

NOTICE IS HEREBY GIVEN OF THE NZIMLS COUNCIL MEETING TO BE HELD AT THE COTSWOLD HOTEL, CHRISTCHURCH, THURSDAY 27 NOVEMBER – FRIDAY 28 NOVEMBER 2025 COMMENCING AT

AGENDA

1. **Apologies**
2. **Minutes of Previous Meeting**
3. **Matters arising from the previous Minutes** not located elsewhere in the Agenda.
 - 3.1 NZSP discussion
4. **Regional Reports**
 - 4.1 Region 1 Report - verbal
 - 4.2 Region 2 Report - verbal
 - 4.3 Region 3 Report
 - 4.4 Region 4 Report
 - 4.5 Region 5 Report
 - 4.6 Technicians Report - nil
5. **Financial Report**
 - 5.1 **Financial Report**
 - 5.1.1 Financial Report and Statement of Accounts for quarter ending 30 September 2025
 - 5.1.2 Electronic payments 01 July – 30 September 2025 for ratification
 - 5.1.3 Credit Card Statements 01 July – 30 September 2025 for ratification.
 - 5.1.4 BNZ Correspondence
6. **Executive Officer's Report**
 - 6.1 Executive Officer's Report to 31 July 2025
 - 6.2 Document control policy
 - 6.2 PPTC donation - verbal
7. **Membership**
 - 7.1 Membership Report to 30 June 2025
8. **CPD**
 - 8.1 CPD Report to 30 June 2025
9. **QMLT**
 - 9.1 QMLT results for ratification (verbal)
 - 9.2 Reviewing Completed Practical Assessments (verbal)
10. **Education**
 - 10.1 Mike Legge Higher Education Scholarship applications
 - 10.1.1 A Mereena
 - 10.1.2 E Giles
 - 10.1.3 M Legge's choice for scholarship
11. **Journal**
 - 11.1 Journal Editor's report
 - 11.2 2026/2027 Journal Cover competition
 - 11.2.1 Kelly Craig entry
 - 11.2.2 Isla Revell entry
 - 11.3 Draft updated guidelines for Rob Siebers Journal Prize
 - 11.4 Journal draft project charter



12. **Website**
NIL
13. **Fellowship Report**
NIL
14. **Governance**
 - 14.1 Technician Representative Applications
 - 14.1.1 Katy Taylor
 - 14.1.2 Masika Paky
 - 14.1.3 Carolyn Kamper
 - 14.2 Draft Privacy Statement
 - 14.3 Draft Council Charter
 - 14.4 Deputy-Director General of Health vacancy
15. **Ministry of Health**
 - 15.1 MOH Update
 - 15.2 Student Placement System
 - 15.3 Mandaluyong Patient Safety Declaration
 - 15.4 HPCA Act Amendments and Putting Patients First consultation
 - 15.5 Medical Products Bill update
16. **ASM26**
 - 16.1 Update on 2026 ASM – verbal (S Tozer)
 - 16.2 TH Pullar address - verbal
17. **Medical Sciences Council**
 - 17.1 Medical laboratory science workforce modelling (**in confidence**)
 - 17.2 Matters arising from August meeting
 - 17.3 Notes from quarterly meeting, Thursday 13 November
18. **Special Interest Groups**
 - 18.1 SIG Committees
 - 18.2 Microbiology convenor application – Tessy George
 - 18.3 Cytology Special Interest Group meeting
 - 18.4 Molecular Diagnostics SIG Feedback
 - 18.5 Preanalytical SIG report
19. **University of Otago**
 - 19.1 BMLSc Advisory Committee
20. **AUT**
NIL
21. **RCPA update**
 - 21.1 RCPA Pathology Committee
 - 21.2 RCPA letter to MOH re urgent funding gap
22. **POCT**
NIL
23. **Professional Advisor reports**
 - 23.1 Discussion items – M Legge
 - 23.2 Putting Patients First – summary document
24. **Barrie Edwards & Rod Kennedy Scholarship**
 - 24.1 Scholarship update – Savannah Young

- 25. President's Award**
 - 25.1 Policy document
 - 25.2 Application form
 - 25.3 Sample pin

- 26. Correspondence**
 - 26.1 AIMS Tropical Division
 - 26.2 B Armstrong
 - 26.3 V Buchan

- 27. General Business**
 - 27.1 Communio Wellington Mortuary Opening – verbal (T Barnett)

End of day 1: Staff appraisals (Executive Only)

Jillian Broadbent 4:30pm

Sharon Tozer 5:30pm

From: [NZIMLS President](#)
To: [Mike Legge](#); [Sharon Tozer](#); [Ajesh Joseph](#); [NZIMLS Vice President](#)
Subject: RE: NZSP and NZIMLS MOU
Date: 15 September 2025 7:39:11 pm
Attachments: [image002.png](#)
[image003.png](#)

Hi all again,

I don't really agree Mike, you were in the very initial meeting we had at the airport where Peter and Richard outlined their vision for the relationship, and you and I were apprehensive and sceptical about the advantages for the NZIMLS except giving a combined and united Pathology sector voice. It also adds clinical and academic credibility to our organisation if we want to exploit that, we would potentially have greater access to their expertise at conference meetings etc if we had a closer working relationship. Plus, if we are offering services etc. they (the Pathologists) may finally recognise we are a part of the greater profession that is worth engaging with, and yes, we will be charging for that, but that is not normally part of a MoU. And if they don't respect our position, then I have no problem cutting them loose and then we will see if they survive.

Regards

Tony

From: Mike Legge <mike.legge@nzimls.org.nz>
Sent: Monday, 15 September 2025 12:40 pm
To: Sharon Tozer <sharon@nzimls.org.nz>; Ajesh Joseph <ajesh.joseph@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>; NZIMLS President <president@nzimls.org.nz>
Subject: Re: NZSP and NZIMLS MOU

Hi Everyone,

I have been giving the MOU with the NZSP a bit more thought and I would suggest that it needs to go to a full NZIMLS Council meeting. There is a new Council and they will be responsible for the MOU decisions during their term of office. I would also consider that the current document needs a 'cooling off period'.

Currently there has been no documents produced indicating the advantages and disadvantages of entering into the MOU but superficially it would appear to be of advantage to the NZSP. The question that needs to be considered is why after all this time is there suddenly a desire to enter an agreement with the NZIMLS from a number of Pathologists who have not support the NZIMLS membership in the past. I am also wondering if this is being done for the AGM in Wellington at the RCPA Wellington Pathology Conference.

There is something going on that the NZIMLS is not being informed about with the the

NZSP.

Longer term I can see that there may well be benefits for an MOU but currently it looks like all the advantages are for the NZSP.

Best wishes

Mike

From: Sharon Tozer <sharon@nzimls.org.nz>

Sent: 15 September 2025 10:55

To: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>; NZIMLS President <president@nzimls.org.nz>

Cc: Mike Legge <mike.legge@nzimls.org.nz>

Subject: RE: NZSP and NZIMLS MOU

Yes, I'm aware of that Ajesh. But if they are presenting the MOU as it stands, and their membership accept it, then it will be harder to change after they vote. And we definitely need to add that we will be charging them (and I suggest a market-rate fee).

With regards

Sharon

From: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>

Sent: 15 September 2025 10:50 am

To: Sharon Tozer <sharon@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>; NZIMLS President <president@nzimls.org.nz>

Cc: Mike Legge <mike.legge@nzimls.org.nz>

Subject: RE: NZSP and NZIMLS MOU

Hi Sharon

MOU doesn't include anything regarding sharing Board positions. This was suggested by them and they wish to discuss with their members.

Tony, we may need to add charge for the administrative services that we offer to them in the MOU.

Kind regards,

Ajesh Joseph



Ajesh Joseph
Secretary/Treasurer
PO Box 505, Rangiora 7440, New Zealand
P +64 3 313 4761 • M +64 0223 9444

Ajesh.Joseph@waikatodhb.health.nz • www.nzimls.org.nz



Follow us on Facebook



From: Sharon Tozer <sharon@nzimls.org.nz>
Sent: Monday, 15 September 2025 10:41
To: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>; NZIMLS President <president@nzimls.org.nz>
Cc: Mike Legge <mike.legge@nzimls.org.nz>
Subject: RE: NZSP and NZIMLS MOU
Importance: High

[@NZIMLS President](#) Tony, maybe you need to re-hash the MOU before the NZSP present to their members; make it clear that they will remain a separate identity and that NZIMLS is offering administrative services only and add that there will be a fee (yet to be determined) for this service. Make it clear that the Executive of NZIMLS will not be available for Board positions on NZSP, but available in an advisory capacity.

With regards

Sharon

From: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>
Sent: 15 September 2025 10:20 am
To: Sharon Tozer <sharon@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>; NZIMLS President <president@nzimls.org.nz>
Cc: Mike Legge <mike.legge@nzimls.org.nz>
Subject: RE: NZSP and NZIMLS MOU

Hi Sharon

I agree that we should discuss the financial side of the service we provide for them. Also we need to preserve our identity as an organization and the leadership should not be shared.

Kind regards,

Ajesh Joseph



Ajesh Joseph
Secretary/Treasurer
PO Box 505, Rangiora 7440, New Zealand
P +64 3 313 4761 • M +64 0223 9444
Ajesh.Joseph@waikatodhb.health.nz • www.nzimls.org.nz
f Follow us on Facebook



From: Sharon Tozer <sharon@nzimls.org.nz>
Sent: Monday, 15 September 2025 8:45
To: NZIMLS Vice President <v.president@nzimls.org.nz>; NZIMLS President <president@nzimls.org.nz>; Ajesh Joseph <ajesh.joseph@nzimls.org.nz>
Cc: Mike Legge <mike.legge@nzimls.org.nz>
Subject: RE: NZSP and NZIMLS MOU

Another thing that is not defined, is any financial criteria. We will not be doing this for free!

With regards

Sharon

From: NZIMLS Vice President <v.president@nzimls.org.nz>
Sent: 15 September 2025 7:50 am
To: Sharon Tozer <sharon@nzimls.org.nz>; NZIMLS President <president@nzimls.org.nz>; Ajesh Joseph <ajesh.joseph@nzimls.org.nz>
Cc: Mike Legge <mike.legge@nzimls.org.nz>
Subject: Re: NZSP and NZIMLS MOU

Hi Sharon,

I agree. It's important that we preserve our identity and clearly define the eligibility criteria for each entity from the outset. Otherwise, it could create an expectation that NZSP members should automatically serve as board members of the NZIMLS in reciprocation. I think it would be best for each entity to have its own distinct board members.

Regards,

Sujata



Sujata Hemmady
Vice-President
PO Box 505, Rangiora 7440, New Zealand
P +64 3 313 4761 • M +64 21 103 8191
v.president@nzimls.org.nz • www.nzimls.org.nz
 Follow us on Facebook

From: Sharon Tozer <sharon@nzimls.org.nz>

Sent: Friday, September 12, 2025 9:20 AM

To: NZIMLS President <president@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>; Ajesh Joseph <ajesh.joseph@nzimls.org.nz>

Cc: Mike Legge <mike.legge@nzimls.org.nz>

Subject: FW: NZSP and NZIMLS MOU

Hi,

We seriously need to think about our officers (Executive) being included in the NZSP roles. Does NZIMLS really want that responsibility when we are already officers of the NZIMLS? It means in effect, that we would be running the NZSP as an incorporated society, and would need to do so in official capacity as a separate company. There may then be a conflict of interest between the two societies with the same 'board members'. It would also mean that our Executive would be volunteering extra hours to NZSP over and above what you already do.

This is not what we wanted. We were only offering administration/financial services.

With regards

Sharon



Sharon Tozer AT, CAANZ
Chief Executive Officer

PO Box 505, Rangiora 7440, New Zealand
+64 3 313 4761 • M +64 21 229 5454

sharon@nzimls.org.nz • www.nzimls.org.nz



New Zealand Most Trusted Business Award Winner 2024

Vote for NZIMLS for the Most Trusted Business Awards 2025

<https://mosttrusted.co.nz/item/new-zealand-institute-of-medical-laboratory-science/>



From: Ian Beer <idb494a@gmail.com>

Sent: 12 September 2025 1:42 am

To: NZIMLS President <president@nzimls.org.nz>

Cc: Peter Bethwaite <Peter.Bethwaite@awanuilabs.co.nz>; Richard Steele <Richard.Steele@awanuigroup.co.nz>; Brett Delahunt <brett.delahunt@otago.ac.nz>; Samarina Musaad <samarina.musaad@waitematadhb.govt.nz>; Sujata Hemmady (ADHB) <sujatah@adhb.govt.nz>; Ajesh Joseph <ajesh.joseph@nzimls.org.nz>; Sharon Tozer <sharon@nzimls.org.nz>

Subject: Re: NZSP and NZIMLS MOU

Thank you Tony,

I think you have captured the essence of a very practicable MoU.

In my draft amendments for our AGM I shall propose altered wording for the eligibility of the NZSP Secretary, Treasurer and Registrar positions on our Executive Committee to include your NZILMS personnel who could potentially fulfil these roles.

Best Wishes, Ian Beer

Sent from my iPhone

On 11 Sep 2025, at 9:18 PM, NZIMLS President

<president@nzimls.org.nz> wrote:

Kia ora,

As I suggested at our recent meeting, I would put together a draft MoU for consideration by our two organisation. I would welcome comment and / or additions or deletions.

I have included Sharon Tozer, our Executive Officer, in the email group as well,

Kind regards

Ngā mihi nui,
<image001.jpg>

<DRAFT MOU NZIMLS and NZSP (002).docx>

Memorandum of Understanding (MoU)

Between

The New Zealand Institute of Medical Laboratory Science (Inc.)

hereinafter referred to as NZIMLS

Address: PO Box 505, Rangiora 7440

Contact: ~~Tony Barnett~~, President. president@nzimls.org.nz

and

The New Zealand Society of Pathologists

hereinafter referred to as NZSP

Address:

Contact:

Date:



1. Purpose

~~The purpose of this Memorandum of Understanding (MoU) between the New Zealand Institute of Medical Laboratory Science (Inc.) (NZIMLS) and the New Zealand Society of Pathologists (NZSP) is to enhance a closer working relationship, to provide shared administrative services, promote excellence in medical laboratory science and pathology, enhance professional development and education through meetings, events and publications, and improve healthcare outcomes in New Zealand.~~

The purpose of this Memorandum of Understanding (MoU) between the New Zealand Institute of Medical Laboratory Science (Inc.) (NZIMLS) and the New Zealand Society of Pathologists (Inc) (NZSP) is to enhance a closer working relationship and to improve pathology based healthcare outcomes in New Zealand. The intent of this MOU is to enhance professional development and education through meetings, events and publications, to provide shared administrative services, and to promote excellence in medical laboratory science and pathology,

2. Background

Recognising the importance of collaboration between medical laboratory scientists and pathologists in delivering high-quality healthcare services, both parties agree to work together to advance their common and joint goals. ~~(We can flesh this out with how and what we are going to do ie attendance at each other's meetings etc.)~~ NOTE: This is covered in section 3 Objectives. Section 2 needs to be a broad consensus agreement with the specifics indicated in the sections below.

3. Objectives

The objectives of this MoU include, but are not limited to:

- Providing administrative support
 - Membership database
 - Newsletter
 - Central communication
- Enhancing communication and cooperation between NZIMLS and NZSP.
- Jointly organizing educational and professional development events.
- Sharing resources, research, and best practices.
- Providing opportunity for publication in ~~an industry~~ a scientific or related specific journal.
- Advocating for the interests of Pathologists, Medical Laboratory Scientists and Technicians.
- Promoting public awareness of the roles and contributions of both professions in healthcare.

4. Roles and Responsibilities

All members and officers of the NZIMLS and NZSP agree to adhere to the rules and conditions of the Incorporated Societies Act 2022.

4.1 The NZIMLS

- **Database Support:** Maintain and manage a database of NZSP members
- **Administrative Support:** Offer administrative assistance for the coordination of joint activities, including event planning and communication logistics.
- **Financial Support:** Offer expertise in financial advice and support.

DRAFT

- Lead the initiative in organising joint events and workshops.
- Facilitate communication between medical laboratory scientists and pathologists.

4.2 NZSP

- Collaborate in the development of joint educational content and training.
- Share insights and research findings relevant to the practice of pathology.
- Assist in the promotion of joint events to its members and the wider medical community where appropriate.
- **Agree to a contract for the provision for services provided by the NZIMLS as indicated in section 4.1.**
- **Keep the NZIMLS informed of RCPA activities**

4.3 Communication

- Establish a clear reference to the designated point of contact within each organisation.
- Each organisation retains the right to produce communications to membership and external stakeholders where appropriate.

4.3 Conflict of interest

- Officers of NZSP agree to adhere to the duties of officers as outlined in Section 15, Duties of Officers, of the NZIMLS Code of Ethics and Constitution, and must sign a 'New Officer Declaration' and 'Conflict of Interest' document if attending any proceedings of the NZIMLS Council.
- Officers of the NZIMLS agree to adhere to the duties outlined in the Constitutional rules of the NZSP and must sign a 'New Officer Declaration' and 'Conflict of Interest' document if attending any proceedings of the NZSP.

5. Duration

This MoU shall commence on the date of signing and will remain in effect for a period of **two (2)** years, with the option for renewal upon mutual agreement.

6. Review and Amendment

This MoU may be reviewed and amended by mutual written consent of both parties at any time during its duration.

7. Confidentiality

Both parties agree to maintain the confidentiality of any sensitive information shared during the collaboration unless otherwise agreed upon in writing.

8. Dispute Resolution

In the event of any dispute arising from this MoU, both parties agree to engage in good faith negotiations to resolve the matter amicably in accordance with the NZIMLS Code of Ethics and Constitution, Section 32, Disputes Resolution.

9. Signatures

By signing below, the representatives of The New Zealand Institute of Medical Laboratory Science and the New Zealand Society of Pathologists agree to the terms outlined in this Memorandum of Understanding.

For New Zealand Institute of Medical Laboratory Science (NZIMLS)

[Name] _____

[Title] _____

[Date] _____

For New Zealand Society of Pathologists (NZSP)

[Name] _____

[Title] _____

[Date] _____

DRAFT

Region 3 Report November 2025

Feedback from the Regions Laboratory Managers is below:

PHF

Leeanne Olsen –

- **Changes to Contracts:** BAU
- **Major Staffing Challenges:** None
- **BMLS Student News:**
PHF Science will welcome its first Bachelor of Medical Laboratory Science (BMLSc) clinical placement student from Otago University in the Health Security Clinical Virology laboratory during the second semester of 2026. We also plan to explore additional clinical placement opportunities in Public Health Microbiology in the near future.
- **Major Equipment Upgrades:** None
- **Audit Feedback:** None
- **National or International Meetings/Conference Feedback:** None
- **Information for NZIMLS:** No updates
- **Questions for NZIMLS:** None

Fertility Assoc.

No response

Medlab Central

No response

Labcare Pathology

No response

PPTC

No response

Taranaki Pathology Services

No response

Te Whatu Ora Hawkes Bay

Tim Aitken – Hawke's Bay Hospital Laboratory has been approved money as part of the Health Minister's Clinical Enhancement Initiatives. This will include some much needed refurbishment work to enhance workflow and create a core lab layout, bringing efficiencies both during the day time and after hours shifts when staffing is very much reduced. We have also taken this chance to work towards bringing the hazardous substances storage up to spec in the lab, which has been identified as being non-compliant in the last year or so. The planning of this project is underway and has a completion date of October 2026.

Awanui has employed a new Anatomical Pathologist to join our team at Hawke's Bay Hospital Lab (starting in February 2026), this will bring our AP workforce up to 3.8FTE, which is where we have been striving for several years now due to increased workload. This clears a long standing IANZ non-conformance. The addition also is well timed due to imminent increases in endoscopy screening and the decreasing the age of the breast and bowel screening programs.

Hawke's Bay IT support for the laboratory has been identified as a non-conformance in our latest IANZ audit, with obvious holes in the support provided since the local restructuring of the digital services team in Hawke's Bay, leaving very limited knowledge and support of systems in place in the district, especially felt in the lab space.

Medlab Wanganui

Nothing to report

Awanui Hawkes Bay

No response

Awanui Wellington

No response

Wellington Blood Bank

Wellington Blood Bank is working towards relocating their Blood Bank into a much bigger space. Although planning is well under way, they do not yet have a move-in date. But are expecting this to be in Q2 of 2026.

NZIMLS Region 4 Report November 2025

CHL (Rob Allan, Ginna Alston)

- More permanent leadership in place for the region and district (Hamish Brown, Pete Watson). Some processes are still unclear within Health NZ and we continue to navigate change.
- Currently recruiting for Core service manager. Low vacancy rate amongst scientific staff. Ongoing pathologist vacancy in Chemistry.
- Mega strike 23rd Oct meant Life Preserving Service only available for 24 hours due to lack of staff in specimen registration. This went as well as could be expected.
- IANZ audit in August was successful. Some departments hit particularly hard with non-conformances, from a very thorough auditor.
- Currently upgrading Core Biochem analysers. New dissection benches have been installed in Anatomical Pathology. Automation and new Mass Spec's have been installed in Specialist Chemistry/Toxicology.
- Good opportunities across the organisation to attend professional development conferences and training. Two staff sat QMLT exam (Micro, Immunology).
- Hosted student placements from the University of Otago and Ara throughout 2025. Has been some feedback that Otago are quite hard to communicate with. For the oral presentations none of the actual Otago academic staff were present online, which was disappointing for students.
- Delphine Marjoshi (MLS) was awarded a Health NZ Emerging Researcher Grant in 2024 and is currently working on her research in the use of metagenomics for diagnosis of meningitis/encephalitis.

West Coast (Emma Cochrane)

- Recruitment was underway for the vacant laboratory manager position. Unfortunately recruitment was not successful and the position has been re-advertised.
- All phlebotomy staff are on long term unplanned leave. CHL are providing support with a phlebotomist being deployed to Greymouth on a weekly basis.
- Long delay to replace the blood bank fridge, now resolved.
- For the first time a BMLSc student from the University of Otago completed their rural placement with the Te Nikau laboratory in Semester 2.

Awanui Canterbury (Jacqui Leaman)

- No staffing or equipment issues
- Very successful IANZ audit for Microbiology
- Tonia van der Splinter off to Mycology workshop on Gold Coast.
- Co-Lab meeting in Wellington – not without transport issues caused by the recent storms.
- Hosted student placement for Erin Jacobsen – a very capable student (Micro/Histo).
- Expressed lack of support for the proposed fee increase by the Medical Science Council and will be making a submission.
- In October Awanui labs (with support from Health NZ) opened a new blood test centre in Rolleston. Residents across the Selwyn District now have local access to blood collection and laboratory testing services.

Awanui Nelson (Tony Barnett)

- 3 staff sat 2 different QMLT subjects and were happy with the process.
- Rebecca Brosnan is now Regional Lab manager for the South Island (started 2 weeks ago). Covers all labs other than CSCL and Dunedin Hospital.
- We have been having problems with the new Roche Chemistry analyser. Connectivity issues, which now seem to have been resolved.
- Vacancies - 2 x Micro and a Histo position.

- Training staff still continues to be an issue as we have a large number of junior or inexperienced staff at the moment.
- A staff member in Histo has expressed interest in the RCPA Cutup qualification.
- We have been trying to get staff to SIG meeting where possible.

NZBS (Gavin Atkinson)

- Medsafe have recently audited the Donor centre and facility in Auckland and we are still awaiting a date for Christchurch which is overdue
- Between the 3rd and 7th November the NZBS celebrates a "Labs are Vital" week where the technical services in particularly the scientists and technicians are celebrated and put in the spotlight.
- The organisation is currently introducing new blood expresser machines and onboarding new LN2 freezers.
- The Cell and Tissue lab in Christchurch is undergoing a revamp to provide more storage and work space. Hopefully completed before Christmas.
- Currently no vacancies as staff retention has improved.
- Bargaining has also begun with the PSA. Several staff previously only on IEAs look to have their roles added into the bargaining.

Christchurch and Dunedin - Qualified Donor Technicians (Kelly Meads)

- Minor recruitment occurring at both sites, without issue. Still awaiting NZNO bargaining updates.
- Staff reporting they do not need further CPD options currently, as have met point requirements. Several QDTs at both sites undertaking PDRP (professional development and recognition programme).
- One QDT won the Sir John Staveland scholarship, supporting research, development and innovation.

University of Otago - 150 years of Medical Education and Research

I attended the celebration, representing the NZIMLS. Presentations reflected on the five decades that the Medical School has existed in Christchurch, as well as history of the past 150 years. There were several links to the profession of medical laboratory science including mention of Dr John Lewis and his work in the endocrine field.

Recent research grants have been awarded to

- Head of UOC's Department of Surgery and Critical Care, Professor Tim Eglinton, Research Fellow Dr Arthur Morley-Bunker, and others in a trans-disciplinary team, have been awarded \$700,000 to support their cutting-edge research leveraging advancements in **AI-driven computer vision models to improve diagnosis and better identify risk factors for gastrointestinal cancers**. Dr Arthur Morley-Bunker completed a Bachelor of Medical Laboratory Science (BMLSc) undergraduate degree at the University of Otago. He then worked as a registered Medical Laboratory Scientist in the Cytology department at Canterbury Health Laboratories and completed a Postgraduate Diploma in BMLSc with the University of Otago, Christchurch. He has also worked as a registered Biomedical Scientist in Cytology at Northampton General Hospital, in the UK where he also completed a master's degree in Biomedical Science from the University of Ulster, Northern Ireland.
- Professor Gabi Dachs, from the Department of Pathology and Biomedical Science alongside Associate Professor Tania Slatter from the Department of Laboratory Science in Dunedin, will use their Project Grant to test **if brain cancer metastases are vulnerable to a drug commonly used to treat iron deficiency anaemia**.
- Dr Sarah Appleby, Department of Medicine, Christchurch was awarded \$150,000 towards **"Predicting cardiovascular events with a new blood test"**.

Ginna Alston

Region 4 Representative

Region 5 Report November 2025

Thank you for the opportunity to present this report. I have not yet had time to personally meet with every area across the region, this is something I will be working towards in the New Year. From casual discussion with members, there are some themes that are present across every area of Otago/Southland.

Firstly, there is an exodus of trained staff from all areas of the laboratory. Just in Dunedin, there have been three resignations in the last two weeks across different departments. There have been a variety of reasons put forward for the resignations including; moving to Australia for better pay and conditions, leaving the laboratory for a service representative job (with a 44% pay rise) and leaving the profession for pharmacy/nursing. A common theme amongst people leaving is the lower levels of pay in the private laboratories, high levels of burnout amongst staff and frustration with leadership to recognise and respond to problems when brought up by staff.

The movement of staff is not restricted to the “on the bench” workers. With the retirement of Gaylene Parslow (head of operations for Dunedin) and the appointment of Kay Jones to this role has meant that Kiri Bocker is now the HOD for microbiology. Over the past three-ish years there are only two departments in Dunedin who have not had a new head of department, out of the nine departmental leads that there are. While it is nice to see new ideas coming into the departments, there has been little change, usually due to funding. A small boon for NZBS of Dunedin is that they have the pick of the bunch when there is a new job opening.

Secondly, there is a worrying increase in the centralisation of testing at the expense of the services provided to patients. All Glycated haemoglobin testing for Awanui in the south island is now processed in Christchurch. Previously it was tested in Christchurch and Dunedin. There has been an increase in phone calls from GP's chasing up results and an increase in the number of recollects for patients, usually due to samples being outside stability. This effect is also being seen in the regional laboratories where any testing that can be classed as non-urgent is mostly sent to a larger laboratory. For example, work bled at the Queenstown Medical Centre is tested in Dunedin and not Queenstown, leading to delays for patients and increases the risk of pre analytical errors.

