needs Analysis* based on identified knowledge gaps; *Key Advisor Interviews* were conducted to validate three main knowledge priorities (Musculoskeletal Injury Prevention (MSI), Occupational Health and Safety Compliance, and Workplace Violence Prevention); extensive research of best workplace learning models was conducted to develop a blended learning model; and a review of current training resources available to support a blended learning model that resulted in the development of an implementation plan for knowledge solutions.

4

Sustaining AWARE-NS. Progress In The System.

Our contributions are viewed as credible and useful by the sector and the public.

Have a measureable, sustained and positive impact on health and safety in the Health and Community Services sectors.

Introduction

The need for a stand-alone, industry specific safety association for Health and Community Services was endorsed as a result of focused stakeholder consultation and thorough study and examination of all feasible options to address the overwhelming financial and human costs associated with occupational health and safety systems failure. Since the initial endorsement and subsequent launch of AWARE-NS, a sustainable funding model has not yet been secured beyond the start-up budget. It is widely recognized that a positive and sustained impact on health and safety issues cannot be achieved quickly but requires an extended period of commitment. Over the last year, significant resources have been diverted to the continual reinforcement of the association's purpose and its role as a partner in the provincial Workplace Safety and Insurance System (WSIS).

As an evolving safety association with limited resources, AWARE-NS has seized each and every opportunity available to have a positive impact on the drivers of health and safety within Health and Community Services in Nova Scotia. By listening closely to feedback from our stakeholder groups, we are confident in our understanding of the priorities they consider most critical and will work collaboratively with stakeholders and partners to continuously improve the health and safety practices in their workplaces.

Building the Business Case for Future Sustainability of AWARE-NS

Working collaboratively with funders and stakeholders, AWARE-NS has developed an extensive business case based on several possible service delivery options with budgets to support each level of delivery. Our business focus is always on increasing the awareness of and support for the priority health and safety issues and the priority sectors and employers. The business plan investments, deliverables, and return on investments vary according to the financial and human resource inputs within the different budget scenarios.

AWARE NS has met with key stakeholder groups (Human Resources/People Leadership Council (HRPLC), Continuing Care Council, DHA CEO Council, Labour Unions of Nova Scotia, and Home Support/Home Care Network) to emphasize the urgent need for sustainable change to workplace health and safety within the industry and to further engage these stakeholders in the effort.



Auditors' Report

To the Board of Directors of **Nova Scotia Health and Community Services Safety Association**

We have audited the accompanying financial statements of **Nova Scotia Health and Community Services Safety Association** which comprise the statement of financial position as at March 31, 2011 and the statements of operations and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of **Nova Scotia Health and Community Services Safety Association** as at March 31, 2011, and its financial performance for the year then ended in accordance with Canadian generally accepted accounting principles.

Colleen Bamow FRCIN

Dartmouth, Nova Scotia
May 5, 2011

Chartered Accountants

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED MARCH 31, 2011


	2011	(Note 1) 2010
	\$	\$
REVENUE		
Department of Health - Province of Nova Scotia	500,000	750,000
Interest	<u>1,243</u>	<u>-</u>
	<u>501,243</u>	<u>750,000</u>
OPERATING EXPENSES		
Amortization	26,892	12,227
Board meetings	5,350	6,286
CEO travel and other	5,040	10,998
Communication and marketing	15,695	65,851
Contract services	25,450	62,046
Employee benefits	41,386	24,132
Governance	16	2,117
Office	34,984	36,411
Salaries and contractors	242,232	173,159
Staff travel and other	17,543	4,586
Strategic planning	<u>-</u>	<u>20,587</u>
	<u>414,588</u>	<u>418,400</u>
EXCESS OF REVENUES OVER EXPENSES	86,655	331,600
NET ASSETS - beginning of year	<u>331,600</u>	<u>-</u>
NET ASSETS - end of year	<u>418,255</u>	<u>331,600</u>

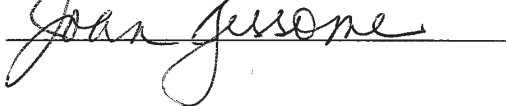
STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2011

	2011	2010
	\$	\$
ASSETS		
CURRENT		
Cash and GICs	404,176	317,553
Accounts receivable	2,984	-
HST recoverable	7,881	13,216
Prepays	<u>3,313</u>	<u>6,893</u>
	418,354	337,662
PROPERTY AND EQUIPMENT (Note 3)	<u>36,784</u>	<u>55,859</u>
	<u>455,138</u>	<u>393,521</u>
LIABILITIES		
CURRENT		
Accounts payable	<u>36,883</u>	<u>61,921</u>
NET ASSETS		
UNRESTRICTED NET ASSETS	<u>418,255</u>	<u>331,600</u>
	<u>455,138</u>	<u>393,521</u>

Approved by the Board


 _____ Director


 _____ Director

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED MARCH 31, 2011

	2011	(Note 1) 2010
	\$	\$
CASH PROVIDED BY (USED FOR):		
OPERATIONS		
Net earnings	86,655	331,600
Item not affecting cash		
Amortization	<u>26,892</u>	<u>12,227</u>
	<u>113,547</u>	<u>343,827</u>
Changes in non-cash working capital items		
Accounts receivable	(2,984)	-
HST receivable	5,335	(13,216)
Prepays	3,580	(6,893)
Accounts payable	<u>(25,039)</u>	<u>61,921</u>
	<u>(19,108)</u>	<u>41,812</u>
INVESTMENTS		
Acquisition of property and equipment	<u>(7,816)</u>	<u>(68,086)</u>
CHANGE IN CASH POSITION	86,623	317,553
CASH POSITION - beginning of year	<u>317,553</u>	<u>-</u>
CASH POSITION - end of year	<u>404,176</u>	<u>317,553</u>

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2011

1. OPERATIONS

Nova Scotia Health and Community Services Safety Association ("AWARE-NS") is a not-for-profit organization incorporated under the Nova Scotia Societies Act. The organization works with stakeholders and partners to promote and improve safety and health in Health and Community Services workplaces. AWARE-NS receives funding from the Nova Scotia Department of Health and Wellness.