The flow on effect from having less staff on the bench and reducing services is that we are losing experience as a profession. The regional laboratories do not have the opportunity to deal with the more difficult samples, as samples/patients are sent onwards and staff are under such high pressure that they are unable to just stop and think about results. There has been an uptick in the number of incorrect results released/things missed on blood films that can be attributed to overwork and a lack of training. Obviously, this can have very detrimental effect for patients and directly impacts the integrity of the profession.

There is however an increase in the use of POC devices which should improve access for patients, currently new instruments are to be added to Twizel and Te Anau now has access to POC d-dimer testing.

Lastly, I have had NZIMLS members come to me concerned that there are less opportunities for attending conferences around the country. Awanui has a fund available for those who wish to travel to conferences but you need to present and make that presentation available for their own learning website. The newer members (and some of the older ones) find this a significant hurdle to overcome and I have been asked about other possible opportunities for online conferences, reducing the cost incurred and possibly opening up more chances for attendance.

To end on a positive note, we have some excellent BMLSCi students through this year. I am attending their graduation morning tea at the start of December (in lieu of Terry Taylor) and I am looking forward to hearing their thoughts as they head towards their first year of employment.

Thank you for your time,

Leah Pringle

Internet Banking for Business



Account Summary

| Everyday accounts | | Available | Balance |
|--------------------------|---------------------|-------------------|-------------------|
| Bus First Oncall Account | 02-0800-0600311-000 | 248,177.40 | 248,177.40 |
| Scholarship Res G F | 02-0800-0600311-066 | 55,841.86 | 55,841.86 |
| Total | | 304,019.26 | 304,019.26 |

| Credit cards | | Available | Balance |
|---------------------|-----------|------------------|----------------|
| BARNETT A J | 8462 | 1,831.30 | -168.70 |
| BROADBENT J | 9453 | 1,983.01 | -16.99 |
| Business Visa | 4733 | 19,211.40 | -2,788.60 |
| JOSEPH NZIMLS A | 0076 | 2,000.00 | 0.00 |
| TOZER SHARON | 3870 | 7,399.09 | -2,600.91 |

| Term deposits | | Balance |
|----------------------|------------------|-------------------|
| Term Deposit | 0092074351-03000 | 106,065.34 |
| Term Deposit | 0092074351-03009 | 371,725.30 |
| Term Deposit | 0092074351-03010 | 141,591.95 |
| Term Deposit | 0092074351-03012 | 150,000.00 |
| Total | | 769,382.59 |

End of Report

STATEMENT OF FINANCIAL POSITION
For the Quarter ending 30 September 2025

| 31 Mar 25 | | 30 September 2025 |
|----------------------------|-------------------------------------|-------------------|
| \$ | | \$ |
| <u>CURRENT ASSETS</u> | | |
| 627,903 | BNZ Christchurch Cheque Account | 318,463 |
| 100 | Debtors EOY | - |
| 8,845 | Debtors | 15,444 |
| 9,578 | Accrued Interest | - |
| 39,493 | Prepaid Expenses | - |
| 663,094 | Term Deposits - Current | 768,633 |
| <u>1,349,013</u> | Total Current Assets | <u>1,102,540</u> |
| <u>NON-CURRENT ASSETS</u> | | |
| - | Term Deposit - Non Current | - |
| 43,892 | Fixed Assets | 43,892 |
| 64,200 | Work In Progress | 64,200 |
| <u>108,092</u> | Total Non-Current Assets | <u>108,092</u> |
| 1,457,104 | <u>TOTAL ASSETS</u> | 1,210,631 |
| <u>CURRENT LIABILITIES</u> | | |
| 27,082 | Holiday Pay Accrual | - |
| 39,489 | Creditors | 15,611 |
| - | Payroll Liabilities | (2,747) |
| 196,640 | Membership Fees Received in Advance | - |
| 112,624 | CPD Fees Received in Advance | - |
| 62,295 | Other Fees Received in Advance | - |
| (558) | GST | (15,410) |
| <u>437,572</u> | Total Current Liabilities | <u>(2,546)</u> |
| 437,572 | <u>TOTAL LIABILITIES</u> | <u>(2,546)</u> |
| <u>1,019,532</u> | <u>NET ASSETS</u> | <u>1,213,177</u> |
| <u>EQUITY</u> | | |
| 923,318 | Retained earnings | 1,019,532 |
| 96,214 | Accumulated Funds | 193,644 |
| <u>1,019,532</u> | <u>TOTAL EQUITY</u> | <u>1,213,176</u> |

STATEMENT OF MOVEMENTS IN EQUITY
For the Quarter ending 30 September 2025

| 31 Mar 25 | | 30 September 2025 |
|------------------|--------------------------------------|-------------------|
| \$ | | \$ |
| <hr/> | | |
| 923,318 | Equity, Opening Balance | 1,019,532 |
| 96,214 | Net Surplus (Deficit) for the period | 193,644 |
| 1,019,532 | Equity, Closing Balance | 1,213,176 |

NZIMLS ANALYSIS OF INDIVIDUAL ACCOUNTS
For the Quarter ending 30 September 2025

| 31 Mar 25 | | 30 September 2025 |
|--------------------------------------|--|-------------------|
| \$ | | \$ |
| <hr/> | | |
| EXCESS INCOME OVER EXPENDITURE FROM: | | |
| (27,958) | Council Account | 1,561 |
| (55,513) | Journal Account | (17,603) |
| 131,916 | CPD Programme Account | 119,138 |
| (9,074) | Examinations Account | 19,603 |
| 1,249 | NZIMLS 2024 Conference Account | - |
| (547) | NZIMLS 2025 Conference Account | 24,952 |
| | NZIMLS 2026 Conference Account | (1,162) |
| 9,900 | North Island Seminar Account | 5,094 |
| 489 | South Island Seminar Account | 12,206 |
| 5,809 | Biochemistry Account | 128 |
| 1,599 | Haematology Account | (764) |
| 5,727 | Anatomical Pathology Account | 3,044 |
| 2,583 | Immunology Account | 696 |
| 8,136 | Microbiology Account | 9,241 |
| 5,392 | Molecular Diagnostics Account | 6,145 |
| (730) | Mortuary/Forensic Pathology Account | 278 |
| 11,589 | Pre-Analytical Services Account | 788 |
| 5,647 | Transfusion Science (NICE Weekend) Account | 10,301 |
| 96,214 | NET SURPLUS/(DEFICIT) FOR THE YEAR | 193,644 |

NEW ZEALAND INSTITUTE OF MEDICAL LABORATORY SCIENCE INC.

COUNCIL**For the Quarter ending 30 September 25**

| 31 Mar 25 | | 30 September 2025 | |
|------------------------|--|-------------------|---------------------|
| \$ | | \$ | |
| | <u>INCOME</u> | | |
| 41,164 | Interest Income | 4,430 | |
| 3,652 | Registration - Mycology | | |
| 277,569 | Membership Fees | 210,362 | |
| 43 | Other Income | - | |
| 20,161 | ACC Received | | |
| 870 | Advertising | 490 | |
| 1,810 | Card Fee Surcharge | 920 | |
| 345,269 | | | 216,202 |
| | <u>LESS EXPENSES</u> | | |
| 11,236 | Accommodation | 10,777 | |
| 12,067 | Meeting Expenses | 8,356 | |
| 17,821 | Travel | 9,974 | |
| 2,522 | Venue Hire | 1,478 | |
| 5,300 | Prizes/Awards | 2,000 | |
| 6,000 | Donations | - | |
| 111 | Exhibitions | - | |
| 2,076 | Promotion | 6,938 | |
| 6,259 | Other Expenses | 2,795 | |
| 4,651 | Scholarship expenses | - | |
| 1,000 | Research Grant Expenses | 5,493 | |
| 21,361 | Professional Advisor Fees | 20,009 | |
| 326 | Professional Development | 790 | |
| 398 | Printing | 713 | |
| 5,273 | Stationery | 1,860 | |
| 1,634 | Postage/Courier/Freight | 703 | |
| 2,085 | Telephone | 1,013 | |
| - | GST Expense | - | |
| 1,000 | Administration SIG's | - | |
| 95 | Bank Fees | 103 | |
| 3,423 | Visa Fees | 1,704 | |
| 142,104 | Salary – Administration | 98,561 | |
| 10,000 | Rental - Executive Office | 7,500 | |
| 2,000 | Recruitment Costs | - | |
| 25,320 | Secretarial Fees | - | |
| 391 | ACC Levies | 387 | |
| 3,500 | Accountancy Fees | - | |
| 5,932 | Audit Fees | 530 | |
| 104 | Refunds | - | |
| 11,789 | KIWI Saver Contributions | 3,572 | |
| 10,402 | Software Licences | 17,933 | |
| 746 | IRD Interest/Penalties | 753 | |
| 23 | Loss on Disposal | - | |
| 7,008 | Website Development | 2,480 | |
| 2,190 | Computer Expenses | 7,590 | |
| 1,979 | Website Maintenance | - | |
| 2,337 | Subscriptions | 630 | |
| 42,764 | Depreciation | - | |
| 373,227 | | | 214,641 |
| <u>(27,958)</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>1,561</u> |

JOURNAL
For the Quarter ending 30 September 2025

| 31 Mar 25 | | Note | 30 September 2025 |
|-----------------------------|---------------------------------------|------|-------------------|
| \$ | | | \$ |
| <u>INCOME</u> | | | |
| - | Subscriptions | | - |
| 310 | Royalties | | 82 |
| 5,840 | Advertising Revenue | | 5,326 |
| <u>6,150</u> | | | <u>5,408</u> |
| <u>LESS EXPENSES</u> | | | |
| - | Accommodation | | - |
| - | Meeting Expenses | | - |
| 860 | Travel | | 427 |
| - | Venue Hire | | - |
| 1,500 | Prizes/Awards | | - |
| 4,049 | Other - Software | | - |
| 23,771 | Printing | | 7,090 |
| 5,977 | Courier/Freight | | 1,975 |
| 25,505 | Editor Costs | | 13,519 |
| <u>61,663</u> | | | <u>23,011</u> |
| <u>(55,513)</u> | EXCESS INCOME OVER EXPENDITURE | | <u>(17,603)</u> |

CPD PROGRAMME
For the Quarter ending 30 September 25

| 31 Mar 25 | | Note | 30 September 2025 |
|-----------------------------|---------------------------------------|------|-------------------|
| \$ | | | \$ |
| <u>INCOME</u> | | | |
| 152,685 | Enrolment Fees | | 120,206 |
| 695 | Other Income | | 435 |
| <u>153,380</u> | | | <u>120,641</u> |
| <u>LESS EXPENSES</u> | | | |
| 503 | Accommodation | | - |
| 167 | Meeting Expenses | | - |
| 1,912 | Travel | | 670 |
| - | Classroom/Questionnaire | | - |
| 681 | Other Expenses | | 39 |
| 399 | Printing | | - |
| 14 | Stationery | | - |
| 1,565 | Telephone | | 783 |
| 21 | Visa Fees | | 12 |
| - | Contractor - Classroom | | - |
| 16,000 | CPD Secretarial Fees | | - |
| 139 | Refunds | | - |
| 64 | Computer Expenses | | - |
| <u>21,464</u> | | | <u>1,503</u> |
| <u>131,916</u> | EXCESS INCOME OVER EXPENDITURE | | <u>119,138</u> |

NEW ZEALAND INSTITUTE OF MEDICAL LABORATORY SCIENCE INC.

| EXAMINATIONS | | | |
|--|---------------------------------------|--------|-------------------|
| For the Quarter ending 30 September 25 | | | |
| 31 Mar 25 | | Note | 30 September 2025 |
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 139 | Other Income | - | |
| 52,844 | Examination Fees | 33,479 | |
| 52,983 | | | 33,479 |
| | <u>LESS EXPENSES</u> | | |
| 3,891 | Accommodation | 1,753 | |
| 1,597 | Catering | 1,697 | |
| 7,009 | Travel | 3,411 | |
| 1,347 | Venue Hire | 609 | |
| 1,200 | Prizes | - | |
| 1,952 | Other Expenses | 1,722 | |
| 10,041 | Administration | - | |
| 1,636 | Printing | 735 | |
| 132 | Stationery | - | |
| 1,113 | Courier/Freight | 2,817 | |
| 20,000 | Secretarial | - | |
| 848 | Refunds | 1,130 | |
| - | QMLT Badges | - | |
| 11,290 | Examiner/Moderator Fees | - | |
| 62,057 | | | 13,876 |
| (9,074) | EXCESS INCOME OVER EXPENDITURE | | 19,603 |

| NZIMLS 2024 CONFERENCE | | | |
|-----------------------------------|-----------------------------|------|--------------|
| For the Quarter ending 30 June 25 | | | |
| 31 Mar 25 | | Note | 30 June 2025 |
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 139,410 | Registration | - | |
| 28,200 | Sponsorship | - | |
| 69,140 | Exhibition | - | |
| 9,380 | Functions | - | |
| 1,013 | Advertising | - | |
| 22,718 | Accommodation deposits | - | |
| 269,861 | | | - |
| | <u>LESS EXPENSES</u> | | |
| 24,495 | Accommodation | - | |
| 78,844 | Catering | - | |
| 3,112 | Travel | - | |
| 64,151 | Venue Hire | - | |
| 37,569 | Audio Visual | - | |
| 1,000 | Prizes | - | |
| 7,470 | Speaker Fee | - | |
| 3,680 | Entertainment | - | |
| 2,040 | Donations | - | |
| 12,783 | Exhibition Hire | - | |
| 7,233 | Other expenses | - | |
| 4,533 | Functions | - | |
| 1,929 | Printing | - | |
| 396 | Stationery | - | |
| 75 | Postage | - | |

NEW ZEALAND INSTITUTE OF MEDICAL LABORATORY SCIENCE INC.

| | | | |
|--------------|---------------------------------------|---|----------|
| 36 | Courier/Freight | - | |
| 19,267 | PCO Costs | - | |
| 268,613 | | | - |
| <u>1,249</u> | EXCESS INCOME OVER EXPENDITURE | | <u>-</u> |

NZIMLS 2025 CONFERENCE
For the Quarter ending 30 September 25

| 31 Mar 25 | Note | 30 September 2025 | |
|--------------|---|-------------------|----------------------|
| \$ | | \$ | |
| | <u>INCOME</u> | | |
| - | Registration | 102,887 | |
| - | Sponsorship | 35,000 | |
| - | Exhibition | 89,500 | |
| - | Functions | <u>12,357</u> | |
| | | | 239,743 |
| | <u>LESS EXPENSES</u> | | |
| - | Accommodation | 3,109 | |
| - | Daily Delegate Package- Catering\Venue Hire | 48,153 | |
| 547 | Travel | 1,961 | |
| - | Audio Visual | 52,824 | |
| - | Prizes | 1,000 | |
| - | Speaker Fee | 6,728 | |
| - | Entertainment | 4,500 | |
| - | Donations | - | |
| - | Exhibition Hire | 13,394 | |
| - | Other expenses | 12,239 | |
| - | Functions | 35,572 | |
| - | Printing | 1,491 | |
| - | Courier/Freight | 450 | |
| - | Stationery | 1,120 | |
| - | PCO Costs | 32,250 | |
| - | | | 214,792 |
| <u>(547)</u> | EXCESS INCOME OVER EXPENDITURE | | <u>24,952</u> |

NZIMLS 2026 CONFERENCE

| 31 Mar 25 | Note | 30 September 2025 | |
|-----------|---|-------------------|---|
| \$ | | \$ | |
| | <u>INCOME</u> | | |
| - | Registration | - | |
| - | Sponsorship | - | |
| - | Exhibition | - | |
| - | Functions | <u>-</u> | |
| | | | - |
| | <u>LESS EXPENSES</u> | | |
| - | Accommodation | - | |
| - | Daily Delegate Package- Catering\Venue Hire | - | |
| - | Travel | 1,162 | |
| - | Venue Hire | - | |
| - | Audio Visual | - | |
| - | Prizes | - | |
| - | Speaker Fee | - | |
| - | Entertainment | - | |

NEW ZEALAND INSTITUTE OF MEDICAL LABORATORY SCIENCE INC.

| | | |
|---|---------------------------------------|----------------|
| - | Donations | - |
| - | Exhibition Hire | - |
| - | Other expenses | - |
| - | Functions | - |
| - | Printing | - |
| - | Postage | - |
| - | Courier/Freight | - |
| - | Stationery | - |
| - | PCO Costs | - |
| - | | 1,162 |
| | EXCESS INCOME OVER EXPENDITURE | (1,162) |

NEW ZEALAND INSTITUTE OF MEDICAL LABORATORY SCIENCE INC.

| NORTH ISLAND SEMINAR | | | |
|--|--|------|---------------------|
| For the Quarter ending 30 September 25 | | | |
| 31 Mar 25 | | Note | 30 September 2025 |
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 26,400 | Registration | | 12,691 |
| 870 | Sponsorship | | 435 |
| <u>27,270</u> | | | <u>13,126</u> |
| | <u>LESS EXPENSES</u> | | |
| 14,749 | Daily Delegate Package | | 3,667 |
| 609 | Venue Hire | | 2,413 |
| 435 | Audio Visual | | 765 |
| 1,000 | Administration | | |
| 500 | Prizes | | 500 |
| 77 | Stationery | | 358 |
| - | Other Expenses | | 330 |
| <u>17,370</u> | | | <u>8,032</u> |
| <u>9,900</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>5,094</u> |

| SOUTH ISLAND SEMINAR | | | |
|--|--|------|----------------------|
| For the Quarter ending 30 September 25 | | | |
| 31 Mar 25 | | Note | 30 September 2025 |
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| (139) | Registration | | 20,483 |
| 1,130 | Sponsorship | | 1,130 |
| <u>991</u> | | | <u>21,613</u> |
| | <u>LESS EXPENSES</u> | | |
| 14 | Catering | | 6,394 |
| - | Venue Hire | | 1,100 |
| 200 | Prizes | | 500 |
| - | Other Expenses | | 454 |
| - | Stationery | | 820 |
| 290 | Courier | | - |
| - | Refunds | | 139 |
| <u>504</u> | | | <u>9,407</u> |
| <u>487</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>12,206</u> |

SPECIAL INTEREST GROUP - BIOCHEMISTRY**For the Quarter ending 30 September 25**

| 31 Mar 25 | | Note | 30 September 2025 |
|---------------------|--|------|-------------------|
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 12,735 | Registration | | 6,500 |
| 1,304 | Sponsorship | | 696 |
| <u>14,039</u> | | | <u>7,196</u> |
| | <u>LESS EXPENSES</u> | | |
| - | Accommodation | | 208 |
| 4,599 | Catering | | 3,130 |
| - | Travel | | 205 |
| 609 | Venue Hire | | 1,240 |
| 478 | Audio Visual | | 1,309 |
| 93 | Entertainment | | - |
| 313 | Other Expenses | | 235 |
| 500 | Prizes | | 500 |
| 638 | Stationery | | 240 |
| 1,000 | Administration | | - |
| <u>8,230</u> | | | <u>7,068</u> |
| <u>5,809</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>128</u> |

SPECIAL INTEREST GROUP - HAEMATOLOGY**For the Quarter ending 30 September 25**

| 31 Mar 25 | | Note | 30 September 2025 |
|--------------|--|------|---------------------|
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 779 | Registration | | - |
| 957 | Sponsorship | | 696 |
| <u>1,736</u> | | | <u>696</u> |
| | <u>LESS EXPENSES</u> | | |
| 89 | Travel | | - |
| - | Venue Hire | | 1,460 |
| 48 | Other Expenses | | - |
| 137 | | | 1,460 |
| <u>1,599</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>- 764</u> |

SPECIAL INTEREST GROUP - ANATOMICAL PATHOLOGY**For the Quarter ending 30 September 25**

| 31 Mar 25 | | Note | 30 September 2025 |
|---------------------|--|------|---------------------|
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 14,383 | Registration | | 3,930 |
| 1,620 | Sponsorship | | 1,130 |
| <u>16,002</u> | | | <u>5,061</u> |
| | <u>LESS EXPENSES</u> | | |
| - | Audio Visual | | 304 |
| 7,432 | Catering | | 322 |
| 1,022 | Venue Hire | | 1,098 |
| 500 | Prizes | | - |
| 321 | Stationery | | |
| - | Other Expenses | | 292 |
| 1,000 | Administration | | - |
| <u>10,275</u> | | | <u>2,016</u> |
| <u>5,727</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>3,044</u> |

SPECIAL INTEREST GROUP - IMMUNOLOGY**For the Quarter ending 30 September 25**

| 31 Mar 25 | | Note | 30 September 2025 |
|---------------------|--|------|-------------------|
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 5,714 | Registration | | - |
| 870 | Sponsorship | | 696 |
| <u>6,584</u> | | | <u>696</u> |
| | <u>LESS EXPENSES</u> | | |
| 1,832 | Venue Hire | | - |
| 1,000 | Prizes | | - |
| 12 | Courier/post | | - |
| 157 | Refunds | | - |
| 1,000 | Administration | | - |
| <u>4,001</u> | | | <u>-</u> |
| <u>2,583</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>696</u> |

SPECIAL INTEREST GROUP - MICROBIOLOGY**For the Quarter ending 30 September 25**

| 31 Mar 25 | | | 30 September 2025 |
|---------------------|---------------------------------------|------|---------------------|
| \$ | | Note | \$ |
| | INCOME | | |
| 12,343 | Registration | | 8,696 |
| 1,685 | Sponsorship | | 1,130 |
| <u>14,028</u> | | | <u>9,826</u> |
| | LESS EXPENSES | | |
| 3,173 | Catering | | - |
| 350 | Travel | | - |
| 500 | Prizes | | - |
| 60 | Courier | | - |
| 810 | Other Expenses | | 585 |
| 1,000 | Administration | | - |
| <u>5,893</u> | | | <u>585</u> |
| <u>8,136</u> | EXCESS INCOME OVER EXPENDITURE | | <u>9,241</u> |

SPECIAL INTEREST GROUP - MORTUARY**For the Quarter ending 30 September 25**

| 31 Mar 25 | | | 30 September 2025 |
|---------------------|---------------------------------------|------|-------------------|
| \$ | | Note | \$ |
| | INCOME | | |
| 3,922 | Registration | | 278 |
| <u>3,922</u> | | | <u>278</u> |
| | LESS EXPENSES | | |
| 1,790 | Catering | | - |
| 700 | Advertising | | - |
| 500 | Prizes | | - |
| 650 | Other Expenses | | - |
| 1,000 | Administration | | - |
| 12 | Courier/Post | | - |
| <u>4,652</u> | | | <u>-</u> |
| <u>(730)</u> | EXCESS INCOME OVER EXPENDITURE | | <u>278</u> |

SPECIAL INTEREST GROUP - MOLECULAR DIAGNOSTICS**For the Quarter ending 30 September 25**

| 31 Mar 25 | | Note | 30 September 2025 |
|---------------------|--|------|---------------------|
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 9,978 | Registration | | 5,339 |
| 1,370 | Sponsorship | | 1,130 |
| <u>11,348</u> | | | <u>6,470</u> |
| | <u>LESS EXPENSES</u> | | |
| 3,173 | Catering | | - |
| 480 | Travel | | - |
| 350 | Venue Hire | | - |
| 500 | Prizes | | - |
| 394 | Other Expenses | | 325 |
| 1,000 | Administration | | - |
| 60 | Courier/post | | - |
| <u>5,956</u> | | | <u>325</u> |
| <u>5,392</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>6,145</u> |

SPECIAL INTEREST GROUP - PRE-ANALYTICAL SERVICES ACCOUNT**For the Quarter ending 30 September 25**

| 31 Mar 25 | | Note | 30 September 2025 |
|----------------------|--|------|-------------------|
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 35,300 | Registration | | 5,713 |
| (174) | Sponsorship | | - |
| <u>35,126</u> | | | <u>5,713</u> |
| | <u>LESS EXPENSES</u> | | |
| 310 | Accommodation | | - |
| 700 | Advertising | | - |
| 14,660 | Catering | | - |
| 236 | Travel | | - |
| 3,913 | Venue Hire | | 4,504 |
| 990 | Audio Visual | | - |
| 500 | Prizes | | - |
| 352 | Other Expenses | | 421 |
| 1,000 | Administration | | - |
| 807 | Stationery | | - |
| 70 | Courier/post | | - |
| <u>23,537</u> | | | <u>4,925</u> |
| <u>11,589</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>788</u> |

SPECIAL INTEREST GROUP - TRANSFUSION SCIENCE (NICE) ACCOUNT
For the Quarter ending 30 September 25

| 31 Mar 25 | | Note | 30 September 2025 |
|---------------------|--|------|----------------------|
| \$ | | | \$ |
| | <u>INCOME</u> | | |
| 30,122 | Registration | | 28,344 |
| 3,217 | Sponsorship | | 4,880 |
| 70 | Other income | | 522 |
| 1,000 | Accommodation Deposits | | 2,957 |
| <u>34,409</u> | | | <u>.</u> |
| | | | 36,702 |
| | <u>LESS EXPENSES</u> | | |
| 20,323 | Daily Delegate Package/Accommodation | | 18,330 |
| 640 | Travel | | - |
| 1,652 | Venue Hire | | 1,296 |
| 400 | Audio Visual | | 2,655 |
| 300 | Prizes | | 2,100 |
| - | Stationery | | 485 |
| 3,457 | Functions | | - |
| - | Entertainment | | 600 |
| 990 | Printing | | 937 |
| 1,000 | Administration | | - |
| <u>28,762</u> | | | <u>26,402</u> |
| <u>5,647</u> | <u>EXCESS INCOME OVER EXPENDITURE</u> | | <u>10,301</u> |

| Electronic Payments Register | | | | | | | | | | | | | |
|------------------------------|----------|--------------------------------|-------------|-----------------------------|----------|--------|-----|--------|-------|----------|----------|--------|-----|
| 01/07/2025 To 30/09/2025 | | | | | | | | | | | | | |
| ID No. | Date | Payee | Amount | Description | Council | CPD | Jnl | Exams | ASM26 | AMS25 | BSIG | ANAP | SIS |
| 04/07/25 | | | | | | | | | | | | | |
| | 25/06/25 | University of Otago | \$3,045.20 | Research Grant H Brooks | 3,045.20 | | | | | | | | |
| | 26/06/25 | Artiflax | \$365.00 | Desk flowers | | | | | | 365.00 | | | |
| | 26/06/25 | Artiflax | \$352.59 | Buttonholes | | | | | | 352.59 | | | |
| | 27/06/25 | AV Media (NZ) Ltd | \$1,505.35 | BSIG SIG - AV Hire | | | | | | | 1,505.35 | | |
| | 30/06/25 | Shugo Kawamoto | \$200.00 | BSIG Runner Up Prize Winner | | | | | | | 200.00 | | |
| | 30/06/25 | Star Hospitality Group Limited | \$1,426.00 | BSIG - Venue Hire | | | | | | | 1,426.00 | | |
| | 30/06/25 | Star Hospitality Group Limited | \$3,600.00 | BSIG - Catering | | | | | | | 3,600.00 | | |
| | 30/06/25 | Star Hospitality Group Limited | \$276.00 | BSIG -48 Pads/Pens | | | | | | | 276.00 | | |
| | 30/06/25 | Max Reed | \$300.00 | Best Presenter Prize Winner | | | | | | | 300.00 | | |
| | 30/06/25 | Legge, Michael | \$1,118.07 | Mileage reimbursement | 1,118.07 | | | | | | | | |
| | 01/07/25 | DO Events Limited | \$4,928.56 | July Monthly Retainer | | | | | | 4,928.56 | | | |
| | | Payment Total: | \$17,116.77 | | | | | | | | | | |
| | | Total Items: | 8 | | | | | | | | | | |
| 11/07/25 | | | | | | | | | | | | | |
| | 30/06/25 | Broadbent, J | \$150.00 | Phone Reimbursement | | 150.00 | | | | | | | |
| | 08/07/25 | Nikki Hughes | \$325.00 | Exam Fee Refunded | | | | 325.00 | | | | | |
| | 08/07/25 | Jetpark Auckland | \$650.00 | ANAP SIG - deposit | | | | | | | | 650.00 | |
| | 08/07/25 | Jetpark Auckland | \$370.00 | ANAP SIG - Catering deposit | | | | | | | | 370.00 | |
| | 08/07/25 | Jetpark Auckland | \$350.00 | ANAP SIG - AV deposit | | | | | | | | 350.00 | |
| | | Payment Total: | \$1,845.00 | | | | | | | | | | |
| | | Total Items: | 3 | | | | | | | | | | |
| 18/07/25 | | | | | | | | | | | | | |
| | 17/07/25 | Catalina Forero | \$325.00 | Exam Fee Refunded | | | | 325.00 | | | | | |
| | | Payment Total: | \$325.00 | | | | | | | | | | |
| | | Total Items: | 1 | | | | | | | | | | |
| 25/07/25 | | | | | | | | | | | | | |
| | 17/07/25 | Office Max | \$119.17 | Coverzone Chair Mat - ST | 119.17 | | | | | | | | |

| | | | | | | | | | | | | | |
|----------|-------------|------------------------|-------------|---------------------------------------|----------|--------|----------|--|--------|----------|--|--|----------|
| | 17/07/25 | Office Max | \$407.56 | Tissues/Sweets for goodie bags | | | | | | 407.56 | | | |
| | 19/07/25 | Lisa Cambridge | \$2,467.70 | Journal Editor | | | 2,467.70 | | | | | | |
| | 20/07/25 | Kylie Price | \$321.45 | Reimburse ASM25 flights | | | | | | 321.45 | | | |
| | 23/07/25 | BOP Event Hire | \$471.50 | NZIMLS site furniture | | | | | | 471.50 | | | |
| | 23/07/25 | Moller-Young Ltd | \$44.28 | Badge F Rae | 44.28 | | | | | | | | |
| | 01/08/25 | Yorb Ltd | \$254.15 | Website Hosting and email | 254.15 | | | | | | | | |
| | 01/08/25 | Yorb Ltd | \$1,092.50 | Prepaid Hours - maintenance | 1,092.50 | | | | | | | | |
| | 01/08/25 | Yorb Ltd | \$495.45 | Yorb App - Maintain | 495.45 | | | | | | | | |
| | 01/08/25 | Yorb Ltd | \$131.78 | Yorb App - Strategy | 131.78 | | | | | | | | |
| | | Payment Total: | \$5,805.54 | | | | | | | | | | |
| | | Total Items: | 6 | | | | | | | | | | |
| | | | | | | | | | | | | | |
| 01/08/25 | 23/07/25 | Blueprint | \$574.87 | Drinks Coasters | | | | | | 574.87 | | | |
| | 23/07/25 | Blueprint | \$8,153.56 | June Journal Printing | | | 8,153.56 | | | | | | |
| | 23/07/25 | Blueprint | \$51.75 | Jim le Grice Award | | | | | | 51.75 | | | |
| | 23/07/25 | Waipuna Hotel | \$1,678.60 | Haematology SIG Deposit | | | | | | | | | 1,678.60 |
| | 25/07/25 | ACC | \$134.49 | Final Levy 2025 | 134.49 | | | | | | | | |
| | 25/07/25 | ACC | \$309.99 | Provisional Levy 2026 | 309.99 | | | | | | | | |
| | 25/07/25 | iPC Computer Solutions | \$332.35 | Remote monitoring & virus scanne | 332.35 | | | | | | | | |
| | 28/07/25 | iPC Computer Solutions | \$112.70 | Admin laptop maintenance | 112.70 | | | | | | | | |
| | 30/07/25 | Execugifts | \$1,075.25 | 100 Extra Tote Bags ASM25 | | | | | | 1,075.25 | | | |
| | 31/07/25 | BOP Event Hire | \$5,600.00 | Dep ASM25 - Exhibition equipment hire | | | | | | 5,600.00 | | | |
| | 31/07/25 | Jillian Broadbent | \$150.00 | Phone Reimbursement | | 150.00 | | | | | | | |
| | | Payment Total: | \$18,173.56 | | | | | | | | | | |
| | | Total Items: | 10 | | | | | | | | | | |
| 08/08/25 | | | | | | | | | | | | | |
| | 31 Jul 2024 | Coporate Cabs | \$235.64 | NZSAE Conference | 235.64 | | | | | | | | |
| | 1 Aug 2024 | iPC Computer Solutions | \$80.50 | Domain Name Renewal | 80.50 | | | | | | | | |
| | 31 Jul 2024 | New Zealand Post | \$795.17 | Postage- July Journal | | | 795.17 | | | | | | |
| | 4 Aug 2024 | DO Events Ltd | \$5,516.91 | August Monthly Retainer/flights | | | | | 588.35 | 4,928.56 | | | |
| | 5 Aug 2024 | Office Max | \$130.03 | Stationery, additional jet planes | 38.10 | | | | | 91.93 | | | |
| | 18 Jul 2024 | Office Max | \$23.69 | Hand Sanitiser | | | | | | 23.69 | | | |

| | | | | | | | | | | | | | |
|----------|----------|--------------------------------|------------------|----------------------------------|----------|--|----------|--------|--|----------|--|--|--|
| | | Payment Total: Total Items: | \$6,7813.94 5 | | | | | | | | | | |
| 15/08/25 | | | | | | | | | | | | | |
| | 31/07/25 | BOP Event Hire | \$5,604.74 | ASM25 - Exhibition | | | | | | 5,604.74 | | | |
| | 31/07/25 | Blueprint | \$1,476.39 | Journal Distribution - July 2025 | | | 1,476.39 | | | | | | |
| | 31/07/25 | Blueprint | \$347.30 | Pull up banner | | | | | | 347.30 | | | |
| | 31/07/25 | Blueprint | \$1,288.00 | 1000 Vista pens | 1,288.00 | | | | | | | | |
| | 31/07/25 | Blueprint | \$51.75 | Jim le Grice Award | | | | | | 51.75 | | | |
| | 01/08/25 | Carlton Party Hire Hamilton | \$1,476.60 | Tables/dancefloor | | | | | | 1,476.60 | | | |
| | 11/08/25 | Event Solutions NZ Ltd | \$1,587.00 | ASM App | | | | | | 1,587.00 | | | |
| | 13/08/25 | Miscellaneous Purchase | \$325.00 | Nilushika Millangoda | | | | 325.00 | | | | | |
| | | Payment Total: Total Items: | \$12,156.78 8 | | | | | | | | | | |
| | | | | | | | | | | | | | |
| 22/08/25 | 11/08/25 | Martin Wakefield Ltd | \$7,222.00 | Audit Fee | 7,222.00 | | | | | | | | |
| | 15/08/25 | Office Max | \$93.56 | Stationery | 93.56 | | | | | | | | |

| | | | | | | | | | | | | | |
|----------|----------|----------------------------|-------------|-----------------------------------|-----------|--------|----------|--|--|------------|--|--|--|
| | 18/08/25 | Blueprint | \$287.39 | Satchel Inserts | | | | | | 287.39 | | | |
| | 18/08/25 | Blueprint | \$170.20 | Mini Hand Sanitiser Key Rings | | | | | | 170.20 | | | |
| | 18/08/25 | Blueprint | \$744.63 | 350 Mini Hand Sanitiser Key | | | | | | 744.63 | | | |
| | 18/08/25 | Blueprint | \$495.40 | 100 A5 Conference Notepads | | | | | | 495.40 | | | |
| | 19/08/25 | Lisa Cambridge | \$2,467.70 | Journal Editor | | | 2,467.70 | | | | | | |
| | 21/08/25 | Pathology Associates Ltd | \$60.00 | Refund 207723 S Wilkes | 60.00 | | | | | | | | |
| | 31/08/25 | Jillian Broadbent | \$150.00 | Phone Reimbursement | | 150.00 | | | | | | | |
| | 01/09/25 | Yorb Ltd | \$254.15 | Website Hosting and email | 254.15 | | | | | | | | |
| | 01/09/25 | Yorb Ltd | \$1,092.50 | Prepaid Hours - Software | 1,092.50 | | | | | | | | |
| | 01/09/25 | Yorb Ltd | \$495.45 | Yorb App - Maintain | 495.45 | | | | | | | | |
| | 01/09/25 | Yorb Ltd | \$131.78 | Yorb App - Strategy | 131.78 | | | | | | | | |
| | | Payment Total: | \$13,664.76 | | | | | | | | | | |
| | | Total Items: | 13 | | | | | | | | | | |
| 29/08/25 | | | | | | | | | | | | | |
| | 25/08/25 | Hillcrest Apiaries Ltd | \$2,000.00 | Honey - Speaker Gifts | | | | | | 2,000.00 | | | |
| | | Payment Total: | \$2,000.00 | | | | | | | | | | |
| | | Total Items: | 1 | | | | | | | | | | |
| 05/09/25 | | | | | | | | | | | | | |
| | 28/08/25 | Distinction Hamilton Hotel | \$6,530.00 | August Council Meeting | 6,530.00 | | | | | | | | |
| | 29/08/25 | Black n Gold | \$5,175.00 | ASM Band | | | | | | 5,175.00 | | | |
| | 29/08/25 | Barker Photography | \$1,551.26 | ASM Photographer | | | | | | 1,551.26 | | | |
| | 29/08/25 | BOP Event Hire | \$380.19 | Exhibition balance | | | | | | 380.19 | | | |
| | 30/08/25 | Distinction Hamilton Hotel | \$9,140.00 | Accommodation Council | 10,910.00 | | | | | - 1,770.00 | | | |
| | 30/08/25 | Vidcom | \$55,756.49 | ASM Audio Visual | | | | | | 55,756.49 | | | |
| | 31/08/25 | Janssen, Mary-Ann | \$95.60 | Taxi Reimbursement to ASM | | | | | | 95.60 | | | |
| | 31/08/25 | Brooklyn Armstrong | \$1,000.00 | Poster Prize Winner | | | | | | 1,000.00 | | | |
| | 31/08/25 | Blueprint | \$85.10 | Business Cards F Rae | 85.10 | | | | | | | | |
| | 31/08/25 | Blueprint | \$287.39 | ASM - Satchel Inserts | | | | | | 287.39 | | | |
| | 01/09/25 | Johnson&Laird Performers | \$7,052.74 | ASM Speaker J Jensen | | | | | | 7,052.74 | | | |
| | 02/09/25 | Event Impressions | \$3,289.00 | Stage design, registration design | | | | | | 3,289.00 | | | |
| | 02/09/25 | Event Impressions | \$6,308.44 | Gala Dinner - styling, setup and | | | | | | 6,308.44 | | | |
| | 02/09/25 | Event Impressions | \$3,057.16 | Draping etc | | | | | | 3,057.16 | | | |
| | 03/09/25 | Sujata Hemmady | \$260.00 | Mileage Reimbursement | 260.00 | | | | | | | | |

| | | | | | | | | | | | | | |
|----------|------------|--------------------------------|-------------------|----------------------------------|----------|--|--|--|--|-----------|--|--|--|
| | | Payment Total: Total Items: | \$99,968.37 15 | | | | | | | | | | |
| | | | | | | | | | | | | | |
| 08/09/25 | 29 Aug 202 | Distinction Hamilton Hotel | \$85,419.00 | Daily delegate package | | | | | | 85,419.00 | | | |
| | | Payment Total: Total Items: | \$85,419.00 1 | | | | | | | | | | |
| | | | | | | | | | | | | | |
| 12/09/25 | 25/08/25 | iPC Computer Solutions | \$332.35 | Remote monitoring & virus scanne | 332.35 | | | | | | | | |
| | 29/08/25 | Most Trusted | \$253.00 | Annual Subscription | 253.00 | | | | | | | | |
| | 09/09/25 | Office Max | \$204.99 | Paper | 204.99 | | | | | | | | |
| | 09/09/25 | Legge, Michael | \$1,911.49 | Reimbursement - mileage | 1,911.49 | | | | | | | | |

| | | | | | | | | | | | | | |
|----------|----------|--------------------------------|-----------------|----------------------------------|------------|--------|-----------|--------|--------|------------|----------|----------|----------|
| | | Payment Total: Total Items: | \$2,701.83 4 | | | | | | | | | | |
| | | | | | | | | | | | | | |
| 19/09/25 | 11/09/25 | Sue Melvin | \$186.64 | Reimbursement Mileage | 186.64 | | | | | | | | |
| | 17/09/25 | Linh Vu | \$60.00 | Refund of overpaid membership | 60.00 | | | | | | | | |
| | | Payment Total: Total Items: | \$246.64 2 | | | | | | | | | | |
| | | | | | | | | | | | | | |
| 16/09/25 | 25/09/25 | iPC Computer Solutions | \$1,127.00 | Virus diagnostic main PC | \$1,127.00 | | | | | | | | |
| | 25/09/25 | iPC Computer Solutions | \$332.35 | Remote monitoring & virus scanne | \$332.35 | | | | | | | | |
| | 30/09/25 | Jillian Broadbent | \$150.00 | Phone Reimbursement | | 150.00 | | | | | | | |
| | 19/09/25 | LM Cambridge | \$2,467.70 | Journal Editor | | | 2,467.70 | | | | | | |
| | 01/10/25 | Yorb Ltd | \$254.15 | Website Hosting and email | 254.15 | | | | | | | | |
| | 01/10/25 | Yorb Ltd | \$1,092.50 | Prepaid Hours - Software | 1,092.50 | | | | | | | | |
| | 1/10.25 | Yorb Ltd | \$495.45 | Yorb App - Maintain | 495.45 | | | | | | | | |
| | 1.10.25 | Yorb Ltd | \$131.78 | Yorb App - Strategy | 131.78 | | | | | | | | |
| | | Payment Total: Total Items: | \$6,050.93 4 | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | \$272,256.12 | | 42,348.61 | 600.00 | 17,828.22 | 975.00 | 588.35 | 199,559.99 | 7,307.35 | 1,370.00 | 1,678.60 |



NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
BILLING ACCOUNT
xxxx-xxxx-xxxx-4733

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Jul 25 to 01 Aug 25
Statement Number: 232

Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 2

| Date | Particulars | Credit Card Number | Transaction |
|--------|---|---------------------|-------------|
| | Balance from previous statement | | 4,595.19 DR |
| 30 Jun | PAYPAL *TEMU COM 4029357733 AU | xxxx-xxxx-xxxx-3870 | 66.52 DR |
| 30 Jun | PAYPAL *TEMU COM 4029357733 AU | xxxx-xxxx-xxxx-3870 | 15.98 DR |
| 30 Jun | PAYPAL *TEMU COM 4029357733 AU | xxxx-xxxx-xxxx-3870 | 44.59 DR |
| 30 Jun | PAYPAL *TEMU COM 4029357733 AU | xxxx-xxxx-xxxx-3870 | 15.78 DR |
| 30 Jun | PAYPAL *TEMU COM 4029357733 AU | xxxx-xxxx-xxxx-3870 | 45.48 DR |
| 01 Jul | EWAY AUCKLAND | xxxx-xxxx-xxxx-3870 | 24.40 DR |
| 02 Jul | BLACK&WHITE OXFORDTERRACE CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 28.90 DR |
| 02 Jul | WILSON HAGLEY STREET PORIRUA | xxxx-xxxx-xxxx-3870 | 15.60 DR |
| 02 Jul | NZ POST WELLINGTON | xxxx-xxxx-xxxx-3870 | 18.37 DR |
| 02 Jul | MYOB NZ LIMITED CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 107.51 DR |
| 03 Jul | XERO NZ INV-10065844 WELLINGTON | xxxx-xxxx-xxxx-3870 | 113.85 DR |
| 04 Jul | FARMSIDE TIMARU | xxxx-xxxx-xxxx-3870 | 110.09 DR |
| 09 Jul | LOOK SHARP PAPANUI CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 57.90 DR |
| 09 Jul | DUX DINE CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 115.14 DR |
| 09 Jul | CUST SERVICE CENTER RANGIORA | xxxx-xxxx-xxxx-3870 | 102.00 DR |
| 09 Jul | NORTON *AP1621535562 NORTON.COM/CC IE | xxxx-xxxx-xxxx-3870 | 74.99 DR |
| 11 Jul | Payment by Direct Debit - Thankyou | | 4,595.19 CR |
| 11 Jul | CHRISTCHURCH AIRPORT PARK CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 54.00 DR |
| 11 Jul | CHRISTCHURCH AIRPORT PARK CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 152.00 DR |
| 11 Jul | PREZZY CARD ECOM AUCKLAND | xxxx-xxxx-xxxx-3870 | 270.27 DR |
| 11 Jul | ACCOR* NOVOTEL CHRISTC WWW.ACCOR.COM | xxxx-xxxx-xxxx-3870 | 220.40 DR |
| 11 Jul | ACCOR* NOVOTEL CHRISTC WWW.ACCOR.COM | xxxx-xxxx-xxxx-3870 | 275.50 DR |
| 14 Jul | STANDARDS NZ WELLINGTON | xxxx-xxxx-xxxx-3870 | 144.90 DR |
| 15 Jul | BKG*NOVOTEL TAINUI HAM (888)850-3958 NL | xxxx-xxxx-xxxx-3870 | 311.00 DR |
| 16 Jul | CHRISTCHURCH AIRPORT PARK CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 152.00 DR |
| 22 Jul | ONE NZ AUCKLAND | xxxx-xxxx-xxxx-3870 | 125.89 DR |
| 25 Jul | DOLLAR STORE CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 19.50 DR |
| 26 Jul | Grand Central Hotel Auckland | xxxx-xxxx-xxxx-3870 | 235.66 DR |
| 28 Jul | ADOBE *ADOBE DUBLIN IE | xxxx-xxxx-xxxx-3870 | 112.36 DR |
| 30 Jul | CHRISTCHURCH AIRPORT PARK CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 33.00 DR |

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
BILLING ACCOUNT
xxxx-xxxx-xxxx-4733

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Jul 25 to 01 Aug 25
Statement Number: 232



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 2 of 2

| Date | Particulars | Credit Card Number | Transaction |
|--------|--|---------------------|-------------|
| 30 Jul | ELECTIONBUDDY.COM USD EDMONTON CA 99.00 U.S. Dollars at 0.5810 Includes foreign currency service fee of NZ\$3.75 | xxxx-xxxx-xxxx-3870 | 170.39 DR |
| 31 Jul | SP TREE GIFTS UPPER HUTT | xxxx-xxxx-xxxx-3870 | 190.00 DR |
| 01 Aug | ACCOUNT FEE | xxxx-xxxx-xxxx-9453 | 2.00 DR |
| 01 Aug | ACCOUNT FEE | xxxx-xxxx-xxxx-3870 | 2.00 DR |
| 01 Aug | ACCOUNT FEE | xxxx-xxxx-xxxx-0076 | 2.00 DR |
| 01 Aug | ACCOUNT FEE | xxxx-xxxx-xxxx-8462 | 2.00 DR |
| 01 Aug | INTEREST CASH | 60172 Interest | 0.76 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

YOUR NET CASH ADVANCE BALANCE OF \$.76 HAS AN ANNUAL DEBIT INTEREST OF 18.95% WITH INTEREST CALCULATED FROM THE DATE OF THE TRANSACTION.

| | |
|-----------------|-------------|
| CURRENT BALANCE | 3,432.73 DR |
|-----------------|-------------|

*Unless advice to the contrary is received from you by 08/08/25
the amount of \$3,432.73 will be directly charged to your bank
account on 11/08/25.*

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
A J BARNETT
xxxx-xxxx-xxxx-8462

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Jul 25 to 01 Aug 25
Statement Number: 77
Credit Limit: \$2,000.00
Available Credit: \$1,998.00



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--------------|-------------------|-------------|---------------|----------|-----|-------------|
| 01 Aug | +ACCOUNT FEE | 60172 Account Fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 2.00 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
J BROADBENT
xxxx-xxxx-xxxx-9453

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Jul 25 to 01 Aug 25
Statement Number: 205
Credit Limit: \$2,000.00
Available Credit: \$1,998.00



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--------------|-------------------|-------------|---------------|----------|-----|-------------|
| 01 Aug | +ACCOUNT FEE | 60372 Account Fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 2.00 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
A JOSEPH NZIMLS
xxxx-xxxx-xxxx-0076

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Jul 25 to 01 Aug 25
Statement Number: 17
Credit Limit: \$2,000.00
Available Credit: \$1,998.00



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--------------|-------------------|-------------|---------------|----------|-----|-------------|
| 01 Aug | +ACCOUNT FEE | 60172 Account Fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 2.00 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
SHARON TOZER
xxxx-xxxx-xxxx-3870

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Jul 25 to 01 Aug 25
Statement Number: 192
Credit Limit: \$10,000.00
Available Credit: \$6,574.03



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 2

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--|-------------|-----------------------------------|---------------|----------|-----|-------------|
| 30 Jun | +PAYPAL *TEMU COM 4029357733 AU | | 60153 ASM costume | | | | 66.52 DR |
| 30 Jun | +PAYPAL *TEMU COM 4029357733 AU | | 60153 ASM costume | | | | 15.98 DR |
| 30 Jun | +PAYPAL *TEMU COM 4029357733 AU | | 60153 ASM costume | | | | 44.59 DR |
| 30 Jun | +PAYPAL *TEMU COM 4029357733 AU | | 60153 ASM costume | | | | 15.78 DR |
| 30 Jun | +PAYPAL *TEMU COM 4029357733 AU | | 60153 ASM Costume | | | | 45.48 DR |
| 01 Jul | +EWAY AUCKLAND | | 60188 Monthly Fees - July | | | | 24.40 DR |
| 02 Jul | +BLACK&WHITE OXFORDTERRAC CHRISTCHURCH | | 60141 MSC Meeting | | | | 28.90 DR |
| 02 Jul | +WILSON HAGLEY STREET PORIRUA | | 60141 MSC Meeting Parking | | | | 15.60 DR |
| 02 Jul | +NZ POST WELLINGTON | | 60166 Postage | | | | 18.37 DR |
| 02 Jul | +MYOB NZ LIMITED CHRISTCHURCH | | 60188 Monthly Subscription - July | | | | 107.51 DR |
| 03 Jul | +XERO NZ INV-10065844 WELLINGTON | | 60188 Monthly Subscription - July | | | | 113.85 DR |
| 04 Jul | +FARMSIDE TIMARU | | 60169 Telephone | | | | 110.09 DR |
| 09 Jul | +LOOK SHARP PAPANUI CHRISTCHURCH | | 61252 ASM Stand | | | | 57.90 DR |
| 09 Jul | +DUX DINE CHRISTCHURCH | | 60453 Exam Meeting ML, JB, ST | | | | 115.14 DR |
| 09 Jul | +CUST SERVICE CENTER RANGIORA | | 60142 Fuel | | | | 102.00 DR |
| 09 Jul | +NORTON *AP1621535562 NORTON.COM/CC IE | | 60188 Monthly Subscription | | | | 74.99 DR |
| 11 Jul | +CHRISTCHURCH AIRPORT PAR CHRISTCHURCH | | 60161 Parking ST NZSAE Conference | | | | 54.00 DR |
| 11 Jul | +CHRISTCHURCH AIRPORT PAR CHRISTCHURCH | | 60142 Parking ST Hamilton ASM | | | | 152.00 DR |
| 11 Jul | +PREZZY CARD ECOM AUCKLAND | | 63153 BSIG Gifts | | | | 270.27 DR |
| 11 Jul | +ACCOR* NOVOTEL CHRISTC WWW.ACCOR.COM | | 60160 ML Accommodation 29/8 | | | | 220.40 DR |
| 11 Jul | +ACCOR* NOVOTEL CHRISTC WWW.ACCOR.COM | | 60160 ML Accommodation 24/8 | | | | 275.50 DR |
| 14 Jul | +STANDARDS NZ WELLINGTON | | 60153 Purchase Standard | | | | 144.90 DR |
| 15 Jul | +BKG*NOVOTEL TAINUI HAM (888)850-3958 NL | | 61240 ASM Speaker accommodation | | | | 311.00 DR |
| 16 Jul | +CHRISTCHURCH AIRPORT PAR CHRISTCHURCH | | 60142 Parking GA Hamilton ASM | | | | 152.00 DR |
| 22 Jul | +ONE NZ AUCKLAND | | 60169 Cellphone | | | | 125.89 DR |
| 25 Jul | +DOLLAR STORE CHRISTCHURCH | | 60153 Council members gift bags | | | | 19.50 DR |
| 26 Jul | +Grand Central Hotel Auckland | | 60161 ST Accommodation NZSAE Conf | | | | 235.66 DR |
| 28 Jul | +ADOBE *ADOBE DUBLIN IE | | 60188 Monthly Subscription | | | | 112.36 DR |
| 30 Jul | +CHRISTCHURCH AIRPORT PAR CHRISTCHURCH | | 62142 Parking ASM26 site visit | | | | 33.00 DR |

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
SHARON TOZER
xxxx-xxxx-xxxx-3870

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Jul 25 to 01 Aug 25
Statement Number: 192
Credit Limit: \$10,000.00
Available Credit: \$6,574.03



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 2 of 2

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|---|-------------|-------------------------|---------------|----------|-----|-------------|
| 30 Jul | +ELECTIONBUDDY.COM USD EDMONTON CA 99.00 U.S. Dollars at 0.5810 Includes foreign currency service fee of NZ\$3.75 | | 60188 Election software | | | | 170.39 DR |
| 31 Jul | +SP TREE GIFTS UPPER HUTT | | 61253 ASM Speaker gifts | | | | 190.00 DR |
| 01 Aug | +ACCOUNT FEE | | 60172 Account Fee | | | | 2.00 DR |
| TOTAL | | | | | | | 3,425.97 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
BILLING ACCOUNT
xxxx-xxxx-xxxx-4733

Bank of New Zealand Visa Business
Company No: 150812-1-0000000
Statement Period: 02 Aug 25 to 01 Sep 25
Statement Number: 233