The Association began operations in November 2008, and was incorporated on March 9, 2009. The comparative figures represent the results of operations for the 15 month period ended March 31, 2010.

2. SIGNIFICANT ACCOUNTING POLICIES

Property and equipment

Property and equipment are recorded at cost. Amortization is provided for using the following rates and methods over their estimated useful lives as follows:

Website	2.5 years	Straight-line
Equipment	3 years	Diminishing balance
Leaseholds	15.5 months	Straight-line
Furniture and fixtures	30%	Straight-line

One half year's amortization is taken in the year of acquisition.

Financial instruments

The Association's financial instruments include cash, accounts receivable, and accounts payable. Unless otherwise noted, it is management's opinion that the Association is not exposed to significant interest, currency or credit risks arising from financial instruments. The fair market value of these financial instruments approximates their carrying values.

Use of estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that effect the reported amounts of assets and liabilities and disclosure of contingencies at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2011

2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue Recognition

It was previously determined that revenue would be recognized as funds were received from the Nova Scotia Department of Health and Wellness. There is one final payment remaining under the terms of the agreement with the Department of Health and Wellness in the amount of \$375,000 which was received subsequent to year end.

Income taxes

The Association is a registered non-profit organization under the meaning assigned in Section 149 of the Income Tax Act and as such is exempt from income taxes.

3. PROPERTY AND EQUIPMENT

	Cost	Amortization	Net 2011	Net 2010
	\$	\$	\$	\$
Website	25,506	15,581	9,925	20,128
Equipment	18,953	8,023	10,930	11,786
Leaseholds	6,790	6,186	604	5,861
Furniture and fixtures	<u>24,654</u>	<u>9,329</u>	<u>15,325</u>	<u>18,084</u>
	<u>75,903</u>	<u>39,119</u>	<u>36,784</u>	<u>55,859</u>

4. FUTURE OPERATIONS

The Association receives funding from the Nova Scotia Department of Health and Wellness. Funding has been secured until December 2011 under the terms of a contract. However future funding is uncertain. Management is currently attempting to secure funding for future years.

5. COMMITMENTS

Nova Scotia Health and Community Services Safety Association is committed to a lease for office premises terminating May 14, 2011. The lease requires minimum total monthly payments of \$969 and reimbursements of real property tax to the landlord of \$207.

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2011

6. PENSION PLAN

The employees of the Association are members of the Nova Scotia Association of Health Organizations Pension Plan, a defined benefit pension plan administered by the Board of Trustees. The Plan is administered in compliance with Plan documents, Canada's Income Tax Act, and the Nova Scotia Pension Benefits Act. The Association matches employee contributions, calculated as a percentage of salary. Contributions of \$20,425 have been expensed in 2010 (2009 - \$9,601).

7. CAPITAL RISK MANAGEMENT

The Association's objectives when managing capital are to ensure sufficient liquidity to support its financial obligations and to conduct operations and execute strategic plans in the best interests and support of its stakeholders.

The Association's objectives are met by maintaining adequate funds to guard against the possibility that cash flows will not be sufficient to meet future cash flow requirements.

The Association's capital structure consists of net assets. As at March 31, 2011 the Association's net assets were \$418,255 (2010 - \$331,600).

8. FUTURE ACCOUNTING FRAMEWORK CHANGE

The CICA has issued a new accounting framework applicable to Canadian not-for-profit organizations. Effective for fiscal years beginning on or after January 1, 2012, not-for-profit organizations will have to choose between International Financial Reporting Standards (IFRSs) and Accounting Standards for Not-for-Profit Organizations (ASNPO), whichever is more appropriate. Early adoption of these standards is permitted. The Association plans to adopt the new accounting standards for not-for-profit organizations, for its fiscal year beginning on April 1, 2012. The impact on the financial statements of this transition has not been determined.

Board of Directors

District Health Authorities

Chris Goudge
Cumberland Health Authority
Carrie Maclsaac
Guysborough Antigonish Strait Health Authority
Kathy MacNeil
Capital District Health Authority

Community Care

Carol Ann Brennan, Chair
Regional Residential Services Society
Caroline Campbell, Vice-Chair
VON (currently vacant)
Denise Halloran
Guysborough County Home Support Agency
Barry Jack
Our Neighbourhood Living Society (ONLS)

Facility Based Long Term Care

Shelley James
Northwoodcare Inc.
Betty Mattson
Kings Regional Rehabilitation Centre
Cathy Power
Seaview Manor

Front Line Workers

Kathy Dauphney
Alderwood Rest Home
Dianne Frittenburg
South Shore Health
Donna Munroe
Northwood Home Support

Member-at-Large

Janet Simm
Health Association Nova Scotia
(currently vacant)

Labour

Joan Jessome
NSFL/NSGEU
Nova Scotia Federation of Labour
Nova Scotia Government & General Employees Union

Ex Officio

Judy LaPierre
Nova Scotia Department of Community Services
Keith Menzies
Nova Scotia Department of Health and Wellness (currently vacant)
MJ MacDonald / Dennita Fitzpatrick
Workers' Compensation Board of Nova Scotia

Team



Left to right:

Leanne McIntyre,
Knowledge Solutions Consultant

Pam Verge,
Executive Coordinator

Mary-Lou MacDonald,
Chief Executive Officer

Jason M. Slaunwhite,
Director, Research & Development

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