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 2

| Date | Particulars | Credit Card Number | Transaction |
|--------|--------------------------------------|---------------------|-------------|
| | Balance from previous statement | | 3,432.73 DR |
| 01 Aug | EWAY AUCKLAND | xxxx-xxxx-xxxx-3870 | 32.65 DR |
| 02 Aug | MYOB NZ LIMITED CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 107.51 DR |
| 03 Aug | XERO NZ INV-10183743 WELLINGTON | xxxx-xxxx-xxxx-3870 | 113.85 DR |
| 04 Aug | RANGIORA RANGIORA | xxxx-xxxx-xxxx-3870 | 240.00 DR |
| 04 Aug | Cash Advance Fee | | 2.00 DR |
| 04 Aug | SP SHOPNZ.COM WHANGAREI | xxxx-xxxx-xxxx-3870 | 743.75 DR |
| 05 Aug | Purchase Return/Refund | xxxx-xxxx-xxxx-3870 | 311.00 CR |
| 05 Aug | U-GO Riccarton Riccarton | xxxx-xxxx-xxxx-9453 | 99.94 DR |
| 05 Aug | THE WAREHOUSE AUCKLAND | xxxx-xxxx-xxxx-3870 | 319.49 DR |
| 06 Aug | FARMSIDE TIMARU | xxxx-xxxx-xxxx-3870 | 110.09 DR |
| 06 Aug | TOM'S EMPORIUM RANGIORA | xxxx-xxxx-xxxx-9453 | 7.02 DR |
| 07 Aug | PAYPAL *ENCOREENVEL 4029357733 SG | xxxx-xxxx-xxxx-3870 | 72.00 DR |
| 08 Aug | RANGIORA RANGIORA | xxxx-xxxx-xxxx-3870 | 280.00 DR |
| 08 Aug | Cash Advance Fee | | 2.00 DR |
| 11 Aug | Payment by Direct Debit - Thankyou | | 3,432.73 CR |
| 11 Aug | PB TECH ONLINE 09 5269200 PENROSE | xxxx-xxxx-xxxx-3870 | 820.08 DR |
| 11 Aug | Allan Court Motel Amsterdam NL | xxxx-xxxx-xxxx-3870 | 1,134.00 DR |
| 18 Aug | NZ POST WELLINGTON | xxxx-xxxx-xxxx-3870 | 82.40 DR |
| 18 Aug | NZ POST WELLINGTON | xxxx-xxxx-xxxx-3870 | 82.40 DR |
| 18 Aug | NZ POST WELLINGTON | xxxx-xxxx-xxxx-3870 | 82.40 DR |
| 18 Aug | NZ POST WELLINGTON | xxxx-xxxx-xxxx-3870 | 122.00 DR |
| 18 Aug | NZ POST WELLINGTON | xxxx-xxxx-xxxx-3870 | 122.00 DR |
| 21 Aug | PAYMENT - THANK YOU | xxxx-xxxx-xxxx-3870 | 5,000.00 CR |
| 21 Aug | ACCOR* NOVOTEL HAMILTO WWW.ACCOR.COM | xxxx-xxxx-xxxx-3870 | 345.80 DR |
| 22 Aug | ONE NZ AUCKLAND | xxxx-xxxx-xxxx-3870 | 89.44 DR |
| 25 Aug | NPD MANDEVILLE KAIAPOI | xxxx-xxxx-xxxx-3870 | 123.26 DR |
| 25 Aug | HAMILTON TAXIS Hamilton | xxxx-xxxx-xxxx-3870 | 108.60 DR |
| 26 Aug | HAMILTON TAXIS Hamilton | xxxx-xxxx-xxxx-0076 | 91.00 DR |
| 26 Aug | Pak N Save Clarence St Hamilton | xxxx-xxxx-xxxx-0076 | 68.45 DR |
| 26 Aug | HAMILTON TAXIS Hamilton | xxxx-xxxx-xxxx-0076 | 24.50 DR |
| 26 Aug | HAMILTON TAXIS Hamilton | xxxx-xxxx-xxxx-9453 | 23.50 DR |
| 26 Aug | HAMILTON TAXIS Hamilton | xxxx-xxxx-xxxx-3870 | 32.50 DR |

60172 Visa Fees

60172 Visa Fees

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
BILLING ACCOUNT
xxxx-xxxx-xxxx-4733

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Aug 25 to 01 Sep 25
Statement Number: 233



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 2 of 2

| Date | Particulars | Credit Card Number | Transaction |
|--------|----------------------------------|---------------------|-------------|
| 26 Aug | HAMILTON TAXIS Hamilton | xxxx-xxxx-xxxx-9453 | 27.50 DR |
| 26 Aug | HAMILTON TAXIS Hamilton | xxxx-xxxx-xxxx-0076 | 24.50 DR |
| 26 Aug | ADRIANA ITALIAN REST HAMILTON | xxxx-xxxx-xxxx-0076 | 1,057.80 DR |
| 26 Aug | PAYPAL *BASKETIQUE 4029357733 SG | xxxx-xxxx-xxxx-3870 | 345.00 DR |
| 27 Aug | HAMILTON TAXIS Hamilton | xxxx-xxxx-xxxx-3870 | 42.50 DR |
| 28 Aug | ADOBE *ADOBE DUBLIN IE | xxxx-xxxx-xxxx-3870 | 112.36 DR |
| 29 Aug | Air NZ Hamilton Airport Hamilton | xxxx-xxxx-xxxx-3870 | 40.00 DR |
| 29 Aug | HAMILTON TAXIS Hamilton | xxxx-xxxx-xxxx-3870 | 105.50 DR |
| 29 Aug | NZ POST WELLINGTON | xxxx-xxxx-xxxx-3870 | 26.70 DR |
| 29 Aug | SUPER LIQUOR TE RAPA HAMILTON | xxxx-xxxx-xxxx-0076 | 67.49 DR |
| 01 Sep | SP TREE GIFTS UPPER HUTT | xxxx-xxxx-xxxx-3870 | 172.45 DR |
| 01 Sep | ACCOUNT FEE | xxxx-xxxx-xxxx-9453 | 2.00 DR |
| 01 Sep | ACCOUNT FEE | xxxx-xxxx-xxxx-3870 | 2.00 DR |
| 01 Sep | ACCOUNT FEE | xxxx-xxxx-xxxx-0076 | 2.00 DR |
| 01 Sep | ACCOUNT FEE | xxxx-xxxx-xxxx-8462 | 2.00 DR |
| 01 Sep | INTEREST CASH | 60172 Interest | 2.43 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

YOUR NET CASH ADVANCE BALANCE OF \$2.43 HAS AN ANNUAL DEBIT INTEREST OF 18.95% WITH INTEREST CALCULATED FROM THE DATE OF THE TRANSACTION.

CURRENT BALANCE 2,203.86 DR

Unless advice to the contrary is received from you by 09/09/25 the amount of \$2,203.86 will be directly charged to your bank account on 11/09/25.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
A J BARNETT
xxxx-xxxx-xxxx-8462

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Aug 25 to 01 Sep 25
Statement Number: 78
Credit Limit: \$2,000.00
Available Credit: \$1,998.00



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--------------|-------------------|-------------|---------------|----------|-----|-------------|
| 01 Sep | +ACCOUNT FEE | 60172 Account fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 2.00 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
J BROADBENT
xxxx-xxxx-xxxx-9453

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Aug 25 to 01 Sep 25
Statement Number: 206
Credit Limit: \$2,000.00
Available Credit: \$1,840.04



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|---------------------------|--------------------------------|-------------|---------------|----------|-----|-------------|
| 05 Aug | +U-GO Riccarton Riccarton | 60342 Fuel | | | | | 99.94 DR |
| 06 Aug | +TOM'S EMPORIUM RANGIORA | 60153 ASM Costume | | | | | 7.02 DR |
| 26 Aug | +HAMILTON TAXIS Hamilton | 60142 Taxi to Council Dinner | | | | | 23.50 DR |
| 26 Aug | +HAMILTON TAXIS Hamilton | 60142 Taxi from council Dinner | | | | | 27.50 DR |
| 01 Sep | +ACCOUNT FEE | 60372 Account Fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 159.96 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
A JOSEPH NZIMLS
xxxx-xxxx-xxxx-0076

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Aug 25 to 01 Sep 25
Statement Number: 18
Credit Limit: \$2,000.00
Available Credit: \$664.26



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|----------------------------------|--|-------------|---------------|----------|-----|-------------|
| 26 Aug | +HAMILTON TAXIS Hamilton | 60142 T Taylor Taxi Airport to Distinction | | | | | 91.00 DR |
| 26 Aug | +Pak N Save Clarence St Hamilton | 61253 Wine for Prizes | | | | | 68.45 DR |
| 26 Aug | +HAMILTON TAXIS Hamilton | 60142 Taxi to Council Dinner | | | | | 24.50 DR |
| 26 Aug | +HAMILTON TAXIS Hamilton | 60142 Taxi from Council Dinner | | | | | 24.50 DR |
| 26 Aug | +ADRIANA ITALIAN REST HAMILTON | 60141 Council Dinner | | | | | 1,057.80 DR |
| 29 Aug | +SUPER LIQUOR TE RAPA HAMILTON | 60153 Gift for Lloyd - Vidcom | | | | | 67.49 DR |
| 01 Sep | +ACCOUNT FEE | 60172 Account fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 1,335.74 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
SHARON TOZER
xxxx-xxxx-xxxx-3870

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Aug 25 to 01 Sep 25
Statement Number: 193
Credit Limit: \$10,000.00
Available Credit: \$9,300.27



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 2

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--|-------------|--|---------------|----------|-----|-------------|
| 01 Aug | +EWAY AUCKLAND | 60188 | Monthly Subscription- August | | | | 32.65 DR |
| 02 Aug | +MYOB NZ LIMITED CHRISTCHURCH | 60188 | Monthly Subscription -August | | | | 107.51 DR |
| 03 Aug | +XERO NZ INV-10183743 WELLINGTON | 60188 | Monthly Subscription -August | | | | 113.85 DR |
| 04 Aug | +RANGIORA RANGIORA | 60153 | ST Expense Reimbursement | | | | 240.00 DR |
| 04 Aug | +SP SHOPNZ.COM WHANGAREI | 61253 | Kete bags for speaker gifts | | | | 743.75 DR |
| 05 Aug | +THE WAREHOUSE AUCKLAND | 61253 | Chocolates for speaker gifts | | | | 319.49 DR |
| 05 Aug | Purchase Return/Refund | | | | | | 311.00 CR |
| | +BKG*NOVOTEL TAINUI HAM (888)850-3958 NL | 61240 | ASM Speaker Accommodation Cr | | | | |
| 06 Aug | +FARMSIDE TIMARU | 60169 | Telephone | | | | 110.09 DR |
| 07 Aug | +PAYPAL *ENCOREENVEL 4029357733 SG | 61253 | Envelopes for speakers 'Thank you' letters | | | | 72.00 DR |
| 08 Aug | +RANGIORA RANGIORA | 60142 | ST mileage reimbursement | | | | 280.00 DR |
| 11 Aug | +PB TECH ONLINE 09 526920 PENROSE | 60163 | Printer Toners | | | | 820.08 DR |
| 11 Aug | +Allan Court Motel Amsterdam NL | 60160 | ML Accommodation Dunedin | | | | 1,134.00 DR |
| 18 Aug | +NZ POST WELLINGTON | 61267 | Conference items freight from CHCH to HAM | | | | 82.40 DR |
| 18 Aug | +NZ POST WELLINGTON | 61267 | Conference items freight from CHCH to HAM | | | | 82.40 DR |
| 18 Aug | +NZ POST WELLINGTON | 61267 | Conference items freight from CHCH to HAM | | | | 82.40 DR |
| 18 Aug | +NZ POST WELLINGTON | 61267 | Conference items freight from CHCH to HAM | | | | 122.00 DR |
| 18 Aug | +NZ POST WELLINGTON | 61267 | Conference items freight from CHCH to HAM | | | | 122.00 DR |
| 21 Aug | +PAYMENT - THANK YOU | 19980 | Contra for payment 21/8 | | | | 5,000.00 CR |
| 21 Aug | +ACCOR* NOVOTEL HAMILTO WWW.ACCOR.COM | 61240 | Speaker Accommodation J Jenssen | | | | 345.80 DR |
| 22 Aug | +ONE NZ AUCKLAND | 60169 | Cellphone | | | | 89.44 DR |
| 25 Aug | +NPD MANDEVILLE KAIAPOI | 60142 | ST Fuel | | | | 123.26 DR |
| 25 Aug | +HAMILTON TAXIS Hamilton | 60142 | Taxi Airport to Distinction | | | | 108.60 DR |
| 26 Aug | +HAMILTON TAXIS Hamilton | 60142 | Taxi to Dinner | | | | 32.50 DR |
| 26 Aug | +PAYPAL *BASKETIQUE 4029357733 SG | 61253 | Gift baskets ASM Committee | | | | 345.00 DR |
| 27 Aug | +HAMILTON TAXIS Hamilton | 60142 | Taxi | | | | 42.50 DR |
| 28 Aug | +ADOBE *ADOBE DUBLIN IE | 60188 | Monthly Subscription August | | | | 112.36 DR |
| 29 Aug | +Air NZ Hamilton Airport Hamilton | 60142 | Extra baggage charge F Rae | | | | 40.00 DR |
| 29 Aug | +HAMILTON TAXIS Hamilton | 60142 | Taxi Distinction to Airport | | | | 105.50 DR |

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
SHARON TOZER
xxxx-xxxx-xxxx-3870

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Aug 25 to 01 Sep 25
Statement Number: 193
Credit Limit: \$10,000.00
Available Credit: \$9,300.27



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 2 of 2

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|---------------------------|----------------------------------|-------------|---------------|----------|-----|-------------|
| 29 Aug | +NZ POST WELLINGTON | 61267 Freight Hamilton to CHCH | | | | | 26.70 DR |
| 01 Sep | +SP TREE GIFTS UPPER HUTT | 60153 Bereavement gift T Barnett | | | | | 172.45 DR |
| 01 Sep | +ACCOUNT FEE | 60172 Account fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 699.73 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
BILLING ACCOUNT
xxxx-xxxx-xxxx-4733

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Sep 25 to 01 Oct 25
Statement Number: 234



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 2

| Date | Particulars | Credit Card Number | Transaction |
|--------|--|---------------------|-------------|
| | Balance from previous statement | | 2,203.86 DR |
| 01 Sep | EWAY AUCKLAND | xxxx-xxxx-xxxx-3870 | 25.60 DR |
| 02 Sep | MASTER VALET DRY CLEANING CHRISTCHURCH | xxxx-xxxx-xxxx-9453 | 71.80 DR |
| 03 Sep | MYOB NZ LIMITED CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 107.51 DR |
| 03 Sep | XERO NZ INV-10301516 WELLINGTON | xxxx-xxxx-xxxx-3870 | 126.50 DR |
| 08 Sep | FARMSIDE TIMARU | xxxx-xxxx-xxxx-3870 | 110.09 DR |
| 09 Sep | QRFY.COM SANT CUGAT DE ES | xxxx-xxxx-xxxx-3870 | 420.00 DR |
| 11 Sep | Payment by Direct Debit - Thankyou | | 2,203.86 CR |
| 12 Sep | DRYCLEANERS RANGIORA RANGIORA | xxxx-xxxx-xxxx-3870 | 58.75 DR |
| 12 Sep | BNZ3173 RANGIORA BRANCH RANGIORA | xxxx-xxxx-xxxx-3870 | 120.00 DR |
| 12 Sep | Cash Advance Fee | | 1.00 DR |
| 13 Sep | NZ POST WELLINGTON | xxxx-xxxx-xxxx-3870 | 1,620.00 DR |
| 15 Sep | Air New Zealand Auckland | xxxx-xxxx-xxxx-0076 | 834.00 DR |
| 16 Sep | CHRISTCHURCH AIRPORT PARK CHRISTCHURCH | xxxx-xxxx-xxxx-3870 | 33.60 DR |
| 17 Sep | PREZZY CARD ECOM AUCKLAND | xxxx-xxxx-xxxx-3870 | 747.47 DR |
| 17 Sep | PREZZY CARD ECOM AUCKLAND | xxxx-xxxx-xxxx-3870 | 747.47 DR |
| 18 Sep | Air New Zealand Auckland | xxxx-xxxx-xxxx-9453 | 670.00 DR |
| 20 Sep | DISTINCTION HAMILTON HOTE HAMILTON | xxxx-xxxx-xxxx-0076 | 759.90 DR |
| 20 Sep | Purchase Return/Refund | xxxx-xxxx-xxxx-0076 | 245.90 CR |
| 22 Sep | Burger King CHC Airport Christchurch | xxxx-xxxx-xxxx-3870 | 13.40 DR |
| 22 Sep | ONE NZ AUCKLAND | xxxx-xxxx-xxxx-3870 | 89.44 DR |
| 28 Sep | ADOBE *ADOBE DUBLIN IE | xxxx-xxxx-xxxx-3870 | 112.36 DR |
| 30 Sep | COMPUTER HELP NZ LIMIT CHRISTCHURCH | xxxx-xxxx-xxxx-9453 | 45.00 DR |
| 01 Oct | ACCOUNT FEE | xxxx-xxxx-xxxx-9453 | 2.00 DR |
| 01 Oct | ACCOUNT FEE | xxxx-xxxx-xxxx-3870 | 2.00 DR |

60172 - Cash advance fee

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
BILLING ACCOUNT
xxxx-xxxx-xxxx-4733

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Sep 25 to 01 Oct 25
Statement Number: 234



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 2 of 2

| Date | Particulars | Credit Card Number | Transaction |
|--------|---------------|---------------------|-------------|
| 01 Oct | ACCOUNT FEE | xxxx-xxxx-xxxx-0076 | 2.00 DR |
| 01 Oct | ACCOUNT FEE | xxxx-xxxx-xxxx-8462 | 2.00 DR |
| 01 Oct | INTEREST CASH | 60172 - Interest | 0.64 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

YOUR NET CASH ADVANCE BALANCE OF \$.64 HAS AN ANNUAL DEBIT INTEREST OF 18.95% WITH INTEREST CALCULATED FROM THE DATE OF THE TRANSACTION.

CURRENT BALANCE 6,476.63 DR

Unless advice to the contrary is received from you by 10/10/25 the amount of \$6,476.63 will be directly charged to your bank account on 13/10/25.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
A J BARNETT
xxxx-xxxx-xxxx-8462

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Sep 25 to 01 Oct 25
Statement Number: 79
Credit Limit: \$2,000.00
Available Credit: \$1,998.00



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--------------|---------------------|-------------|---------------|----------|-----|-------------|
| 01 Oct | +ACCOUNT FEE | 60172 - Account fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 2.00 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
J BROADBENT
xxxx-xxxx-xxxx-9453

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Sep 25 to 01 Oct 25
Statement Number: 207
Credit Limit: \$2,000.00
Available Credit: \$1,211.20



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--|-----------------------------|-------------|---------------|----------|-----|-------------|
| 02 Sep | +MASTER VALET DRY CLEANIN CHRISTCHURCH | 60353 - Dryclean uniform | | | | | 71.80 DR |
| 18 Sep | +Air New Zealand Auckland | 60342 - Koru Membership 1yr | | | | | 670.00 DR |
| 30 Sep | +COMPUTER HELP NZ LIMIT CHRISTCHURCH | 60353 - Fix printer issue | | | | | 45.00 DR |
| 01 Oct | +ACCOUNT FEE | 60372 - Account fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 788.80 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
A JOSEPH NZIMLS
xxxx-xxxx-xxxx-0076

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Sep 25 to 01 Oct 25
Statement Number: 19
Credit Limit: \$2,000.00
Available Credit: \$650.00



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--|--|-------------|---------------|----------|-----|-------------|
| 15 Sep | +Air New Zealand Auckland | 60142 - Koru Membership - 1year | | | | | 834.00 DR |
| 20 Sep | +DISTINCTION HAMILTON HOT HAMILTON | 61253 - Committee Member Wrap up lunch | | | | | 759.90 DR |
| 20 Sep | Purchase Return/Refund | 61253 - Committee Member Wrap up lunch | | | | | 245.90 CR |
| 01 Oct | +DISTINCTION HAMILTON HOT HAMILTON +ACCOUNT FEE | 60172 - Account Fee | | | | | 2.00 DR |
| TOTAL | | | | | | | 1,350.00 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

NZ INSTITUTE OF MEDICAL LABORATORY SCIENCE (INC)
SHARON TOZER
xxxx-xxxx-xxxx-3870

Bank of New Zealand Visa Business

Company No: 150812-1-0000000
Statement Period: 02 Sep 25 to 01 Oct 25
Statement Number: 194
Credit Limit: \$10,000.00
Available Credit: \$5,665.81



Bank of New Zealand Credit Cards
P O Box 2842 , Wellington
Website www.bnz.co.nz
Freephone 0800 800 667

Your Transaction Record

Page 1 of 1

| Date | Particulars | Explanation | Your Coding | Entertainment | Excl GST | GST | Transaction |
|--------|--|---|-------------|---------------|----------|-----|-------------|
| 01 Sep | +EWAY AUCKLAND | (" #** Ž? a` fZ`k8WW | | | | | 25.60 DR |
| 03 Sep | +MYOB NZ LIMITED CHRISTCHURCH | (" #** Ž? a` fZ`kEgTdUbf[a` | | | | | 107.51 DR |
| 03 Sep | +XERO NZ INV-10301516 WELLINGTON | (" #** Ž? a` fZ`kEgTdUbf[a` | | | | | 126.50 DR |
| 08 Sep | +FARMSIDE TIMARU | (" #(+ ŽFWMZa` W | | | | | 110.09 DR |
| 09 Sep | +QRFY.COM SANT CUGAT DE ES | (" #+(ŽCD5aWw` `gS`egTdUbf[a` | | | | | 420.00 DR |
| 12 Sep | +BNZ3173 RANGIORA BRANC RANGIORA | (S#8S Ž? [VSYWfa 3[bad`XdFS= [` SH[ef | | | | | 120.00 DR |
| 12 Sep | +DRYCLEANERS RANGIORA RANGIORA | (" # %ŽG` [Xd` VdkUW [` Y | | | | | 58.75 DR |
| 13 Sep | +NZ POST WELLINGTON | (" &() Ž5agdWISYeXd7j S_ BSbWb | | | | | 1,620.00 DR |
| 16 Sep | +CHRISTCHURCH AIRPORT PAR CHRISTCHURCH | (S#8S Ž3[bad`bSd [` YXdFS= [` SH[ef | | | | | 33.60 DR |
| 17 Sep | +PREZZY CARD ECOM AUCKLAND | (%' %(%' %Ž? A>6! ? ;5DA E9yeEbW] WIFZS`] kagye | | | | | 747.47 DR |
| 17 Sep | +PREZZY CARD ECOM AUCKLAND | (%% %(%' %Ž3@3B!B3 E;9yeEbW] WIFZS`] kagye | | | | | 747.47 DR |
| 22 Sep | +Burger King CHC Airport Christchurch | (" #8S ŽEF 6 [` WISXWFS= [` Sh[ef | | | | | 13.40 DR |
| 22 Sep | +ONE NZ AUCKLAND | (" #(+ Ž5WbZa` W | | | | | 89.44 DR |
| 28 Sep | +ADOBE *ADOBE DUBLIN IE | (" #** Ž? a` fZ`kEgTdUbf[a` | | | | | 112.36 DR |
| 01 Oct | +ACCOUNT FEE | (" #) \$Ž3Uäg` f8WW | | | | | 2.00 DR |
| TOTAL | | | | | | | 4,334.19 DR |

ANNUAL PURCHASE INTEREST RATE IS 18.95% AND ANNUAL CASH ADVANCE INTEREST RATE IS 18.95%.

30 September 2025

Cath Robinson
Bank of New Zealand
Customer Banking Specialist
cath_robinson@bnz.co.nz



Dear Cath

Re: New Rapid Save account – The New Zealand Institute of Medical Laboratory Science (Inc.)

NZIMLS wish to open a Rapid Save account (separate to our current Business Oncall Account), and we hereby issue the following instructions:

- Please open a Rapid Save account to be named “Scholarship and Research Grant Fund”
- Transfer the sum of \$55,740 from the NZIMLS Business First Oncall account 02-0800-0600311-000

Should you have any queries regarding these instructions, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sharon Tozer', is located below the 'Yours sincerely' text.

Sharon Tozer
Chief Executive Officer

Ajesh Joseph
Secretary/Treasurer

Chief Executive Officers report November 2025

Office Activities

Another full quarter, with the following tasks being undertaken by the office team:

- Completion of QMLT papers
- QMLT management
- Type-setting November Journal
- SIG preparation
- Work continues on updating of Policy Control Documents and indexing same.

I had the pleasure of meeting the Hon. Dalton Tagelagi, Prime Minister of Niue at the opening day of Canterbury Cup and Show week. Chatted to him briefly about the work that the PPTC carry out in the Pacific with the help of donations from NZIMLS. That then reminded me, we did not vote on the annual donation to PPTC at the AGM. This donation has been \$6,000.00 for the past 10 years so now may be a good time to revisit the amount. (Next Agenda item.)

SIG Meetings

Still no convenor for the Immunology SIG.

Microbiology, Saturday 11 October, Jetpark Auckland. Convenor: Tracy Camp

- 82 attendees, made up of 75 members and seven non-members.
- Two attendees turned up on the day without registration.
- Best presentation: Bethany Mills, Canterbury Health Labs for her presentation "*Sceddesporium* and friends."
- Runner up: Angel Guanlao-Abes, Middlemore (MLT) for her presentation "Climate crisis and fungal infections – A growing global health threat."

Anatomical Pathology, Saturday 18 October, Copthorne Wellington. Convenor: Dawn Laureles

- 64 attendees, made up of 57 members and seven non-members
- Best presentation: Emily Almeida, Awanui Labs Wellington for her presentation "Intimal Sacroma of the Pulmonary Artery"
- Runner up: Mandy Fisher, Awanui Labs Dunedin for her presentation "Digital Pathology"

Molecular Diagnostics, Friday 10 October, Auckland Hospital. Convenor: Pippa Grainger

- 64 attendees, made up of 61 members and three non-members. One attendee turned up on the day without registration.
- Best presentation: Arne Koefoed, Welington Genetics Lab for his presentation "Screening for Cystic Fibrosis in Newborns"
- Runner up: Mareike Erdmann, LabPlus, for her presentation "Profiling a Killer – the journey of WGS of *Mycobacterium tuberculosis* in Aotearoa"

Preanalytical, Saturday 15 November, Waipuna Events Centre, Auckland. Convenor: Ajesh Joseph
Cathy Hobson attended from the office. See A Joseph's report later in Agenda.

Mortuary, Saturday 22 November, Otago University. Convenor: Emma Potton
The Mortuary SIG was cancelled by Emma. To be discussed later in the Agenda.

Cytology

The Cytology SIG is being held Saturday 6 December at LabPlus. At the time of writing there are 31 in person delegates, and four attending via a Teams Link. Initially, we were advised that the programme was for 3-4 hours, so it was agreed by Ajesh Joseph and I that registration would be set at \$100 (in person) and \$80 via the Teams link.

We have since received a full 7.5-hour programme, which means this event will run at a loss. If we host this event again next year, we will be charging the full rate as per our usual SIG meetings!

Communio mortuary opening

I was invited to the opening of the new mortuary in Wellington, however was unable to attend, so Tony went in my place.

I was also unable to accept an invitation from the University of Otago School of Medicine to attend their 150th celebrations on 7 November. Ginna Alston attended in my place.

ASM26/80th Anniversary

I would like Council to consider a complimentary registration for Rob Siebers. He is intending to either **present or submit a poster**.

The committee has met twice now and decided on a conference theme of “80 Years of Discovery: Honouring Our Past, Advancing Our Future: Ngā tau 80 o te kitenga: te whakanui i tō tātou hītori me te whakawhanake i tō tātou anamata”

The social theme programme is “The Swinging ‘40’s”.

The committee is very committed and doing a great job with ideas already. They have asked if there is any budget available for international speakers.

2027 South Pacific Congress

Have been in touch with Sarah Just (AIMS) re the 2027 SPC. They are in the process of sourcing a venue (most likely in Brisbane) and were keen to be put in contact with Daniela Olphert, DO Events to run the event. Would be great if Daniela wins the contract!

QMLT

The Exam Management System overall has worked very well. Small issues were mainly caused by user operation with examiners/moderators not saving marks or not clicking ‘send to moderator’ or ‘send for audit’ once completed. There were also issues with sessions expiring before the user had saved their data, therefore the server timeout caused marks to disappear. I requested that Yorb add an update so that the pages would automatically refresh with each frontend to backend call. This work was completed on 30 October. Two other options have been suggested:

- a) Implement auto-save functionality which will enable the exam marking data to save at regular intervals during the marking process to ensure data is preserved even if the session times out or the user navigates away unintentionally.
- b) A session expiry warning popup be added. This would be a popup to let users know their session is about to expire, giving them a chance to save or refresh.

I have requested that Yorb complete both a) and b) prior to the next round of QMLT examinations. This work will be covered under our contract monthly agreement.

The package containing the Anatomical Pathology papers sent to LabPlus was open when the moderator (Elaine McGrath) received it. The person who gave it to her said it was open when it arrived from the courier; however, Elaine reported that the papers were ‘rather dishevelled’, and it was clear that the package had been opened and rummaged through.

Website

Teams meeting with Yorb (Heather and Lydia) on 5 November to discuss planning for next year and use of our contracted hours. Have requested a slight re-vamp on the home page so make the menu easier to read on phones. Yorb will also be updating some of the background software to improve user security and the overall security of the website. Have also requested more detailed statistics on site users.

2026 Leave

I will be on leave on the following dates next year:

- 2 – 9 June
- 31 July – 4 August
- 3 – 11 September

Christmas Hours:

We will officially close the office on Wednesday 24 December at mid-day, reopening Monday 12 January 2026. I will be returning to the office on 5 January.

Craig and I would like to wish you all a very merry Christmas and enjoyable holiday period with your families. 2026 is going to be a huge year!

Sharon Tozer

Chief Executive Officer

NZIMLS CONTROLLED DOCUMENTATION POLICY



Table of Contents

| | |
|---|---|
| 1. Purpose..... | 2 |
| 2. Documentation Overview | 2 |
| 3. Document Control Permissions..... | 2 |
| 4. Document Authority to Issue | 3 |
| 5. Document Review | 3 |
| 6. Document Approval | 3 |
| 7. Changing the Document Reviewer/Approver..... | 3 |
| 8. Controlled Copies | 3 |
| 9. Uncontrolled Copies..... | 3 |
| 10. Electronic Copies and Electronic Links | 4 |
| 11. Requests for Documents by External Parties..... | 4 |
| 12. Superseded, Retired Documents | 4 |
| 13. Document Layout: Templates and Formats | 5 |
| 14. Document Amendment and Revision..... | 5 |

1. Purpose

This document sets out the requirements for managing documents. It sets out the responsibilities of the document Administrator, author, reviewer, approver and the policy for creating, reviewing, updating and managing documents. This document covers the minimum requirements for standardised document formats.

2. Documentation Overview

- Secure electronic document management system.
- Documents exist in electronic form only and are considered the master copy.
- Each document is assigned a unique identifying number.
- Document titles must be easily interpreted by all users.

| Administrator | Area(s) of Responsibility |
|-------------------|---------------------------|
| Sharon Tozer | All documentation |
| Jillian Broadbent | CPD documentation |
| Fran Rae | Financial documentation |
| Cathy Rae | CPD documentation |

- Executive and Council must approach the respective Administrator in the first instance for assistance in obtaining and retiring documents.
- The responsibility of an author, reviewer or approver is assigned to users by Administrators.
- Documents that require review must be reviewed at a maximum interval of two years. Some documents such as meeting minutes do not require reviewing.
- All records of reviews and superseded documents are held within this system.

3. Document Control Permissions

The Administrators are responsible for deciding which permissions are assigned to each user/author.

The document control permissions may include:

- Administrator plus designated reviewer
- Administrator
- Author
- Executive/Council
- NZIMLS members
- Inspector (view only)
- Group supervisor

4. Document Authority to Issue

- The 'Authority to Issue' appears in the footer of documents.
- The 'Authority to Issue' refers to the individual that has oversight of that particular area and may have delegated the responsibility of reviewing and approving documents to other specified individuals.
- It is recommended to use a position designation rather than named individuals – e.g. Region 1 Representative.
- This implies that the individual in the named role has overall responsibility and authority for issue of documentation. This allows flexibility as the individual may change and removes the requirement to re-issue the document with an updated name in the footer.

5. Document Review

- Each document has an assigned reviewer/s who is responsible for:
 - document review and update
 - document management
 - management of controlled copies (replacing superseded documents and removing retired and non- controlled copies from circulation)
 - notification and information distribution about the changes
- The name of the reviewer is recorded in the History when the reviewed document is uploaded.
- The person reviewing the document can be identified.

6. Document Approval

- Documents can have multiple approvers; every document must have at least one approver.
- If the reviewer is the approver, it is recommended that there is a second approver.

7. Changing the Document Reviewer/Approver

- The reviewer of a document can be changed by the Administrators.

8. Controlled Copies

- Electronic versions on our server (and backed up to the Cloud) are considered the master copy.
- It is not a requirement to have a paper controlled copy of documents.
- Controlled copies must be printed directly from the database to a PDF file and must be printed by the document reviewer or Administrator.
- Controlled copies are printed to a PDF file, and each document is printed with the appropriate footer. This information describes the approved, current and effective date, version number and document title, also the unique controlled copy ID number and when printed.

9. Uncontrolled Copies

- Uncontrolled copies are to be only printed from the database by the Administrators.

10. Electronic Copies and Electronic Links

- It is recommended that electronic links are created to allow linking to the document from outside the database, electronic links are the easiest way to establish and maintain electronic copies.
- When a document is reviewed, the electronic links will automatically update and become linked to the new version of that document.
- Electronic copies may be downloaded to a folder while the document is under review; these should be marked as a draft document. Once the document has been reviewed and is approved and effective the draft version should be deleted.
- If documents are available to external parties outside NZIMLS, they should be an electronic link or controlled PDF that must be updated when changes to the document are made.

11. Requests for Documents by External Parties

- Requests for release of NZIMLS policies, procedures and forms to external parties is assessed on a case by case basis and requires prior approval from the Administrator.
- A link to the document can be sent to external parties, this ensures that they have access to the most up-to-date document.
- Any documents released must be in PDF format and accompanied by the following disclaimer:
"Please note that NZIMLS owns the information contained in this document. It is supplied to you on the condition that you clearly acknowledge NZIMLS whenever referring to it. Our policies are based on our specific procedures and requirements, we make no claims as to the suitability of policies to other organisations."

12. Superseded, Retired Documents

12.1 Superseded Documents

- Superseded documents are kept electronically within the database.

12.2 Retired Documents

- Only the Administrators can retire documents.
- Following the process for retiring documents means there is an auditable history retained in the database. There is also no chance of retiring the wrong document due to a typo in the classification number. It notifies approvers that the document has been retired, so the controlled copies can be removed, and it can be marked as destroyed in the database.
- Access and retrieval of retired documents can only be performed by the Administrator.
- The number or title of a retired document cannot be re-used for another document.
- A retired document can be "re-activated" under the same number and will retain the complete history of the document.

13. Document Layout: Templates and Formats

13.1 Layout

- Documents are issued with a standardised header and footer layout.

13.2 Headers and Footers

- The document must be on NZIMLS Letterhead
- The footer consists of:
 - Classification Number
 - Page numbering (i.e. Page x of y)
 - Authority to Issue- Designation /Position (not Employee's name).

13.3 Images

- Images and screen shots may be used within a document and are often a more effective means of conveying information. Any images sourced from the internet must be referenced.

14. Documents Amendment and Revisions

- Documents with or without changes are to be reviewed periodically within two years of creation, then bi-annually.

14.1 Document Revision by a Review Group or another reviewer

- When a group of reviewers or another reviewer reviews a document the group or other reviewer needs to be acknowledged and recorded.

END OF DOCUMENT



Date: 30 September 2025

Report to: Council

Report from: Cathy Hobson

Subject: Membership Report to 30 September 2025

Following is the Membership Report:

| | 30/06/25 | 30/06/25 | 31/03/25 | 31/12/24 | 30/9/24 | 30/06/24 | 31/12/23 | 30/9/23 |
|-----------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| | 3296 | 3151 | 3409 | 3338 | 3291 | 3279 | 3283 | 3182 |
| Less Resignations | 3 | 9 | 3 | 10 | 13 | 17 | 25 | 9 |
| Less Unknown | - | - | | | 20 | 235 | 38 | - |
| Less Lapsed | - | - | 319 | | | - | 2 | - |
| Less Deceased | - | - | 1 | 2 | 1 | - | - | - |
| | | | | | | | | |
| Plus Applications | 32 | 85 | 65 | 53 | 53 | 264 | 60 | 62 |
| Plus Reinstatements | 28 | 69 | - | 30 | 26 | - | - | 48 |
| Plus new Life Member | - | - | - | - | 2 | - | 1 | - |
| Plus new Honorary | - | - | - | - | | - | - | - |
| Total | 3353 | 3296 | 3151 | 3409 | 3338 | 3291 | 3279 | 3283 |
| <i>Composition</i> | | | | | | | | |
| Life Members | 20 | 20 | 19 | 20 | 20 | 19 | 19 | 19 |
| Fellow | 14 | 14 | 13 | 16 | 15 | 16 | 15 | 14 |
| Fellow (Honorary) | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Fellow Life Member | 6 | 6 | 6 | 6 | 6 | 5 | 5 | 5 |
| Member | 1884 | 1861 | 1823 | 1904 | 1863 | 1848 | 1866 | 1861 |
| Associate | 1407 | 1380 | 1274 | 1433 | 1407 | 1381 | 1350 | 1363 |
| Student | 11 | 6 | 4 | 11 | 15 | 9 | 3 | 7 |
| Honorary | 6 | 6 | 8 | 8 | 8 | 9 | 9 | 9 |
| Maternity Leave | 4 | 2 | 3 | 10 | 3 | 3 | 11 | 4 |
| Total | 3353 | 3296 | 3151 | 3409 | 3338 | 3291 | 3279 | 3283 |
| | | | | | | | | |
| Member CPD | 3096 | 3041 | 2936 | 3118 | 3040 | 2995 | 3014 | 3002 |
| Scientist: | 1886 | 1863 | 1808 | 1906 | 1866 | 1855 | 1865 | 1858 |
| Technician: | 1210 | 1178 | 1128 | 1212 | 1174 | 1143 | 1149 | 1144 |
| Non Member CPD | 2 | 2 | 2 | 7 | 2 | 2 | 2 | 1 |
| Scientist: | 2 | 2 | 2 | 5 | 2 | 2 | 2 | 1 |
| Technician: | - | - | - | 2 | - | - | - | - |

New Membership for the Period:

Associate Member

| | | |
|-----------|----------|---|
| Geraldine | Alonzaga | Health NZ – Hawkes Bay Hospital |
| Jahna | Rodger | Pathlab Bay of Plenty |
| Gemma | Hooper | PHF - NCBID |
| Perneet | Chandok | Health NZ – Middlemore Hospital |
| Polly | Lin | New Zealand Blood Service |
| Narye | Kim | Pathlab Bay of Plenty |
| Briana | Carling | Pathlab Bay of Plenty |
| Susanna | Sum | LabPlus |
| Marya | Delima | LabPlus |
| Arne | Koefoed | Wellington Regional Genetics Laboratory |
| Grace | Bowden | Awanui Labs - Christchurch |
| Linh | Vu | Health NZ – West Coast |
| Nicola | Smith | Health NZ – Waikato Hospital |
| Aerrah | Celino | LabPlus |

TOTAL: 14

Full Member

| | | |
|-----------|------------|--|
| Pegah | Rafieian | Awanui Labs - Auckland |
| Anna | Ratliff | New Zealand Blood Service |
| Faziya | Paik | Awanui Labs - Auckland |
| Kirushni | Suthakaran | Awanui Labs - Dunedin |
| Magdalena | Ratajska | University of Otago |
| Anjali | Lal | Awanui Labs - Auckland |
| Lalita | Kumari | Health NZ – Waikato Hospital |
| Rachel | Bluett | Awanui Labs – Hutt Hospital |
| Elizabeth | Villanueva | Awanui Labs – Auckland |
| Renata | Hlatka | Canterbury Health Laboratories |
| Hexiangze | Xia | Awanui Labs - Auckland |
| Waleed | Al-Humairi | Health NZ – North Shore Hospital |
| Vicki | Grey | N/A – Looking to return to a laboratory role |

TOTAL: 13

Students

| | | |
|-----------|-----------|---------------------|
| Brooklyn | Armstrong | AUT |
| Alexander | Pritchard | University of Otago |
| Erin | Formo | University of Otago |
| Josephine | Chao | University of Otago |
| Kajal | Naidu | AUT |

TOTAL: 5***Resignations***

| | | |
|----------|----------|---------------------------|
| Stella | Clifford | Fertility Plus |
| Rosalind | Hawes | New Zealand Blood Service |
| Susan | Powell | Pathlab Bay of Plenty |

TOTAL: 3

1. It is proposed that the applications for membership be approved.
2. It is proposed that the applications for associate membership be approved.
3. It is proposed that the resignations be accepted.

Cathy Hobson
Membership & CPD Administrator

CPD Report, November 2025

CPD Meeting Approvals

The following meetings have been assessed and approved since the last Council meeting

| | | | | | | | | |
|---|------|--------------------|-----------------|-----------------------------------|--|---------------------|----|---|
| U | 1697 | | Mark Burnett | NZPOCT | | | 4 | Meeting with some "service to Profession" elements and some 'new learning' items |
| U | 1698 | Taranaki Pathology | Sally Scouler | Taranaki Laboratory Seminar | Taranaki Hospital Lecture Theatre | 17 September 2025 | 5 | 2.5 hour meeting, various speakers |
| U | 1699 | Waitemata DHB | Jayne Fong | Northern Region POCT QC Seminar | North Shore Hospital | 7 October 2025 | 14 | 7 hours. Checked with Mel that it is all CPD (Bit like a POCT SIG meeting) |
| U | 1700 | CHL | Kathryn Jones | AACB Roman Lecture | Manawa Building Christchurch | 7 October 2025 | 2 | 1 hour lecture from Prof Mario Plebani, from University of Padova Italy |
| I | 1701 | NZIMLS | Ajesh Joaseph | PASSIG Meeting | Waipuna Hotel Auckland | 15 November 2025 | 15 | 7.5 hours, SIG meeting |
| I | 1702 | NZIMLS | Sharon | Molecular Diagnostics SIG Meeting | Auckland Hospital | 10 October 2025 | 16 | 8.5 hours, various speakers |
| I | 1703 | NZIMLS | Sharon | Microbiology SIG Meeting | JetPark Hotel, Auckland | 11 October 2025 | 16 | 8 hours, various speakers |
| U | 1704 | Whangarei DHB | Brighton Mutepe | Shirley Gates Northland Seminar | Tohara House Whangarei | 1 October 2025 | 16 | 8 hours, various speakers |
| U | 1705 | Awanui | Zina Barriball | CO:LAB 2025 | Harbour City Function Centre, Wellington | 22,23 October 2025 | 28 | 2 days, various speakers (16 points for 22 nd , 12 points for 23 rd) |
| I | 1706 | NZIMLS | Sharon | Anatomical Pathology SIG Meeting | Copthorne Hotel Wellington | 18 October 2025 | 16 | 8 hours, various speakers |
| U | 1707 | Beckman Coulter | Emily Ellinger | Flow Cytometry Training Course | On-line or Sydney | 13,14 October | 5 | 2 x 3 hour case study demonstrations with Swiss Flow Cytometry School |
| U | 1708 | Beckman Coulter | Emily Ellinger | Clinical Flow Seminar | On-line or Singapore | 20 November 2025 | 2 | 3.5 hour seminar by various speakers from Beckman Coulter |
| U | 1709 | Beckman Coulter | Emily Ellinger | Flow Cytometry Training Course | On-line or Auckland | 17,18 November 2025 | 5 | 2 x 3 hour case study demonstrations with Swiss Flow Cytometry School |

| | | | | | | | | |
|---|---------------------------|-----------------|-----------------|---|--------------------------------------|----------------------|--------|---|
| D | 1710 | NZBS | Tracey Clark | ANTS Meeting | NZBS Auckland | 22 October 2025 | 5 | 4 hour meeting, 2.5 hours new learning and networking |
| D | 1711 | CHL | Caity Anderson | Labnet Group for Haematology Meeting | CHL Path Committee Room | 22 October 2025 | 5 | 7 hour meeting, 2.5 hours new learning |
| U | 1712 | | Cara Scott | Apex Delegates Training Meeting | | 21, 22 October 2025 | 26 | 2 day training meeting |
| D | 1713 | NZBS | Terri Shaw | NZBS Waikato Regional Transfusion Science Meeting | NZBS Waikato | 13 November 2025 | 6 | 5 hour meeting. 3 hours new learning |
| D | 1714 | NZBS | Nicola Crampton | NZBS South Island Regional Meeting | NZBS Christchurch Blood Donor Centre | 13 November 2025 | 9 | 5.5 hr meeting, 4.5 hr new learning |
| I | 1715 Meeting Cancelled | NZIMLS | Sharon | Mortuary SIG Meeting | Hunter Centre, Otago University | 22 November 2025 | 15 | Various presentations and tour |
| U | 1715 | NZPOCAG | Tracey Hollings | Roche Diagnostics POC UGM | Middlemore Hospital Auckland | 6 November 2025 (am) | 7 | 3.5 hour UGM, several presentations |
| U | 1716 | NZPOCAG | Tracey Hollings | Radiometer POC UGM | Middlemore Hospital Auckland | 6 November 2025 (pm) | 7 | 3.5 hour UGM, several presentations |
| U | 1717 | NZPOCAG | Tracey Hollings | NZPOCAG Annual Meeting | Middlemore Hospital Auckland | 7 November 2025 | 12 | 6 hour meeting, many updates and new guidelines. |
| U | 1718 | LabPLUS | Susan Corboy | NZ Quality Managers Meeting | Teams | 21 November 2025 | 8 | 4 hours new learning with 4 guest speakers included |
| U | 1719 (a&b) | Beckman Coulter | Emily Ellinger | Swiss Flow Cytometry Training School Courses | Virtual | 1,2 December 2025 | 6 each | 2 different virtual training courses |

CPD Classroom

Several members have pointed out issues with downloading classrooms past their maximum 'three allowed per year. Contacted Yorb and the programme needed to be 'tweaked' to insist members delete old quizzes that had been downloaded in previous years as these were still sitting in the 'to be done' pile and hence were being counted in the total of quizzes for the year.

Journal Questionnaire

Final figure for July journal questionnaire were: Marked 1382

Only 285 obtained 10/10 (20.6%), there were 43 fails.

November 2025 questionnaire have marked 61 to date (17/11/25), only 3 people have achieved 10/10 and there have been 10 fails already !

One case of collusion currently being investigated.

Website

Nothing new

Editing of CPD Points for 2024

Still a few enquiries from several members who have moved from Awanui labs wanting to cross credit their points to our system. For the benefit of new Council members, this is like a different 'currency' so they will need to submit points from both systems if they are audited.

MSC

At an earlier meeting Sharon and I had with Sue Calder and Hamish McDouall re 'cultural CPD' and where it should be claimed, they both agreed that it is 'general' CPD and not 'substantive' CPD and said they would look at changing this on their website.

Now refer to the letter (later in the agenda) where they have hedged around this !

Courses

The following courses have been microcredentialled for CPD following consultation with Mike

| | | | | | | | | |
|----------------------|---------------------------------------|---|---|---|--|--|------|--|
| 18 August | Natasha Fergusson LabPLUS | Certified Chemical Handlers Course | Face to face | 3 hours | One person per lab to be 'certified' as handlers | TCC (Technical Compliance Consultants Ltd) | 2 | Claim under Section 18 "Other" |
| 28 August 2025 | Emma MacArthur Taumaranui Hospital | Diabetes | On line | 8 hours | Basic | Future Learn | 5 | Basic course, similar to level 7 Uni course |
| 27 August 2025 | Aishwarya Sharma Waikato Hospital | Applied Science paper | | | Level 7 | Final year of nursing degree | 5 | Level 7 university paper, part of Nursing Degree |
| 8 September 2025 | Awanui Labs | Subsequent QMLT examination, or Scientist sitting QMLT paper | | | NZQA Level 3 | NZIMLS | 15 | Can only claim points if the candidate successfully passes the examination |
| 11 September 2025 | Vandhana Lal Pathlab BOP | NZ Cert in Business | Introduction to Team Leadership | 3 papers | Level 3 | Polytech | 6 | 2 CPD points per Level 3 paper |
| 30 September 2025 | Patrick Kane Awanui Nelson | Blood Film Morphology - A Practical Guide | Web based | 5 modules | Basic | Coursera | 5 | Basic course, several modules but to be considered as one 'course' |
| 2 October 2025 | Lynne Waller CHL | https://globalhealthtraini ngcentre.tghn.org/ich- gcp-r3/ | On-line ICH Good Clinical Practice E6(R3) | Intensive reading plus 3 hour quiz | | Global health training centre | 5 | |
| 8 October 2025 | Joanna Gempton Pathlab | Managing Metallo-β- Lactamase Infections | On line | 2 weeks, 3 hours per week | | Future Learn | 5 | Good course, similar to Level 7 uni course |
| 13 October 2025 | Jess Sheehan Medlab Central | Microbiology crossword | In house | Approx 1 hour | Educational | Jess Sheehan | 2 | Need to complete a reflective learning document (Section 17 for Jess, Section 10 for members who complete it) |
| 22 October 2025 | Susan Corboy LabPLUS | Laboratory Manager Safety Course | Interactive in-person course | 2 day | Educational | National Te Whatu Ora H&S Team | 5 | |
| 22 October 2025 | Erin Boshier CHL | Health New Zealand Improving Together: Quality Facilitators course | | Feb-Dec, 200 hours | | | 18 | NZQCF Level 4 course |
| 10 November 2025 | Ruby Remandaban Awanui Wellington | Literature review and basic meta-analysis skills | In person | 1 day | Educational | Otago University Summer School Wellington | 5 | |
| 17 November 2025 | | Courses. • Introduction to R. (Note this is a special statistics package) • Introductory biostatistics for health | | | | Otago University Summer School Wellington | 5 ea | |

| | | | | | | | | |
|--|--|---|--|--|--|--|--|--|
| | | <p>researchers</p> <ul style="list-style-type: none">• Intermediate biostatistics: Regression methods• Literature review and basic meta-analysis skills• How to write a paper• Introduction to qualitative methods• Introduction to Pacific health: Approaches for action• Hayora Māori: Effective models of engagement and assessment | | | | | | |
|--|--|---|--|--|--|--|--|--|

The Michael Legge Higher Education Scholarship

Application



Eligibility criteria | Paearu māraurau

To be eligible for this Scholarship, applicants must meet the following criteria:

- Have completed at least 18 consecutive months of employment at an appropriately accredited diagnostic laboratory within New Zealand.
- Be a registered Medical Laboratory Technician with the Medical Sciences Council of New Zealand (MSCNZ)
- Hold Associate Membership with NZIMLS.
- Have held Associate Membership of NZIMLS for a minimum of two consecutive years and remain a member for the duration of study.
- Possess a Bachelor of Science degree.
- Be enrolled, or intending to enrol, in the first year of a Postgraduate Diploma in Medical Laboratory Science at a qualifying university in New Zealand, with confirmed acceptance.
- Have the support of their current employer to undertake the qualification.

Name of applicant:

Organisation:

Commencement date in current organisation:

MSCNZ Registration Number: 30-

NZIMLS Associate Member Number:

Completion date of BSc:

Endorsed in:

Name of university you are enrolled in / intending to enrol in:

Personal statement outlining suitability for the award:

Professional Referee:

Name:

Organisation:

Phone:

Character Referee:

Name:

Organisation:

Phone:

Checklist:

Copy of current Annual Practicing Certificate

Curriculum Vitae (maximum two A4 pages)

Letter of support from current employer

Copy of degree

Confirmation of enrolment at a qualifying New Zealand University

Amrutha Mereena

1 kotare place, Tokoroa,3420

Register no: 30-10648

Mobile: 0274883441

Email: ammumereenabasil@gmail.com

Personal statement:

My name is Amrutha Mereena living in Tokoroa. I consider myself as a highly skilled and motivated individual who is passionate about improving people's lives and making sure that every patient depends on receives the highest level of care and attention through our results and expertise. . Extremely motivated and well qualified **Medical Lab Technician** with solid experience in diverse lab settings. Well versed in drawing samples that require minor incisions and conducting chemical analysis. Ability to work efficiently in a busy lab in an organized manner. **Registered as a Medical Laboratory Technician with the Medical Council Of New Zealand**, I am currently working at the core lab of Tokoroa hospital under Waikato district health board.

Personal Skills

My core strengths include, but are not limited to the following:

- Encouraging each service user to achieve the highest possible quality of life.
- Responding appropriately and quickly to all emergency situations.
- Being flexible and responsive to change, ability to deal with people diplomatically.
- Willingness to do the work with full dedication and involvement Knowledge
- Good Clinical Practice (GCP) as appropriate
- Good organizational skills; detail oriented
- Ability to identify problems
- Detailed record keeping
- Good interpersonal skills to interact effectively with co-workers and department staff Ability to methodically record data with a very high level of accuracy
- Ability to work under general supervision and beyond in the absence of supervision as well

Medical Lab Expertise

- Haematology
- Blood bank
- Biochemistry
- Urology
- Clinical microbiology
- Histopathology
- Phlebotomy and receiving of laboratory samples.

Professional skills:

- Executed and analyzed tests in areas including chemistry, hematology, urinalysis, serology, histology and bacteriology to aid physicians in diagnosing and treating disease.
- Consistently contributed for the timely, high-quality completion of both routine and special laboratory assays of patient specimens (including blood and other body fluids, skin scrapings and surgical specimens).
- Ensured test-result validity before recording/reporting results, giving meticulous attention to detail in every client's care.
- Demonstrated the ability to communicate test results effectively with physicians, pathologists and nursing staff as a member of the hospital team focused on providing quality of care.
- Evaluated quality control within laboratory using standard laboratory test and measurement controls, and maintained compliance with safety and risk-management guidelines.
- Operated and calibrated an assortment of laboratory/testing equipment and performed various chemical, microscopic and bacteriologic tests.
- Performed stat and routine testing on a variety of specimens quickly and accurately.
- Maintained lab equipment and troubleshoot/resolved instrument

Haematology

- Skilled in medical lab technician tasks including sample collection, analysis and lab report production. Collected ,prepared, and processed all laboratory specimens for clinical examinations.
- Well versed in laboratory software and digital reporting.
- Knowledgeable of state-approved medical lab policies, hygiene requirements, and general/standard procedures
- Track record of collaborating with pathologists and physicians regarding test results and analytical patterns in blood reporting.
- Conducted and coordinated clinical laboratory procedures and tests as per established protocols.
- Prepared and maintained correct and timely test records and reports.
- Executed and monitored quality assurance and control activities, as required.
- Operated and maintained all assigned laboratory instruments, efficiently.
- Mentored and trained new staff members on laboratory techniques and protocols.
- Prepared and utilized all reagents and solutions based on laboratory procedures.
- Conducted and documented automated and manual hematology-based tests.
- Analyzed, interpreted, and reported on patient test results, in an efficient manner.
- Calibrated, maintained, and repaired all assigned laboratory equipments, safely.
- Handled and disposed off all laboratory waste in accordance with established EH&S procedures.

Blood bank

- Performed type & screens, cross matches, DU, fetal screens and cord blood study
- Antibody workup includes antibody identification and titer, warm and cold agglutinins,
- Performed correct patient antigen phenotyping, antigen type units, sicklescreen units.
- Collect blood from blood donors
- Care of the in-house blood donors
- Assist with other procedures

- Collect blood from blood donors
- Care of the in-house blood donors
- Assist with other procedures
- Collected blood from donors using a 16 gauge needle and 250 milliliter collection bags
- Collected and separated plasma, platelets, and packed red blood cells
- Maintained complete and accurate records in blood bank
- Maintained and ordered inventory for laboratory equipment
- Conversed with patients and explained them the need of testing blood sample
- Checked the functions of the cooling systems in the blood bank regularly and reported defects
- Assisted in preparing equipment and supplies for blood drivers
- Followed internal controls established by the hospital
- Maintained blood drawing area and equipment

Microbiology

- Skilled in microbiology techniques, terminology and equipment and supplies
- Knowledge of laboratory tests used in microbiology work
- Log in patient specimens, maintain accurate log books of all performed procedures
- Forwarded the reports instantly to the physicians and surgeons in case of emergencies
- Prepared culture media, broths and agars
- Cultured microorganisms for labs
- Culture a variety of specimens i.e. sputum, wound, stool and CSF
- Gram staining specimen slides for microscopic view, ability to read wet mounts
- Afb staining and identification of Tuberculosis bacilli.
- Register patient specimens and set up urine, stool, body fluids, genital, and miscellaneous swab cultures daily on appropriate media
- Match request by verifying patient information, date and time of collection on urine samples, stool samples, swabs, and body fluids.

Histology

- Provides customer service for questions directed to laboratory. Answers questions from patient providers regarding test processes, patient results, or sample collection techniques
- May also assist in the examination of tissues in order to determine disease or abnormality
- Assists in complex histological procedures, and repairs instruments
- Ensures quality control and functionality of instruments
- Participates in quality control initiatives. Prepares lab for inspection from regulatory institutions
- Monitors, maintains, orders and stocks laboratory equipment and supplies
- Prepares Immuno-histo-chemistry specimens that are to be sent out to reference labs and maintains a supply of packing materials and forms
- Documents the return of slides and blocks from reference
- Works as per physical demand: Occasional pushing, stooping, stretching, pulling lifting (objects 5-10 lbs). Frequent standing, sitting, walking, carrying of small objects
- Stands or sits for long periods and walks short distances for most of work shifts
- Performs routine and complex laboratory procedures within established guidelines
- Performs histologic techniques under supervision
- Assumes responsibility for keeping work area clean, neat and organized. Completes thorough cleaning at the end of work period

- Perform basic histology procedures independently (trimming, processing, embedding, microtomy, staining, coverslipping)
- Ability to embed, section and stain routine tissue with acceptable quantity and quality under supervision.
- Capable of standing continuously for up to 2 hours

Urology

- Performs urine analysis ,microscopic examination , clinical urine tests such as roth's . Benedict's for determination of abnormalities in urine.
- Performs Faecal examination, identifies complex casts, crystals other abnormal structures in urine and faeces.
- Reports to physicians regarding irrelative samples and abnormal results in case of emergencies .

Phlebotomy

- Performs phlebotomy and ward rounds including patients who need minor incisions and procedures.
- Ability to adapt to patient environment and encourage them to be in a safe zone when there is hesitation or patient is unco-operative.
- Can explain to patient collection methods of faeces,urine and semen for analysis when asked for.

Education:

Post Graduate Diploma in Management (Health) Level-8 2017

- Toi Ohomai Institute of Technology, Rotorua Relevant papers included:
Leadership in health care, strategic human resource management, Finance for managers,
Critical analysis in management, Change management, Governance and management in
health care and research.

Bachelor of Science in Medical Laboratory Technology 2015

- Indira Gandhi National Open University , India

Employment History

Medical Laboratory technician

Waikato district health board

April 2019- present

Hawkes Bay District Health Board.

August 2018- march 2019

Health care assistant

February 2018- July2018. Ultimate care

Oakland, Tauranga south

Registered Laboratory technician

July 2015 –July 2016

Varapuzha Medical centre, Kerala, India

Additional experience

Medical laboratory technician- during the last academic period of bachelor degree based on practical.

Samaritan hospital, Pazhangandu, Kizhakkambalam, Aluva, Kerala, India.

Referees:

- 1) Blessing Shadaya, charge scientist Tokoroa laboratory, Waikato district health board, mail id- blessing.shadaya@waikatodhb.health.nz
Phone-0212286711
- 2) Shelly Turner, laboratory manager, Hawks Bay district health board,mail id Shellyshelli.turner@hawkesbaydhb.govt.nz
- 3) Mary cooper, Lecturer, Toi Ohomai institute of technology, Rotorua ,email [id- Mary.Cooper@toiohomai.ac.nz](mailto:Mary.Cooper@toiohomai.ac.nz)

27 August 2025

Health New Zealand
Te Whatu Ora

University of Otago
admin.mlsc@otago.ac.nz

Kia ora PGDipMLSc Coordinator

RE: Amrutha Mereena

In support of Amrutha Mereena's application to study towards the Post Graduate Diploma in Medical Laboratory Science, I can confirm that she is registered as a Medical Laboratory Technician and has had more than three years of relevant work experience as an employee in our laboratory.

Amrutha has worked at Tokoroa Hospital Laboratory for several years and works across the main disciplines of medical laboratory science.

I consider her a highly suitable candidate for progression and am happy to support her by providing the time and resources necessary to complete the programme.

Yours sincerely



Kay Stockman

Manager: Operations Manager Laboratory Services

Clinical and Operational Support

Health NZ / Te Whatu Ora Waikato

Ngā mihi/Yours sincerely,

[signature]

Firstname Surname

Iwi if applicable

Title Te Reo Māori | Title English

Function/Service or Region/District

Previous alert



14 October 2025

Mrs Amrutha Mereena
1 Kotare Place Tokoroa
Tokoroa 3420

Student ID: 3031671

Tēnā koe Amrutha,

We are pleased to be able to offer you a place in the Postgraduate Diploma in Medical Laboratory Science at the University of Otago in 2026.

This offer is conditional on your also gaining **University Admission**.

You will be contacted regarding the outcome of your application for University Admission once a decision has been made. You can check your current progress using your student portal.

This programme is taught from the Dunedin campus and has no endorsement.

The Department of Medical Laboratory Science have advised that you will undertake the bridging pathway. Please contact them for course advice at: admin.mlsc@otago.ac.nz.

Please use the buttons to accept or decline your conditional offer of a place in the Postgraduate Diploma in Medical Laboratory Science.

Ngā mihi,

Student Administration team
Student Experience

University of Otago
PO Box 56, Dunedin 9054, New Zealand
Telephone +64 3 479 7000
email university@otago.ac.nz
www.otago.ac.nz
DUNEDIN | CHRISTCHURCH | WELLINGTON | AUCKLAND



**MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND**

TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

Mrs A Mereena
Unit 1
. Kotare place
south waikato
Tokoroa 3420

ANNUAL PRACTISING CERTIFICATE FOR 2025/2026

ISSUED TO : Amrutha Mereena

REGISTRATION NUMBER: 30-10648

IN THE SCOPE OF PRACTICE:

Medical Laboratory Technician - Full
Supervisor(s): Blessing Shadaya
Location: Tokoroa hospital laboratory

VALID FROM : 01 Apr 2025 to 31 Mar 2026

DATE ISSUED : 31 Mar 2025

Caleb Bridgeman, Registrar
Medical Sciences Council of New Zealand
PO Box 11905 Manners Street Wellington 6142

Issued under section 26 (3) of the Health Practitioners Competence Assurance Act 2003

PRACTITIONER'S OBLIGATIONS :

You are required to promptly inform the Council of any change to your addresses. You will need to login to the 'My Profile' section of the Council's website and update the changes

Please note this APC is only current at the time of issue. For up to date APC status information, please go to the 'Register' section of the Council's website www.mscouncil.org.nz

सं. IG29-75123
No.

अनुक्रमांक 117986398
Enrolment No.

इन्दिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय
INDIRA GANDHI NATIONAL OPEN UNIVERSITY

प्रमाणित किया जाता है कि *Amrutha Mereena*
This is to certify that

को निर्धारित पाठ्यक्रमों को पूरा करने और
after having passed the prescribed courses of study in the

June 2015

की परीक्षा उत्तीर्ण करने पर स्नातक उपाधि
examination is hereby awarded the Degree of

Bachelor of Science in Medical Laboratory Technology

प्रदान की जाती है।

श्रेणी / Division *First with Distinction*

[Signature]

कुलसचिव
Registrar



[Signature]

कुलपति
Vice Chancellor

नई दिल्ली / New Delhi

दिनांक / Dated August 7, 2015

The Michael Legge Higher Education Scholarship Application



Eligibility criteria | Paearu māaurau

To be eligible for this Scholarship, applicants must meet the following criteria:

- Have completed at least 18 consecutive months of employment at an appropriately accredited diagnostic laboratory within New Zealand.
- Be a registered Medical Laboratory Technician with the Medical Sciences Council of New Zealand (MSCNZ)
- Hold Associate Membership with NZIMLS.
- Have held Associate Membership of NZIMLS for a minimum of two consecutive years and remain a member for the duration of study.
- Possess a Bachelor of Science degree.
- Be enrolled, or intending to enrol, in the first year of a Postgraduate Diploma in Medical Laboratory Science at a qualifying university in New Zealand, with confirmed acceptance.
- Have the support of their current employer to undertake the qualification.

Name of applicant:

Organisation:

Commencement date in current organisation:

MSCNZ Registration Number: 30-

NZIMLS Associate Member Number:

Completion date of BSc: Endorsed in:

Name of university you are enrolled in / intending to enrol in:

Personal statement outlining suitability for the award:

I believe I am a good candidate for the Michael Legge Higher Education Scholarship as I constantly strive to perform my best and engage in practices that further my learning. Since joining Canterbury Health Laboratories I have been aiming to learn as much as I can, to become my most skillful and confident self in a career I am passionate about. I find the work I do to be very impactful, and appreciate working in an area of health where I get to help people in my community. One of my career aspirations is to become a Medical Laboratory Scientist, as this role would provide me with more knowledge across a range of topics and allow me to support my department in areas I am unable to do so currently. I hope to still further my career once reaching this goal, by attending courses and conferences held by NZIMLS & AACB. I currently work in the Endocrinology department and I am really enjoying this area of Chemical Pathology. Despite attaining my degree in a different discipline, I have embraced Chemical Pathology and hope to become a distinguished scientist one day like Associate Professor Dr Michael Legge.

Professional Referee:

Name: Catherine Rollo
Organisation: Canterbury Health Laboratories
Phone: 021 574 936

Character Referee:

Name: Bianca Malcolm
Organisation: Christchurch Football Squash club
Phone: 027 668 6444

Checklist:

- ☒ Copy of current Annual Practicing Certificate
- ☐ Curriculum Vitae (maximum two A4 pages)
- ☐ Letter of support from current employer
- ☐ Copy of degree
- ☐ Confirmation of enrolment at a qualifying New Zealand University

Elizabeth Giles

Email: bethkiwi@gmail.com

Phone: 027 254 2384

Current location: Christchurch



Professional Profile

I am currently working as a registered Medical Laboratory Technician in the Endocrinology department at Canterbury Health Laboratories. I love hands-on laboratory work and constantly learning new concepts. I am a very organised, punctual and trustworthy individual and work well with others. I enjoy challenges and always strive to perform my best.

My interests include squash, running and the outdoors, and I am also on the Christchurch Football Squash club committee as Women's Club Captain. I am originally from the West Coast and have had a love for science since secondary school. My passion for science alongside my compassionate nature to help others, has helped to shape my career path where through medical diagnostics I hope to make a difference to people's lives.

Core skills

- Perform manual and automated immunoassays
- Able to work safely in a PC2 clinical laboratory
- Chemical spills trained
- Radiation safety trained
- Hazardous substances trained
- First aid trained
- Can use microsoft office platforms and laboratory analysis software
- Use laboratory equipment (plate washer & reader, gamma counter, mass spectrometer)
- Carry out dilutions and serial dilutions
- Identify and understand data from laboratory equipment
- Understand and follow laboratory protocols
- Able to communicate effectively and efficiently with others

Work experience

Canterbury Health Laboratories: Medical Laboratory Technician
2023-current

Skills attained:

- Able to perform manual and automated immunoassays- fully trained in all assays in the Endocrinology department.
- Perform comparison studies- recently did this for the new e402 Cobas analyser.
- Make up and run in in-house QC pools.
- Registering and making up EQA programmes- time management skills.
- Super User trained on the Roche e402 Cobas analyser and in the process of Super User training for new ISYS analyser
- Health and Safety representative for Endo Lab
- Able to calibrate pipettes including multichannel pipettes- gravimetric & photometric techniques.
- Making up special PTHrP cocktail tubes and other lab reagents.
- Presentation skills- Health NZ career expo & Otago DARE days.

Previous Non-laboratory Work Experience (2017 to 2022)

IPL Plywood Factory: Production worker

Paper Plus Greymouth: Retail assistant

Skills attained:

- Working well with others in a face paced team environment
- Customer service, including phone calls
- Attention to detail- keeping production to a high standard

Education and Qualifications

- Bachelor of Biomedical Sciences from the University of Otago
- University of Otago Leaders of tomorrow scholarship
- General excellence trophy (3rd place in year 13)
- NCEA level 3 excellence endorsed
- NCEA level 1 & 2 merit endorsed

Extracurriculars

- Women's club captain of Christchurch Football Squash club (2025)
- President of Otago University Squash club (2022)
- Vice President of Otago University Squash club (2021)

References

| <u>Name</u> | <u>Company</u> | <u>Job Title</u> | <u>Contact</u> |
|--------------------|--------------------------------|-------------------------------|-----------------------|
| Catherine Rollo | Canterbury Health Laboratories | Section Head of Endocrinology | 021 574 936 |
| Natalie Winter | Paper Plus Greymouth | Retail assistant | 027 724 0885 |

Letter of Support for Beth Giles – PGDip Scholarship Application

Dear Sharon and the NZIMLS team

We are writing in strong support of Beth Giles's application for the Postgraduate Diploma in Medical Laboratory Science Scholarship, established in honour of Associate Professor Dr Michael Legge. Beth is a valued member of the Endocrinology team at Canterbury Health Laboratories, and I believe she is an ideal candidate for this scholarship and for future leadership within our service.

Beth has consistently demonstrated professionalism, reliability, and a genuine commitment to patient-centred laboratory science. She is already a key contributor in the Endocrinology department and has shown clear readiness to take on more responsibility. Her pursuit of Scientist registration is a natural and well-earned next step.

She has the full support of our SMO team, who have independently identified her as someone we should invest in. That recognition reflects the trust she's earned across the service and the value she brings to our clinical operations.

Beth's development is particularly relevant to Chemical Pathology, where her growing expertise in endocrine testing and interpretation will be critical to supporting both routine diagnostics and more complex clinical decision-making. Her transition to Scientist will allow her to contribute more meaningfully to the interface between laboratory data and clinical care—an area that aligns closely with Dr Legge's legacy of advancing diagnostic science through education and leadership.

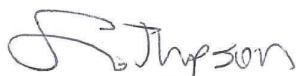
Beth has a calm and thoughtful approach to her work, and I see real leadership potential in her. With the support of this scholarship, I believe she will thrive in the PGDip programme and continue to grow into someone who could one day lead the Endocrinology laboratory.

She has our full endorsement, and I look forward to seeing her continue to develop and contribute meaningfully to our organisation and the wider laboratory science community.

Sincerely,



Catherine Rollo



Dr Simon Thompson



Dylan Davies



Dr Richard King



Dr Chris Florkowski



UNIVERSITY

OF OTAGO

WHEREAS THE UNIVERSITY OF OTAGO HAS BEEN EMPOWERED BY ACTS OF THE
LEGISLATURE OF NEW ZEALAND TO CONFER DEGREES AND AWARD DIPLOMAS
OF THE UNIVERSITY

THIS IS TO CERTIFY THAT

Elizabeth Caitlin Giles

HAS BEEN ADMITTED BY THE UNIVERSITY TO THE DEGREE OF
BACHELOR OF BIOMEDICAL SCIENCES



REGISTRAR

CHANCELLOR

DUNEDIN, NEW ZEALAND
17 December 2022 153357



**MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND**

TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

Unit 13
6 Trent St
Linwood
Christchurch 8011

ANNUAL PRACTISING CERTIFICATE FOR 2025/2026

ISSUED TO : Elizabeth Caitlin Giles

REGISTRATION NUMBER: 30-12661

IN THE SCOPE OF PRACTICE:

Medical Laboratory Technician - Full
Supervisor(s): Catherine Rollo
Location: Canterbury Health Laboratories

VALID FROM : 01 Apr 2025 to 31 Mar 2026

DATE ISSUED : 26 Feb 2025

Caleb Bridgeman, Registrar
Medical Sciences Council of New Zealand
PO Box 11905 Manners Street Wellington 6142

Issued under section 26 (3) of the Health Practitioners Competence Assurance Act 2003

PRACTITIONER'S OBLIGATIONS :

You are required to promptly inform the Council of any change to your addresses. You will need to login to the 'My Profile' section of the Council's website and update the changes

Please note this APC is only current at the time of issue. For up to date APC status information, please go to the 'Register' section of the Council's website www.msccouncil.org.nz

Application to study the Postgraduate Diploma in Medical Laboratory Science



13 October 2025

Miss Elizabeth Caitlin Giles
Unit 13
6 Trent Street
Linwood
Christchurch 8011

Student ID: 8106400

Tēnā koe Elizabeth,

We are pleased to be able to offer you a place in the Postgraduate Diploma in Medical Laboratory Science at the University of Otago in 2026.

This programme is taught from the Dunedin campus and has no endorsement.

Please ensure you read the regulations about this qualification. These regulations can be found in the University of Otago [Calendar](#) and also on the [website](#).

Congratulations on your successful application.

Ngā mihi,

Student Administration team
Student Experience

University of Otago
PO Box 56, Dunedin 9054, New Zealand
Telephone +64 3 479 7000
email university@otago.ac.nz
www.otago.ac.nz

DUNEDIN | CHRISTCHURCH | WELLINGTON | AUCKLAND

From: [Mike Legge](#)
To: [Sharon Tozer](#)
Subject: Re: Scholarships
Date: 13 November 2025 12:56:33 pm

Hi Sharon,
Many thanks.

My choice for the Scholarship this year is Elizabeth Giles. Her application demonstrated significant enthusiasm, was comprehensively prepared with care and had significant support from her senior staff. She must be an impressive worker and would benefit from the Scholarship. I know Council decision is final but between the two she stood out for me.

Very disappointing that notihng was received for AUT.

Best wishes
'Mike

From: Sharon Tozer <sharon@nzimls.org.nz>
Sent: 13 November 2025 12:26

Journal Report

This report covers the period 20 August - 13th November 2025

We have received 5 submissions during this period. Of these, 1 article has been accepted for publication in March 2026.

There are 11 papers currently in progress; 5 are out for peer review, 2 are yet to be assigned a reviewer and the average number of working days for review is 35.

Four peer reviews are with authors for suggested major revisions, due to the length of time since reviews were sent, authors have been notified that these articles may be withdrawn from submission if they have not resubmitted or communicated their intent to resubmit by the end of December 2025.

At time of writing this report, 2 accepted papers are scheduled for publication in the March 2026.

Current activities:

1. Request council discussion on the criteria for winning the 2025 Rob Sieber's Journal Prize. The Editorial team would welcome Council discussion on eligibility and/or awarding a prize for 2025
 - In the past, the prize has been awarded to authors who are current financial NZIMLS members published in each calendar year. This year, the recommendation for the winning article is by a primary author who is not a member, but whom their co-authors.
 - The article for consideration: *Suzanne Manning, Max Bloomfield, Samantha Hutton, Megan Burton, Charles Velasco, Claire Tarring, Rhys White and Koen van der Werff*. Implementing nanopore sequencing in a clinical laboratory: a social systems case study. 2025; 79(1): 25-29. [ESR and Awanui Labs, Wellington].
2. The Digital Object Identifier (DOI) white paper submitted to Council in August has been reviewed and agreed to be revisited at the November Council meeting for discussion and approval. *Included with this report*.
3. The Editorial Team are meeting in Dunedin on the 8th of December, Agenda includes:
 - Updating the guidance information and website for the Journal and Author information and links
 - Planning project for Inclusion of doi numbers for published articles using CrossRef
 - Author and reviewer mentoring for NZIMLS members
 - An online submission process
 - Scopus – function and utility (citation records)
 - Publication of ASM meeting abstracts
4. The new Journal cover competition has closed and was well received by members with 15 entries. The winning designs are shared with the Council here before notifying the winners.
 - The Council has agreed in principle to award 2 entries separately one for the 80th Anniversary cover and one for the following year:
 - 🕒 2026 - 80th anniversary editions - Kelly Craig
 - 🕒 2027 - (& 2028 TBD) - Isla and Juliet Revell

Thank you to the Council members for continuing to source and advocate for these stories.

Kind regards

Lisa Cambridge, Editor

ISSN 3021-2529 | VOLUME 80 | EDITION 01 | MARCH 2026

NEW ZEALAND JOURNAL OF MEDICAL LABORATORY SCIENCE



80
years

OFFICIAL PUBLICATION OF THE NEW ZEALAND INSTITUTE
OF MEDICAL LABORATORY SCIENCE INCORPORATED

NZIMLS
THE NEW ZEALAND
INSTITUTE OF MEDICAL
LABORATORY SCIENCE

New Zealand Journal of

Medical Laboratory Science

2

ISSN 3021-2529

VOLUME 79 NUMBER 02 JULY 2025

**Official Publication of
The New Zealand Institute of
Medical Laboratory Science Incorporated**



Kia ora,

Please find attached our proposal for a new front-page design for the NZIMLS Journal. This collaborative submission combines perspectives from both medical science and the visual arts, with the aim of creating a cover that honors the journal's history while reflecting a progressive, inclusive, and people-focused future.

At the heart of the design is the theme "People before Process", with visual elements that include:

- Imagery of people working together to build a way forward, symbolising collaboration, mentorship, and collective progress in medical laboratory science.
- Celestial imagery representing growth, aspiration, and innovation.
- A koru motif, acknowledging tangata whenua and reflecting values of inclusiveness, unity, and regeneration.
- A colour palette inspired by the journal's historical issues, linking past and future.

Created using Clip Studio Paint, the artwork is the result of a sisterly collaboration between:

Isla Revell - Bachelor of Medical Laboratory Science (BMLSc)

Juliet Revell - Bachelor of Screen Arts (BSA)

We are especially proud to share this as a reflection of Juliet's creative vision and perseverance. She has overcome significant personal barriers related to her autism diagnosis and learning challenges, and this project is a celebration not just of artistic talent, but of resilience, growth, and creativity.

We believe this design strongly aligns with the NZIMLS vision and would be proud to see it represent the profession in this next chapter.

Please don't hesitate to reach out if any further information is required or if you'd like us to provide the design in alternative formats.

Ngā mihi nui,

Isla Revell & Juliet Revell

NZIMLS member: 8907

From: [NZIMLS Editor](#)
To: [Sharon Tozer](#); [Mike Legge](#); [Holly Perry](#)
Subject: Potential guidelines for the Rob Sieber Journal prize
Date: 19 November 2025 9:41:00 am

Hi

I had a somewhat confusing response from Rob but have gone ahead and collated information and earlier comments into some proposed draft guidelines for discussion, I accept the wording needs refinement

Eligibility:

1. If the 1st author is a current financial member of the NZIMLS or
 - a. If the 1st author is not a member but the 2nd (corresponding or generally last named senior) author is a member, then the 2nd author is eligible (if article has no more than two authors)
2. For 2 authors only, the prize may be shared between the 1st author and 2nd author as both members
3. If there are 3 or more authors, then the 1st author and the corresponding author (senior author) would be eligible dependent on whether both or the senior author is a financial member.

Based this criteria, 2025 articles eligibility are follows:

1. *Paula E Keating*. [no] Regulatory oversight on medical laboratory tests in Aotearoa New Zealand. 2025; 79(1): 4-7 [*Canterbury Health Labs*] = *Not eligible*
2. *Suzanne Manning* [no - 1st author], *Max Bloomfield* [no], *Samantha Hutton* [yes], *Megan Burton* [yes], *Charles Velasco* [yes], *Claire Tarring*. [yes], *Rhys White* [no- corresponding author] and *Koen van der Werff* [yes]. Implementing nanopore sequencing in a clinical laboratory: a social systems case study. 2025;79(1): 25-29. [ESR, Wellington] = *Not eligible (but a worthy mention)*
3. *Savannah C Young* [yes - 1st author and corresponding author], *Ben G Paterson* [no] and *Dhana S Gounder* [no]. A curious case of haemolytic disease of the newborn caused by cold-reacting Anti-M: a New Zealand case report. 2025; 79(2): 57-60 [NZBS, Palmerston North] = *Eligible*
4. *Yassar Alamri* [no - 1st author and corresponding author], *Polly Davison* [no], *Charlotte Reay* [no], *John Geddes* [no] and *Christopher Florkowski* [no]. Pyroglutamic acidosis: an under-recognised cause of high anion gap metabolic acidosis with multi-factorial aetiology. 2025; 79(2): 65-66. [*Canterbury Health Labs*] = *Not eligible*

5. Reza Nemati [*yes - 1st author and corresponding author*] and Christopher James McEntyre [*no*]. A rare presentation of apolipoprotein B - related familial hypobetalipoproteinaemia: a case report 2025; 79(3): 117-119 [*Canterbury Health Labs*] = Eligible

So from above and general consensus from the Editors, Savannah Young would be the winner of this year's Journal prize, with final vote needed from Tony as NZIMLS President - if we are in agreement, I can email Tony and let him know, if you can clarify my report notes and the next Council meeting (Mike or Sharon)? - or I can revise them and resend- just let me know.

Thanks a lot

Lis

| Project Charter | | | | |
|---|---|---|---|---|
| Project Title | DOI registration for published articles in New Zealand Journal of Medical Laboratory Science | | Project Lead: Lisa Cambridge, Editor | Project Sponsor: NZIMLS Council |
| Start Date | January 2026 | Completion Date | TBC Project completion is expected when 2026 DOI numbers have been correctly entered, referenced and assigned in their publication and provided to authors. | |
| Purpose | Digital Object Identifiers (DOI) are a unique and persistent identifier to trace information (physical, digital or abstract) including Journal articles, research reports, data sets and official publications and can be used by humans and by software technologies. The aim of a DOI is to tag and track information including online location and provides a stable and permanent link rather than relying on an URL. CrossRef is a DOI registration agency provides services to register and update metadata using International Standard ISO (ISO26324:2025) citation practices to define syntax, description and resolution of information | Scope | <ul style="list-style-type: none">Research, case studies, scientific letters, reviews and articles, editorials accepted for publication in the NZ J Med Lab Sci from 2026 onwardsArticles within the scope of the major disciplines of medical laboratory science, pathology and articles of interest to the profession. | |
| | | Exclusions | <ul style="list-style-type: none">Regular Journal features will be excluded from DOI registrationArticles published prior to Volume 80 (2026) will be excluded at this time of registration | |
| Summary statement: Publication and communication of scientific and laboratory content are important for our members and key to the ongoing and future success of the Journal as an independent and professional open-access platform. Online articles and Journals are part of the modern publishing landscape, and the use of Digital Object Identifiers provide a crucial tool in the management of articles ensuring enduring accessibility, visibility and impact of research and communication across the profession support authors with their career. | | | | |
| Tasks/Deliverables | | Benefits | | |
| Phase I <div>1. Establish project timeline and task plan for implementation</div> <div>2. Assess eligibility criteria, membership terms & conditions, current country sanctions and IP Rights.</div> <div>3. Determine training and expected administration costs</div> <div>4. Determine requirements for Issu platform usage and compatibility with CrossRef</div> <div>5. Determine suitability to meet all Journal ethics, copyright and open-access criteria requirements etc</div> Phase II <div>6. Complete registration with CrossRef registration agency (www.crossref.org), pay any annual fees</div> <div>7. Assigned unique prefix for NZ J Med Lab Sci</div> <div>8. Enter metadata for each 2026 article into CrossRef database in a timely manner</div> | | <ul style="list-style-type: none">Ability to update/correct existing records and retrieve metadata and link referencesMetadata is freely and openly shared in a consistent and technology-friendly wayNo need to duplicate information across multiple partiesAccess to tools to support research integrity – e.g. Similarity Check for text-based plagiarism from published and web contentProvides landing pages for each article with full bibliographic information, displayed as a URLA method of accessing full text content | | |
| Risk | | Mitigation | | |
| <ul style="list-style-type: none">Poor metadata entry, complicated processesHeavy training requirements for use of CrossRefAdministration costs for ongoing data entry and management are too time consumingLoss of traceability and errors in doi and inability to meet membership criteriaCorruption of data and data integrity | | <ul style="list-style-type: none">Ensuring appropriate training and guidance is availableEnsure all information and metadata information is understood and data entry is checkedProviding sufficient and ongoing resources for project.CrossRef is a cloud-based and hosting services responsible for maintaining infrastructure and data integrity. | | |
| Financial | | | | |
| Annual Fee (USD\$) (Tier - <USD\$ 1 million revenue) | | | | \$275 |
| Content Registration Fees (USD\$) One-time fees for the initial registration of each DOI record - <i>Original Articles, Reviews, Case Studies, Editorials and Scientific Letters from 2026 onwards per current record</i> (“Current record” prices are for content that was published in the current calendar year + the previous two calendar years) | | | | @\$1 per record <i>estimated annual cost for < 20 articles/year</i> \$20 |
| Additional costs: Training and NZIMLS administration resources to routinely register and maintain articles and membership | | | | TBA* |
| Annual Similarity Check Fees (optional for 1-100 document checks per year) | | | | \$55 |
| Exclusions: Registration of backfile records = USD\$0.15/record (“Backfile record” prices are for content older than the previous 2 years) | | | | N/A |
| Annual Cost \$USD/NZD | | | | \$350/\$620* |
| Other Considerations | | | | |
| <div>1. Overarching application, management and implementation will be the responsibility of the Project Lead (Lisa Cambridge) and the Executive Officer (Sharon Tozer), updates and reports will made to Council as requested</div> <div>2. Ongoing management and administration of the CrossRef account will be the responsibility of the Editor within their role and responsibilities of their contract. Additional costs for hours of work will be calculated and presented to Council for approval in 2026.</div> | | | | |
| Authorisation: The project leader is authorised to proceed with the project according to these terms of reference. Any amendments to this project must be authorised by the NZIMLS Council | | | | |
| Project Sponsor: | | | Date: | |

NZIMLS Council Members

PO BOX 505

Rangiora

7440

New Zealand

To whom it may concern,

RE: **Technician Representative – NZIMLS Council**

Kei te rangatira, tēnā koe

Ko Ingarangi

te whakapaparanga mai

(engari)

Ko Taranaki te whenua tupu

Kei Otautahi au e noho ana

He turu kaitiaki o tikanga a tupapaku wairua au i

Ko Katy Rose Taylor toku ingoa

Tēnā tātou katoa

For as long as I can remember, I have strived to achieve excellence in the field of medical laboratory science. Whilst my job history shows a long and convoluted process to where I am today, I am grateful for every opportunity that has guided me to the position I currently hold with Health NZ, Te Whatu Ora. My current position as a qualified forensic mortuary and histology technician, shows I lack neither the tenacity, nor discipline to achieve every goal I set my mind to.

In January 2019, my family supported me hugely, when we relocated to Canterbury for the opportunity for me to work in a forensic post-mortem facility. Both my husband and I, our two children, and pets, moved from Taranaki, where we have spent our entire lives, so that I could embrace new employment possibilities. I, along with one other, managed Taranaki Mortuary until its closure in September 2018. I also completed my QMLT (qualified medical laboratory technician) in Histology the previous year, which allowed me to work in the anatomical pathology lab preparing tissue for examination. Prior to this I was still employed within the same laboratory in a Head of Department, Medical Administration role. This role required a great number of skills, not least specimen registration, visit entry auditing and dictation typing for anatomical pathology reports.

The last six years with CDHB, working in the position of 'Mortuary Technician' has allowed me monumental exposure to forensic and anatomical science. I understand the physiology behind specific tissue structures and have the confidence to discuss findings with patients to ensure clarity and consent.

Whilst working full-time in my mortuary role, I take great joy in research and quality improvement systems, working alongside IANZ to become a 'technical expert' in both my scientific fields and holding the 'Quality Assurance Officer' title for Christchurch Forensic Pathology Service.

I enjoy presenting work at scientific CPD seminars, and I am passionate about continuing professional development and building on existing knowledge.

I was lucky enough to become a member of the Expert Advisory Group who recently, have been tasked with reviewing the QMLS and QMLT/QML-PAT technician scopes of practice and codes of competency.

I have enjoyed this work immensely, further adding to my knowledge of government legislation review/implementation, and how it pertains to the medical laboratory professionals who work in each discipline.

It has opened my eyes to the challenges that our profession is facing, particularly in regards to career progression and recognition.

Whilst a bridging programme exists for **those with a (relevant) Bachelor's degree**, to transition from technician to scientist,

there is currently no pathway for QML technicians;

- who have been in medical laboratory science for years in a technician role,
- have demonstrated extended competence capable of achieving scientist level

but are unable to financially afford to leave work to study the Bachelor of Medical Laboratory Science or relevant undergraduate degree.

I am a fierce advocate for the creation of such a pathway.

In addition, the PgDipMLS does not include forensic pathology/mortuary training.

There is no scope or recognized role requirements at present for technicians in the mortuary discipline should they even wish to transition to a scientist, with all roles currently filled by technicians NZ wide.

With the removal of the requirement for

- anatomical pathologists to complete post-mortem work
- and the minimum post-mortem percentage requirements that hospitals need to maintain accreditation now no longer required,

we have seen a decline in capable mortuary professionals choosing to pursue forensic pathology.

The landscape of forensic pathology in NZ is changing.

As a technical expert with IANZ, I have gained insight into how the mortuary facilities and technicians are feeling in light of recent changes (such as CT integration and the private vs public arena in which the coronial system is established on).

The situation is bleak for many.

There is a huge discrepancy developing between the level of knowledge required from technicians in the major centres vs our rural satellite mortuaries. Not enough is being done to ensure competency in technical skill is maintained, and there are now mortuary technicians who are subject to skill 'blunting' due to inadequate exposure to many mortuary tasks.

Becoming a council member of the NZIMLS would be an additional area in which I feel I could really contribute. I have a strong work ethic, believing that the standard you walk past, is the standard you set.

My journey with tikanga has been one in which I continue to build on year after year. The importance of acknowledging one's spiritual practices and beliefs is never more crucial, than when you are assisting whanau to maintain tikanga process in the death of a loved one. I work with pure intention, privileged to be a turu kaitiaki o tupapaku wairua. (*temporary guardian of the deceased spirit*).

I communicate easily with the younger laboratory professionals coming through, many of which I have tutored through the NZIMLS technician qualification or encountered during my various speaking engagements.

Above all, I have a strong desire to protect the integrity of our respective disciplines by ensuring all staff operate within the regulations and best practice guidelines. To this end, I have strong knowledge on the background legislation that underpins our service delivery – The Coroners Act 2006 and The Human Tissues Act 2008.

Please do not hesitate to contact me should you require any additional information.

Kind regards

Katy Taylor

KATY ROSE TAYLOR

FORENSIC PATHOLOGY TECHNICIAN

39b Fairfield Way,
Rolleston

0277582004

mylilpoppet@hotmail.com

BACKGROUND



"The only way to do great work is to love what you do".

As a 40-year-old married female with two teenage children, I have spent many years seemingly working towards, and tapering my career in a niche scientific discipline. One in which there is constant change and an inherent obligation to never stop learning. This has afforded me opportunities to learn the mechanisms of disease, primarily those of which can cause sudden unexpected death. In my work, I practice reverence and respect for the tupapaku and take pride in knowing my guidance has assisted future medical professionals into forensic pathology and helped countless families in their most difficult moments. I have a strong desire to educate in the areas of anatomical science. My extensive work history in relevant medical disciplines, along with an inherent passion for pathology allows me strong confidence in my ability to communicate critical information effectively. As a senior member of my team, I am regarded as one of the most experienced technicians in forensic pathology in NZ and I take great resolve from helping assess new candidates navigate the complexities of the mortuary qualification through the NZIMLS Mortuary Technician examination and syllabus and auditing different facilities through my technical expert role with IANZ.

WORK HISTORY

- **Senior Forensic Mortuary Technician, Quality Assurance Supervisor 2019 – Current**
Te Whatu Ora – Waitaha, Canterbury
- Doubled Qualified Medical Laboratory Technician in the discipline of Histology & Mortuary Hygiene and Technique
- Member of NZIMLS (New Zealand Institute of Medical Laboratory Sciences)
- Member of MSCNZ (Medical Science Council of New Zealand) EAG Scope of Practice Review and Code of Competencies

***Awarded Runner up
– Best Presentation
NZIMLS South Island
Seminar 2021***

- Recipient of the Allied Health and Scientific InterProfessional Team Award 2025
- Recipient of the Operation Deans Citation Ribbon from NZ Police for work undertaken during the DVI Massjid Al-Noor and Linwood Islamic Centre terrorist attack
- Technical Expert in Mortuary Hygiene and Technique – IANZ New Zealand
- NZIMLS external contractor – Examiner (historical)
- Internal Quality Control and Audit Officer – CDHB Mortuary

SCIENTIFIC PRESENTATIONS

- Friction ridge rehydration and its application in a forensic post-mortem setting
- The paradox of informed consent
- NZ's darkest day – Christchurch mortuary and our response to March 15, 2019
- The legislative requirements of natural death care
- Super-Poop – Faecal microbiota transplantation
- The Autopsy Talks
- The decline of the clinical autopsy
- The Pike River Mining tragedy
- Tissue and Organ Retention
- The Last Call – An investigation into body disposition methods
- The fat little mouse and the chimpanzee – How gut microbiota can influence metabolism
- Get excited! – How to reap passion from a profession in death
- Cadaveric Pro Sections – has the end finally come?
- Intestinal volvulus – a post mortem case
- Walking corpse syndrome
- The perinatal post-mortem

STRENGTHS

- A passion for anatomy and physiology with strong personal interest in forensics and crime scene analysis
- High level knowledge of implementation of ISO151:89;2022 in a mortuary facility
- Externally contracted technical expert for IANZ – Mortuary

- Extensive knowledge of post-mortem procedures in accordance with the NZ Coroners Act 2016, NZ Human Tissue Act
 - Passionate about education in the forensic pathology discipline
 - Effective prioritisation of tasks and high throughput of work under notably 'vicarious trauma' environment
 - A strong working knowledge of Te-Tiriti o Waitangi & its application in the provision of DHB equitable health outcomes.
-
- A passion for remaining culturally competent in all aspects of tikanga and the delivery of the service for our Māori families.
 - Strong relationships with technical colleagues throughout the motu, developed through years of engagement activities.

REFERENCES

- Dr Gerard McCarthy - Anatomical Pathologist
Taranaki Pathology Services
(06) 7590509
- Dr Leslie Anderson – Clinical Director - Forensic Pathologist
Canterbury Health Laboratories
0274332464
- Melissa Bloxham – Anatomical Pathology Technician/Cut up Supervisor
Canterbury Health Laboratories
(03) 3640300 extn 89462
- Gloria Crossley – Service Manager
LabCare Pathology, Taranaki Base Hospital (retired),
Past General Manager, Canterbury Health Laboratories
Gloria.Crossley@cdhb.health.nz
- Andrew Gilkison –Forensic Pathologist/Radiologist,

Te Whatu Ora, Waitaha Canterbury
Andrew.Gilkison@cdhb.health.nz

- Brian Hollis – Lead Assessor, IANZ
0276837214
BHolliss@ianz.govt.nz
-

Biographical Sketch

My name is Masika Alexia Paky, and I am a dedicated and highly skilled Medical Laboratory Professional with over three years of experience across microbiology, biochemistry, and specimen processing. I am currently based in Auckland, where I work as a Medical Laboratory Technician at Awanui Labs. In this role, I play an integral part in maintaining diagnostic accuracy, quality assurance, and laboratory safety.

My technical expertise includes operating MALDI-ToF mass spectrometry, Sysmex UF/UD analysers, and Roche diagnostic systems. I am also highly proficient in using the Ultra Nova Laboratory Information System, ensuring precision in data management and compliance with regulatory standards. These experiences have deepened my commitment to operational excellence within accredited laboratory environments.




Beyond my technical work, I have demonstrated strong leadership and advocacy capabilities. As my department's Health and Safety Officer and Union Delegate, I have consistently championed staff wellbeing, equitable workplace practices, and effective communication between management and technical teams. These roles have equipped me with the ability to represent the interests of Medical Laboratory Technicians and foster collaboration within multidisciplinary teams—skills that align closely with the responsibilities of a Technician Representative on the NZIMLS Council.

I hold a Graduate Diploma in Science (Medical Microbiology & Transfusion Science) and a Bachelor of Science (Biomedical Science & Microbiology) from Auckland University of Technology. In 2025, I achieved Medical Laboratory Scientist registration with the Medical Sciences Council of New Zealand, marking an important milestone in my professional development and reinforcing my commitment to lifelong learning and growth in this field.

Outside of my professional life, I am involved in my community as an Event Planning Coordinator with the Okapi Alliance NZ, where I help plan and manage community events and initiatives. This work reflects my passion for representation, inclusion, and engagement—values that I would bring to the NZIMLS Council to strengthen the collective voice of Medical Laboratory Technicians across the country.

I believe my combination of technical expertise, leadership experience, and dedication to professional advancement makes me a strong candidate for the Technician Representative role. I am committed to fostering communication, support, and recognition for technicians throughout New Zealand's medical laboratory science community.

MASIKA ALEXIA PAKY

 faida.masika@gmail.com |  +64 21 025 41028 |  Auckland, New Zealand

PROFESSIONAL SUMMARY

Experienced Medical Laboratory Professional with 3+ years of comprehensive laboratory experience across microbiology, biochemistry, and specimen processing. Currently transitioning from Medical Laboratory Technician to Medical Laboratory Scientist registration with the Medical Sciences Council of New Zealand. Demonstrated expertise in advanced diagnostic technologies, quality assurance, and operational support with proven leadership capabilities in health and safety management and staff representation.

EDUCATION

Graduate Diploma of Science | *Medical Microbiology & Transfusion Science*
Auckland University of Technology | 2023-2025

Bachelor of Science | *Biomedical Science & Microbiology*
Auckland University of Technology | 2017-2020

PROFESSIONAL EXPERIENCE

Medical Laboratory Technician - Microbiology | *Awanui Labs*

September 2021 - Present

Advanced Diagnostic Operations:

- Execute comprehensive microbial identification protocols using MALDI-ToF mass spectrometry technology for rapid pathogen detection and clinical decision support
- Perform specialised throat culture analysis with interpretation of microbial growth patterns and pathogen differentiation
- Conduct advanced urine microscopy utilising Sysmex UF and UD analysers, ensuring precise diagnostic accuracy for urinary tract pathology detection

Quality Assurance & Documentation:

- Maintain meticulous documentation standards within LIS Ultra Nova system, ensuring comprehensive patient record integrity and regulatory compliance
- Implement rigorous sample preparation protocols and contamination prevention measures to maintain laboratory accreditation standards
- Demonstrate expertise in microscopic examination techniques for cellular element identification and urological abnormality detection

Leadership & Safety:

- Serve as Health and Safety Officer, implementing laboratory-wide safety protocols and risk management procedures
- Function as Union Delegate, representing departmental interests and facilitating effective workplace communication
- Provide escalation support for complex technical issues as the primary night shift point of contact

Medical Laboratory Technician - Biochemistry | *Awanui Labs*

March 2022 - September 2022

Equipment Management & Quality Control:

- Operated and maintained sophisticated Roche diagnostic systems (e8000, e801, c513, PVT) with advanced troubleshooting capabilities
- Executed comprehensive quality control protocols, minimising equipment downtime and ensuring optimal analytical performance
- Managed reagent inventory and calibration procedures, maintaining continuous laboratory operations and workflow efficiency

Operational Excellence:

- Maintained laboratory environmental standards and organisational systems in compliance with health and safety regulations
- Coordinated outstanding test management, ensuring the timely completion of analytical procedures and result reporting
- Demonstrated proficiency in preventive maintenance protocols and technical problem resolution

Event Planning Coordinator | *Okapi Alliance NZ*

2022-2024

Community Engagement & Event Management:

- Collaborate with organisational leadership to plan and coordinate community events and initiatives
- Demonstrate strong organisational and project management skills in event logistics and execution
- Contribute to community outreach and engagement activities, showcasing interpersonal and communication abilities

COVID Data Administrator | *Auckland District Health Board*

July 2021 - September 2021

Healthcare System Support:

- Coordinated health professional vaccination scheduling and availability management during the critical pandemic response period
- Operated the COVID-19 Immunisation Register (CIR) with expertise in patient data management and vaccination record verification
- Facilitated Ministry of Health communications for National Health Index (NHI) number creation and patient record integration
- Processed vaccination consent documentation with strict adherence to confidentiality protocols and data security requirements

CORE COMPETENCIES

Technical Expertise:

- Advanced Laboratory Equipment Operation (Sysmex UF/UD, Roche Diagnostics, MALDI-ToF)
- Laboratory Information Systems (LIS Ultra Nova, CMS, Unity, Infinity)
- Microbial Identification & Culture Analysis
- Quality Control & Assurance Protocols
- Biosafety & Contamination Prevention

Professional Skills:

- Regulatory Compliance & Documentation
- Equipment Troubleshooting & Maintenance
- Data Management & Analysis
- Cross-functional Team Leadership

- Stakeholder Communication & Liaison

Leadership & Communication:

- Health & Safety Management
 - Staff Representation & Advocacy
 - Professional Healthcare Communication
 - Training & Mentorship Capabilities
 - Operational Problem Resolution
-

PROFESSIONAL ATTRIBUTES

- **Precision & Accuracy:** Consistently deliver meticulous attention to detail in all laboratory procedures and documentation
 - **Adaptability:** Successfully navigate diverse laboratory environments and evolving technological requirements
 - **Leadership:** Proven ability to guide teams and implement operational improvements
 - **Communication:** Effectively collaborate with healthcare professionals, management, and regulatory bodies
 - **Problem-Solving:** Demonstrate analytical thinking and innovative solutions for technical and operational challenges
 - **Confidentiality:** Maintain the highest standards of patient privacy and information security
 - **Efficiency:** Optimise workflows and prioritise tasks to meet critical deadlines while maintaining quality standards
-

PROFESSIONAL DEVELOPMENT & CERTIFICATIONS

- **Medical Sciences Council Registration:** Registered as MLT since October 2021
 - **Medical Sciences Council Registration:** Registered as MLS since September 2025
 - **First Aid Certification:** Foundation First Aid from Triple 1 Care EXP: 09/09/2026
 - **Health and Safety Certification:** Health and Safety Representative Initial Training from Safety N Action on 09/12/2024
-

References Available Upon Request

Carolyn Kamper
34D Sophia Street
ROTORUA 3015

To whom it may concern

I wish to apply for the Pre Analytical Role on the NZIMLS council.

When I heard about the role, I felt the need to apply.

I am employed as a Phlebotomist for Pathlab Lakes, where I work in the Rotorua collection rooms, and also the Rotorua Hospital.

I am also employed on call for the New Zealand police as a Blood Sample collector (for Evidential Blood Analysis) in the Rotorua area.

My current and previous roles have required me to take responsibility for the wellbeing of people in my care, working in community and hospital settings. The often-complex needs of patients and clients have instilled in me a strong and empathetic work ethic.

I communicate effectively, whether written or verbal, with friends, colleagues, patients and their families, hospital staff, nurses, doctors and administrative teams.

I am a pleasant person to be around and well-liked amongst the staff at Pathlab. I have strong professional relationships within Patient Services, and also the staff at the Lab. Giving me the confidence to represent the members accordingly.

To have a role on the council, would be a huge honour.

I feel I have the right grounding to take on the role and am keen to listen, learn and to upskill in any future opportunities.

I'd appreciate the opportunity to discuss this position with you further, and what value I might bring.

Yours sincerely

Carolyn Olsen

Carolyn Olsen

Address: 34d Sophia Street, Rotorua | Phone: 027 3078105

EMPLOYMENT

2021 - Current **Phlebotomist**
Pathlab

Pathlab is a Medical Laboratory, providing services to the Lakes, BOP and Waikato regions.

I work in Rotorua as a Phlebotomist for the Patient services team.

I work at the Haupapa Street Collection site, Rotorua Hospital and Ngongotaha Medical Centre. I also cover Taupo and Tauranga if and when needed and short staffed. I do the domiciliary run, visiting rest homes and home visits for patients unable to come to the collection sites.

I am the Health and Safety Representative for the Haupapa site.

I also cover reception when needed.

I am honest, reliable and I pride myself on my ability to deal with any member of the community, treating them with dignity, respect and courtesy.

Experienced Phlebotomist | Qualified Medical Pre Analytical Technician (Phlebotomy) | Current Annual Practicing Certificate | Daily duties include the collection of blood samples, capillary collects, venesections, and mycology specimens, following policy and procedures and explaining procedures to patients carefully | I provide excellent customer service to all the patients that I come in contact with and have empathy and a good bedside manner | I maintain confidentiality and adhere to the Code of Health and Disability | I assist with patient inquiries, scheduling appointments, answering incoming calls and taking payments, as well as communicating with other lab departments, Hospital and medical centre staff | I work within a busy team, but also work efficiently on my own |

2023- Current **NZ Police**
Phlebotomist

I am employed on call for the NZ police, to take venous blood specimens from persons suspected of committing offences against the land transport act. I am called out to sights directed by the police such as the Rotorua police station or mobile booze bus to take the samples as required, on a week on week off roster.

Carolyn Olsen

Address: 34d Sophia Street, Rotorua | Phone: 027 3078105

2014 - 2021

Support Worker
Step Ahead Therapy

Step Ahead provides rehabilitation services for adults with traumatic brain injuries, supporting clients on a one-on-one basis. I work alongside clients to achieve goals set within their individual ACC programs, timelines and within contracted dates. I work closely with a multi-disciplinary team, including Occupational Therapists, Physiotherapists, Speech & Language Therapists, Psychologists, Psychiatrists and other health professionals. I have experience with non-verbal clients, and the use of Tobii Eye Gaze assistive communication device; as well as complex high-needs clients.

Implement exposure therapy techniques and strategies | Assist clients with exercise and gym programs | Support clients to participate in community activities | Encourage and promote independent functioning and self-esteem | Build and maintain relationships with clients and their families/whānau | Advocacy | Brainstorm new ideas and opportunities | Support clients to have meaningful lives | Weekly reporting and feedback | Update progress reports.

2014 - 2021C

Tutor
S4 Holdings Ltd

Supported Activities Group supports adults with traumatic brain injuries, working alongside a team of staff and therapists. I am involved in all aspects of the program and activities, including art, craft, music, cooking, gardening, health, social and community involvement. I work with a wide range of clients, all with different needs, and can adapt quickly to their needs as required. I often dealt with clients' challenging behaviour, depression, inappropriate and angry outbursts, fatigue, and cognitive issues. I always encourage clients to take advantage of opportunities/activities where they can practice skills to maximise participation in areas of life important to them.

Arranging and organising group activities for clients | Providing support to achieve individual goals | Community outings | Seizure management | Daily reporting | Purchasing supplies | Set-up and pack-down of group facilities | Forward planning of new ideas, activities and projects for the group and clients | Implementation of monthly planning calendar.

Carolyn Olsen

Address: 34d Sophia Street, Rotorua | Phone: 027 3078105

QUALIFICATIONS

- NZIMLS Medical Laboratory Pre Analytical Technician
- Health & Safety Level 1 and 2
- Health & Wellbeing (Level 3)
- Full Driver's Licence
- Sixth Form Certificate – Accounting, English, Mathematics, Geography, Art.
- Fifth Form Certificate – Accounting, English, Mathematics, Geography, Science.

PROFESSIONAL DEVELOPMENT

| | |
|------|--|
| 2025 | NZIMLS Preanalytical Special Interest Group meeting |
| 2020 | De Escalation Training Ann Marie Voss - Psychiatric Nurse, Rotorua Hospital |
| 2020 | Cultural Training Ken Mauirere - Māori Protocol, Basic Language, Customs and traditions, Bicultural & Multicultural Society |
| 2020 | Northern Rehabilitation Network Forum <ul style="list-style-type: none">• Perspective from a Family's Point of View• Brain Injury Whānau Action Project• Practical approach to strategies with behaviours that challenge• Insomnia TBI |

INTERESTS

Cooking | Art | Gardening | Family Activities

STRENGTHS

I am honest, reliable, punctual and loyal. I am equally confident working alone or as part of a team, in often busy and stressful environments. I have a proven ability to deal with distressed and agitated clients with compassion and integrity. My verbal, non-verbal and written communication skills are excellent. I am respectful of confidentiality and responsible in delicate personal situations. My computer skills are of a high standard, and I am proficient with Microsoft Office. I take pride and ownership in my work, and am able to set goals and work towards them, following through to complete tasks.

REFEREES

| | | | |
|---------------|-------------|---------------------------------------|--------------|
| Carol Branson | Pathlab Ltd | Manager Patient Services - Phlebotomy | 027 564 2710 |
|---------------|-------------|---------------------------------------|--------------|

Privacy Statement – New Zealand Institute of Medical Laboratory Science (NZIMLS)

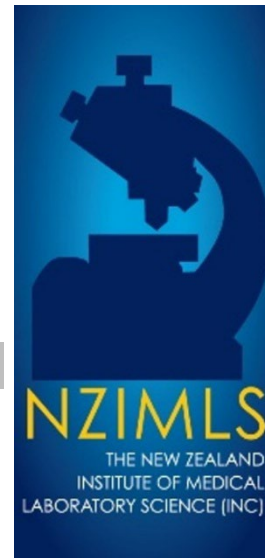
In accordance with the Privacy Act 2020, personal information held by the New Zealand Institute of Medical Laboratory Science (Inc.) (NZIMLS) will be collected, stored and used in a way that is lawful. We may collect personal information from you, including information about your:

- Name
- Contact information
- Location
- Computer or network
- Interactions with us

We collect your personal information to do work directly related to the mission of this charity.

You have the right to ask for a copy of any personal information we hold on you and ask for it to be corrected if you think it is wrong. If you would like to ask for a copy of your information, or have it corrected, please contact the Chief Executive Officer at: sharon@nzimls.org.nz.





The New Zealand Institute of Medical Laboratory Science (Inc.)

Council Charter

Introduction

This Council Charter sets out the role, responsibilities, structure, and processes of the Council of the New Zealand Institute of Medical Laboratory Science (Inc.) (NZIMLS). It serves as a guiding document to ensure the Council operates effectively and in compliance with the Incorporated Societies Act 2022, the NZIMLS's constitution, and other relevant laws.

Purpose of the Council

The Council of the NZIMLS is responsible for overseeing the governance and strategic direction of the organisation to ensure it achieves its purpose and objectives, as outlined in its constitution. The Council ensures the NZIMLS operates efficiently, ethically, and in the best interests of its members. The Council is responsible for the strategic objectives of the NZIMLS, not the operational objectives (which is the responsibility of the Chief Executive Officer.)

Responsibilities of the Council

The Council's responsibilities include, but are not limited to:

- **Strategic Direction:** Setting and reviewing the strategic direction and objectives of the NZIMLS.
- **Governance and Oversight:** Ensuring effective governance, including the monitoring and evaluation of the NZIMLS's performance.
- **Financial Management:** Overseeing the financial sustainability of the NZIMLS, approving budgets, and ensuring accurate financial reporting.
- **Risk Management:** Identifying and managing risks to the NZIMLS, including legal and financial risks.
- **Compliance:** Ensuring the NZIMLS complies with all applicable laws, including the Incorporated Societies Act 2022 and any relevant regulations.
- **Leadership and Succession Planning:** Appointing and supporting the Chief Executive Officer and ensuring there is a succession plan in place for key roles.
- **Council Development:** Ensuring ongoing education, evaluation, and development of Council members.
- **Stakeholder Engagement:** Engaging with members and stakeholders to ensure their interests are reflected in decision-making processes.
- **Media Engagement:** Engaging with Media at the discretion of the President. Any Press releases must first be approved by both the Chief Executive Officer and the President.

Composition of the Council

The Council will comprise a minimum of executive members (President, Vice-President and Secretary/Treasurer), the Chief Executive Officer, five regional representatives, and a technician representative, as defined in the constitution. The composition should aim to provide a mix of skills, experience, diversity, and knowledge relevant to the organisation's goals.

- **Appointment of Council Members:** Council members shall be elected by members of the NZIMLS in accordance with the organisation's constitution. The Council may appoint additional members to fill casual vacancies, subject to the constitution.
- **Terms of Office:** Council members will serve terms as stipulated in the constitution, typically two years, with the possibility of re-election or re-appointment as specified.
- **Council President:** The membership shall elect a President who is responsible for providing leadership to the Council and ensuring the effective functioning of meetings.

Role of the President

- Acting as the primary liaison between the Council and the Chief Executive Officer.
- Representing the organisation in public and at key events.
- Ensuring the Council remains focused on **strategic governance** rather than **operational matters**.

Council's Independence

- Council members should avoid situations where their personal interests could impair their independent judgment.
- Maintain an appropriate level of independence from management and staff.

Council and Management Relationship

- The Council provides strategic oversight, while the Chief Executive Officer manages day-to-day operations.
- The Council sets performance targets for management and evaluates their performance.

Council Meetings

- **Frequency of Meetings:** The Council shall meet regularly, at least quarterly, with additional meetings scheduled as required.
- **Meeting Agenda:** The Secretary/Treasurer, in consultation with the Chief Executive Officer, will set the agenda for Council meetings. Agenda items may be submitted by Council members.
- **Quorum:** A quorum for Council meetings shall be one-third of Council members as defined in the constitution.
- **Decision-Making:** The Council will make decisions by consensus where possible. In cases where consensus cannot be reached, decisions will be made by a majority vote of the Council members present.

Council Committees

The Council may establish committees to assist with specific tasks or areas of responsibility, such as finance, governance, membership, SIGs or risk management. Each committee will have clearly defined terms of reference, specifying its role, authority, and reporting obligations to the Council.

- **Committee Composition:** Committee members may include Council members and, where appropriate, external experts.
- **Reporting:** Committees will report to the Council on their activities, findings, and recommendations.

Council Evaluation

The Council will regularly evaluate its own performance, as well as the performance of individual Council members, to ensure the Council is operating effectively. The evaluation process may include:

- Self-assessment by Council members.
- Peer review among Council members.
- External assessment, where appropriate.

The results of the evaluation will inform future Council development and governance improvements.

Conflicts of Interest

Council members must declare any conflicts of interest in accordance with the organisation's Conflict of Interest Policy and the Incorporated Societies Act 2022. Members with a conflict of interest must abstain from any decision-making related to the matter in question.

Code of Conduct

All Council members must comply with the NZIMLS's Code of Conduct. This includes acting with integrity, confidentiality, and in the best interests of the NZIMLS. Council members are expected to:

- Attend and actively participate in Council meetings.
- Actively contribute to the development of the organisation's strategy.
- Treat all Council discussions as confidential, unless disclosure is required by law.
- Respect fellow Council members, staff, and other stakeholders in all dealings.

Integrity and Honesty

- Council members must not engage in activities that bring the NZIMLS into disrepute.
- Requires full and honest disclosure of relevant information to the Council.

Professional Conduct

- Council members should act with courtesy and respect in all interactions with staff, members and stakeholders.
- Disrespectful or unprofessional behaviour, including harassment or bullying, is unacceptable.

Gifts and Hospitality

- Council members must not accept gifts or hospitality that could influence their decision-making.
- Any gifts received beyond NZD100.00 must be declared to the Chief Executive Officer.

Representation of the Organisation

- Council members must not make public statements on behalf of the organisation without proper authorisation, particularly to the media or at public events.
- Council members should not express personal opinions in a way that conflicts with the organisation's values or decisions.

Use of NZIMLS Resources

- Council members must not use resources (e.g. laptops, stationery, office space) for personal gain or purposes unrelated to the NZIMLS.
- Misuse of NZIMLS resources could result in disciplinary action.

Conflict Resolution

- Disputes should be handled professionally and confidentially and in accordance with the constitution.
- In cases of significant conflict, the Council may bring in a neutral third party to mediate.

Crisis Management and Response

- Council will work with management to respond quickly and effectively during a crisis, such as financial difficulties or reputational damage.
- Includes the requirement to communicate transparently with stakeholders during crises.

Commitment to Organisational Values

- Council members should act as role models for ethical behaviour.
- Council members are to uphold the core values of the NZIMLS (e.g., integrity, transparency, sustainability)

Confidentiality and Data Protection

- Council members must maintain the confidentiality of discussions, decisions, and sensitive information.
- Any data breaches or unauthorised disclosures must be reported immediately.
- Includes compliance with data protection laws such as New Zealand's Privacy Act 2020.

Diversity and Inclusion

- The Council should actively seek diversity in gender, ethnicity, experience, and skills.
- Council decisions should consider the impact on diverse groups within the organisation and wider community.

Council Member Induction and Training

New Council members will undergo an induction process to ensure they understand their responsibilities, the organisation's structure, and its governance processes. The Council will also ensure members receive ongoing governance training to stay up-to-date on best practices and legal requirements.

Delegation of Authority

The Council may delegate certain powers and responsibilities to the Chief Executive Officer or other staff members. However, the Council retains overall responsibility and oversight of all delegated activities.

Succession Planning

Council must establish a formal succession plan for key roles such as the President and the Chief Executive Officer to ensure continuity of leadership and stability. This must outline the process for identifying and preparing future Council leaders.

Delegation Framework

A clear delegation framework must be established, outlining the scope of delegated authority and ensuring regular reporting to the Council on delegated matters. (Appendix I (a) and (b))

Review of the Council Charter

This Council Charter will be reviewed annually at the November meeting to ensure it remains relevant and aligned with the NZIMLS's constitution, governance best practices, and applicable laws. Amendments to this Charter must be approved by a majority vote of the Council.

Legal Compliance

The Council must ensure that the NZIMLS operates in compliance with the Incorporated Societies Act 2022, as well as other applicable legislation. Any significant legal issues or potential non-compliance must be reported to the Council.

Signed on behalf of the NZIMLS Council:

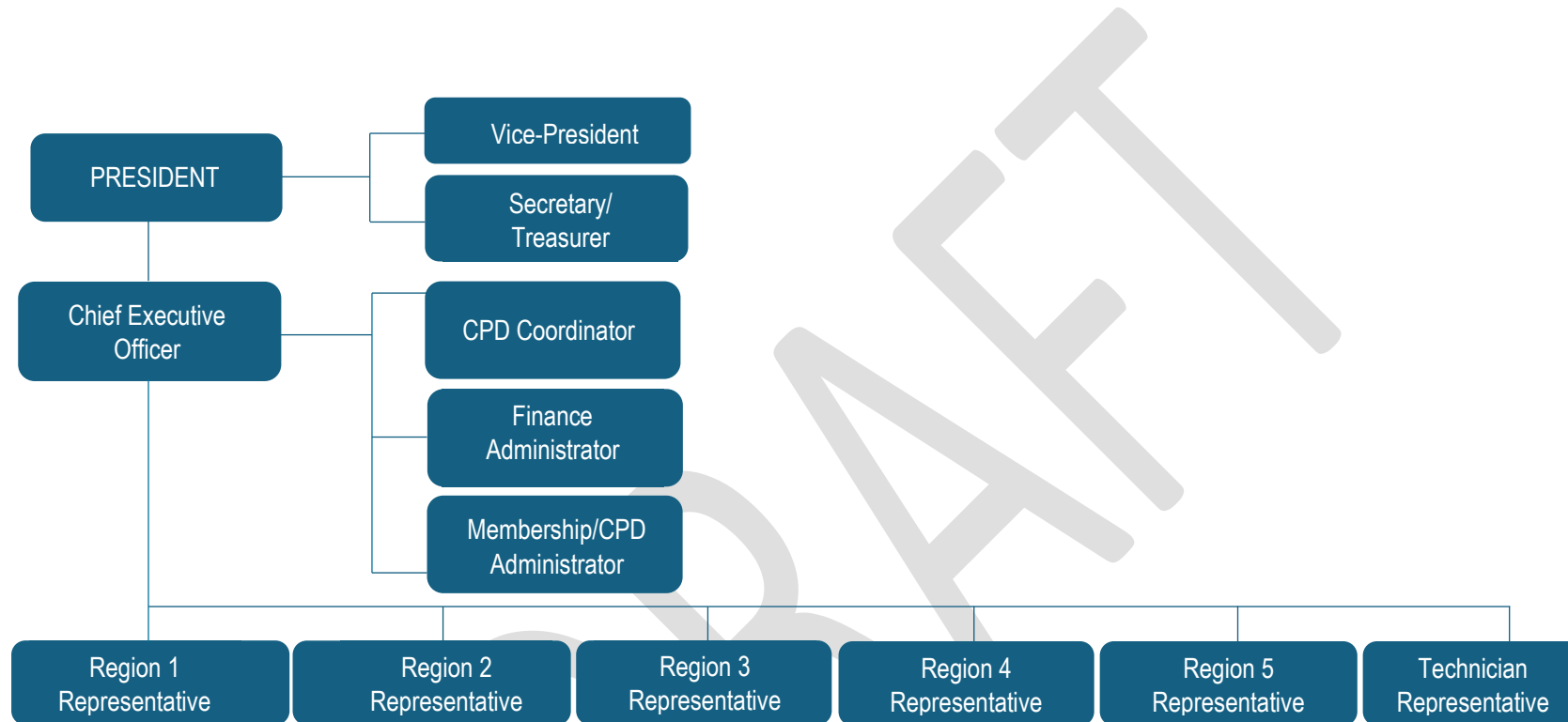
President's Name: _____

Signature: _____

Date: _____

APPENDIX I(a)

NZIMLS ORGANISATIONAL STRUCTURE CHART



APPENDIX I(b)

NZIMLS EXECUTIVE DELEGATED AUTHORITY

PRESIDENT

- Authority to act on behalf of Council with approval of the Executive
- Authority to approve bank transactions (up to \$50,000 per day)
- Authority to approve staff/sub-contractor contracts in consultation with the Chief Executive Officer and Secretary/Treasurer
- Authority to hire staff in consultation with the Chief Executive Officer
- Authority to sign off wage payments
- Authority to hold a company credit card

Chief Executive Officer

- Authority to sign contractual agreements with suppliers up to \$50,000.
- Authority to sign contractual agreements with suppliers over \$50,000 in consultation with the Secretary/Treasurer
- Authority to spend up to \$50,000 without prior approval
- Authority to approve bank transactions (up to \$50,000 per day)
- Authority to sign off wage payments
- Authority to hire staff
- Authority to hold a company credit card
- Authority to order supplies/equipment as required up to spend limit as above
- Authority to communicate with membership via email
- Authority to communicate with industry partners

Vice-President

In the absence of the President:

- Authority to act on behalf of Council with approval of the Executive
- Authority to approve bank transactions (up to \$50,000 per day)
- Authority to sign off wage payments
- Authority to approve staff/sub-contractor contracts in consultation with the Chief Executive Officer and Secretary/Treasurer
- Authority to hire staff in consultation with the Chief Executive Officer
- Authority to hold a company credit card

Secretary/ Treasurer

- Authority to sign contractual agreements with suppliers over \$50,000 in consultation with the Chief Executive Officer
- Authority to approve bank transactions (up to \$50,000 per day)
- Authority to sign off wage payments
- Authority to hold a company credit card

Kia ora koutou

Over the last few months, I have met with people across the health sector, spoken at conferences and attended stakeholder meetings. One thing that has struck me - other than the dedication of our health professionals - is that people are unclear on the role of the Ministry of Health, and what we are mandated to do.



Audrey Sonerson
Director-General of Health

The Ministry of Health is the Government's lead adviser on health, ensuring the health system delivers for the current and future needs of all New Zealanders.

Our role is to provide evidence-based advice to help Ministers make informed decisions – based on their priorities. It is then the Ministry of Health's responsibility to implement those decisions.

We do this through three core functions: **policy, regulation, and monitoring**. Our policy work advises the Government on how to deliver on their priorities through policies grounded in data and insights. As a regulator we make sure health services, products, and pharmaceuticals are safe. And by monitoring the performance of the health system, we track progress, identify risks, and report to Government—taking action when things aren't on track.

These functions together enable us to uphold accountability, protect the health of New Zealanders, and drive continuous improvement across the health system.

We are currently recruiting for our Deputy Director-General (DDG), Regulatory Services. This DDG is responsible for providing strategic leadership and oversight of regulatory systems, ensuring they are effective, trusted and aligned with Government priorities. [More information on the role is available here](#), please share with your networks.

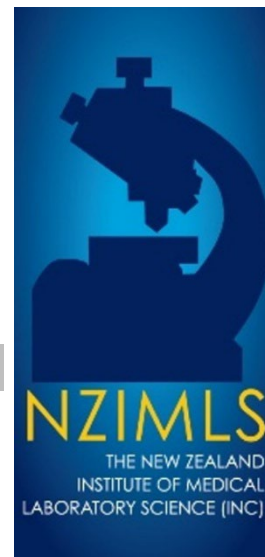
Ngā mihi
Audrey

The New Zealand Institute of Medical Laboratory Science (Inc.)

Council Charter

Introduction

This Council Charter sets out the role, responsibilities, structure, and processes of the Council of the New Zealand Institute of Medical Laboratory Science (Inc.) (NZIMLS). It serves as a guiding document to ensure the Council operates effectively and in compliance with the Incorporated Societies Act 2022, the NZIMLS's constitution, and other relevant laws.



Purpose of the Council

The Council of the NZIMLS is responsible for overseeing the governance and strategic direction of the organisation to ensure it achieves its purpose and objectives, as outlined in its constitution. The Council ensures the NZIMLS operates efficiently, ethically, and in the best interests of its members. The Council is responsible for the strategic objectives of the NZIMLS, not the operational objectives (which is the responsibility of the Chief Executive Officer.)

Responsibilities of the Council

The Council's responsibilities include, but are not limited to:

- **Strategic Direction:** Setting and reviewing the strategic direction and objectives of the NZIMLS.
- **Governance and Oversight:** Ensuring effective governance, including the monitoring and evaluation of the NZIMLS's performance.
- **Financial Management:** Overseeing the financial sustainability of the NZIMLS, approving budgets, and ensuring accurate financial reporting.
- **Risk Management:** Identifying and managing risks to the NZIMLS, including legal and financial risks.
- **Compliance:** Ensuring the NZIMLS complies with all applicable laws, including the Incorporated Societies Act 2022 and any relevant regulations.
- **Leadership and Succession Planning:** Appointing and supporting the Chief Executive Officer and ensuring there is a succession plan in place for key roles.
- **Council Development:** Ensuring ongoing education, evaluation, and development of Council members.
- **Stakeholder Engagement:** Engaging with members and stakeholders to ensure their interests are reflected in decision-making processes.
- **Media Engagement:** Engaging with Media at the discretion of the President. Any Press releases must first be approved by both the Chief Executive Officer and the President.

Composition of the Council

The Council will comprise a minimum of executive members (President, Vice-President and Secretary/Treasurer), the Chief Executive Officer, five regional representatives, and a technician representative, as defined in the constitution. The composition should aim to provide a mix of skills, experience, diversity, and knowledge relevant to the organisation's goals.

- **Appointment of Council Members:** Council members shall be elected by members of the NZIMLS in accordance with the organisation's constitution. The Council may appoint additional members to fill casual vacancies, subject to the constitution.
- **Terms of Office:** Council members will serve terms as stipulated in the constitution, typically two years, with the possibility of re-election or re-appointment as specified.
- **Council President:** The membership shall elect a President who is responsible for providing leadership to the Council and ensuring the effective functioning of meetings.

Role of the President

- Acting as the primary liaison between the Council and the Chief Executive Officer.
- Representing the organisation in public and at key events.
- Ensuring the Council remains focused on **strategic governance** rather than **operational matters**.

Council's Independence

- Council members should avoid situations where their personal interests could impair their independent judgment.
- Maintain an appropriate level of independence from management and staff.

Council and Management Relationship

- The Council provides strategic oversight, while the Chief Executive Officer manages day-to-day operations.
- The Council sets performance targets for management and evaluates their performance.

Council Meetings

- **Frequency of Meetings:** The Council shall meet regularly, at least quarterly, with additional meetings scheduled as required.
- **Meeting Agenda:** The Secretary/Treasurer, in consultation with the Chief Executive Officer, will set the agenda for Council meetings. Agenda items may be submitted by Council members.
- **Quorum:** A quorum for Council meetings shall be one-third of Council members as defined in the constitution.
- **Decision-Making:** The Council will make decisions by consensus where possible. In cases where consensus cannot be reached, decisions will be made by a majority vote of the Council members present.

Council Committees

The Council may establish committees to assist with specific tasks or areas of responsibility, such as finance, governance, membership, SIGs or risk management. Each committee will have clearly defined terms of reference, specifying its role, authority, and reporting obligations to the Council.

- **Committee Composition:** Committee members may include Council members and, where appropriate, external experts.
- **Reporting:** Committees will report to the Council on their activities, findings, and recommendations.

Council Evaluation

The Council will regularly evaluate its own performance, as well as the performance of individual Council members, to ensure the Council is operating effectively. The evaluation process may include:

- Self-assessment by Council members.
- Peer review among Council members.
- External assessment, where appropriate.

The results of the evaluation will inform future Council development and governance improvements.

Conflicts of Interest

Council members must declare any conflicts of interest in accordance with the organisation's Conflict of Interest Policy and the Incorporated Societies Act 2022. Members with a conflict of interest must abstain from any decision-making related to the matter in question.

Code of Conduct

All Council members must comply with the NZIMLS's Code of Conduct. This includes acting with integrity, confidentiality, and in the best interests of the NZIMLS. Council members are expected to:

- Attend and actively participate in Council meetings.
- Actively contribute to the development of the organisation's strategy.
- Treat all Council discussions as confidential, unless disclosure is required by law.
- Respect fellow Council members, staff, and other stakeholders in all dealings.

Integrity and Honesty

- Council members must not engage in activities that bring the NZIMLS into disrepute.
- Requires full and honest disclosure of relevant information to the Council.

Professional Conduct

- Council members should act with courtesy and respect in all interactions with staff, members and stakeholders.
- Disrespectful or unprofessional behaviour, including harassment or bullying, is unacceptable.

Gifts and Hospitality

- Council members must not accept gifts or hospitality that could influence their decision-making.
- Any gifts received beyond NZD100.00 must be declared to the Chief Executive Officer.

Representation of the Organisation

- Council members must not make public statements on behalf of the organisation without proper authorisation, particularly to the media or at public events.
- Council members should not express personal opinions in a way that conflicts with the organisation's values or decisions.

Use of NZIMLS Resources

- Council members must not use resources (e.g. laptops, stationery, office space) for personal gain or purposes unrelated to the NZIMLS.
- Misuse of NZIMLS resources could result in disciplinary action.

Conflict Resolution

- Disputes should be handled professionally and confidentially and in accordance with the constitution.
- In cases of significant conflict, the Council may bring in a neutral third party to mediate.

Crisis Management and Response

- Council will work with management to respond quickly and effectively during a crisis, such as financial difficulties or reputational damage.
- Includes the requirement to communicate transparently with stakeholders during crises.

Commitment to Organisational Values

- Council members should act as role models for ethical behaviour.
- Council members are to uphold the core values of the NZIMLS (e.g., integrity, transparency, sustainability)

Confidentiality and Data Protection

- Council members must maintain the confidentiality of discussions, decisions, and sensitive information.
- Any data breaches or unauthorised disclosures must be reported immediately.
- Includes compliance with data protection laws such as New Zealand's Privacy Act 2020.

Diversity and Inclusion

- The Council should actively seek diversity in gender, ethnicity, experience, and skills.
- Council decisions should consider the impact on diverse groups within the organisation and wider community.

Council Member Induction and Training

New Council members will undergo an induction process to ensure they understand their responsibilities, the organisation's structure, and its governance processes. The Council will also ensure members receive ongoing governance training to stay up-to-date on best practices and legal requirements.

Delegation of Authority

The Council may delegate certain powers and responsibilities to the Chief Executive Officer or other staff members. However, the Council retains overall responsibility and oversight of all delegated activities.

Succession Planning

Council must establish a formal succession plan for key roles such as the President and the Chief Executive Officer to ensure continuity of leadership and stability. This must outline the process for identifying and preparing future Council leaders.

Delegation Framework

A clear delegation framework must be established, outlining the scope of delegated authority and ensuring regular reporting to the Council on delegated matters. (Appendix I (a) and (b))

Review of the Council Charter

This Council Charter will be reviewed annually at the November meeting to ensure it remains relevant and aligned with the NZIMLS's constitution, governance best practices, and applicable laws. Amendments to this Charter must be approved by a majority vote of the Council.

Legal Compliance

The Council must ensure that the NZIMLS operates in compliance with the Incorporated Societies Act 2022, as well as other applicable legislation. Any significant legal issues or potential non-compliance must be reported to the Council.

Signed on behalf of the NZIMLS Council:

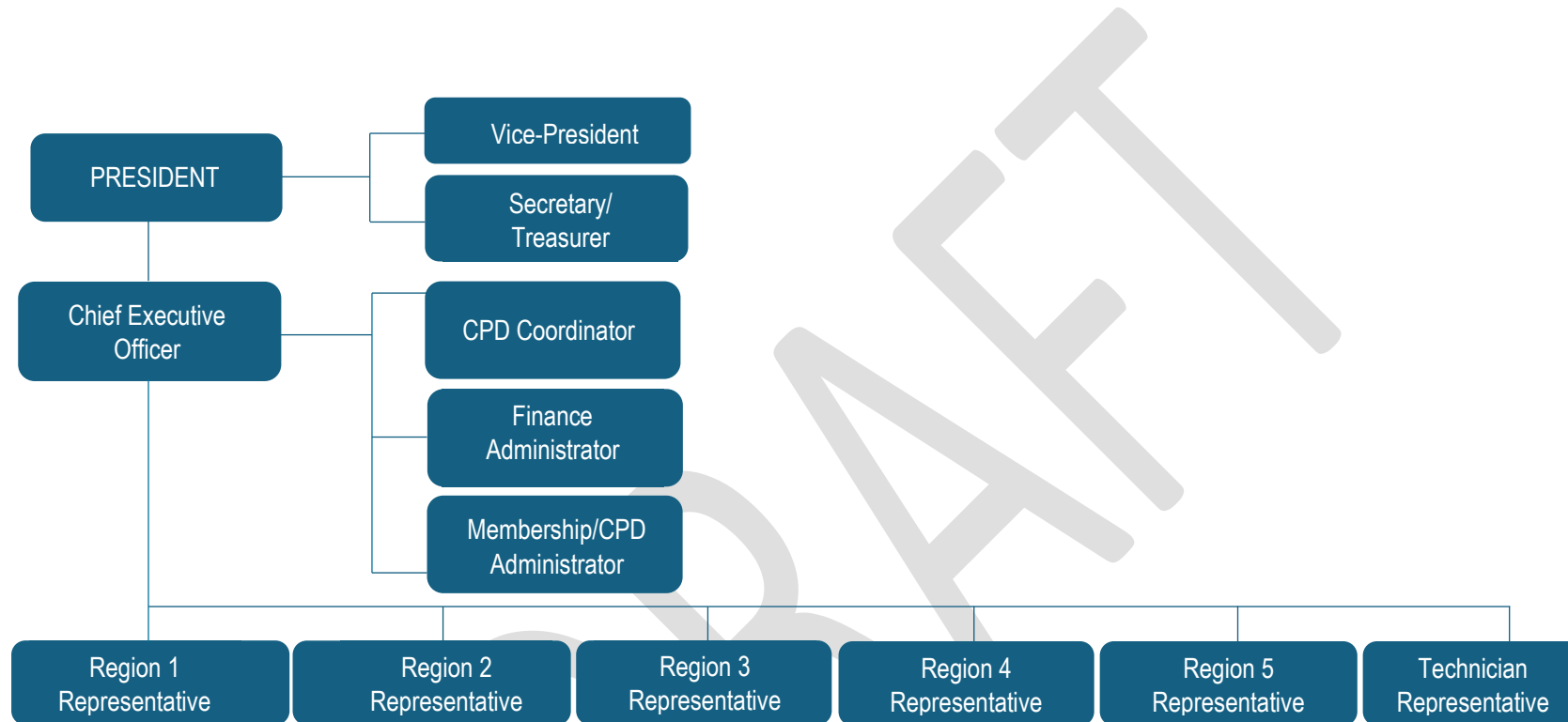
President's Name: _____

Signature: _____

Date: _____

APPENDIX I(a)

NZIMLS ORGANISATIONAL STRUCTURE CHART



APPENDIX I(b)

NZIMLS EXECUTIVE DELEGATED AUTHORITY

PRESIDENT

- Authority to act on behalf of Council with approval of the Executive
- Authority to approve bank transactions (up to \$50,000 per day)
- Authority to approve staff/sub-contractor contracts in consultation with the Chief Executive Officer and Secretary/Treasurer
- Authority to hire staff in consultation with the Chief Executive Officer
- Authority to sign off wage payments
- Authority to hold a company credit card

Chief Executive Officer

- Authority to sign contractual agreements with suppliers up to \$50,000.
- Authority to sign contractual agreements with suppliers over \$50,000 in consultation with the Secretary/Treasurer
- Authority to spend up to \$50,000 without prior approval
- Authority to approve bank transactions (up to \$50,000 per day)
- Authority to sign off wage payments
- Authority to hire staff
- Authority to hold a company credit card
- Authority to order supplies/equipment as required up to spend limit as above
- Authority to communicate with membership via email
- Authority to communicate with industry partners

Vice-President

In the absence of the President:

- Authority to act on behalf of Council with approval of the Executive
- Authority to approve bank transactions (up to \$50,000 per day)
- Authority to sign off wage payments
- Authority to approve staff/sub-contractor contracts in consultation with the Chief Executive Officer and Secretary/Treasurer
- Authority to hire staff in consultation with the Chief Executive Officer
- Authority to hold a company credit card

Secretary/ Treasurer

- Authority to sign contractual agreements with suppliers over \$50,000 in consultation with the Chief Executive Officer
- Authority to approve bank transactions (up to \$50,000 per day)
- Authority to sign off wage payments
- Authority to hold a company credit card

A note from the Chief Executive

21 October 2025

Kia ora koutou,

When I meet our teams around the country, it reinforces to me that people who choose a career in health are unique. We are motivated by helping others and supporting them to live to their full potential.

It's important to keep sight of the qualities that unite us. These will endure long after the industrial action we are currently experiencing has been settled.



Dr Dale Bramley, Chief Executive, Health New Zealand | Te Whatu Ora

This will be a difficult week - but we will get through it. Your work is deeply appreciated.

My thanks to those who will be providing life-preserving services and to those who have been involved in planning work to maintain essential care.

We all hope the outstanding issues can be resolved soon.

Top of mind this week

Celebrating our people

Amazing examples of long-service by our people keep coming and it's a genuine pleasure to recognise those who have dedicated their lives to helping others.

The latest example is nurse Mary Quayle, who has just retired from Wairarapa Hospital's Acute Care team after close to 50 years of service.

Mary started her training at Wellington Hospital in early 1977 and went on to work across services in various hospitals before landing in Masterton in 2008 to work in the acute care unit.

It hasn't always been easy. Early in her career, Mary worked the night shift so she could be there for her children after school. She went on to achieve a Bachelor of Nursing and post-graduate qualifications.

She is a much-admired colleague recognised for valuing each person and for the pride she has taken in providing excellent nurse-driven care.

"I know now, as way back then, that patients just want to be heard, treated with respect and recognised as individuals. I have learned so much about life from all the patients I have nursed ... Now, more than ever, I know the importance a good nurse will make to their patients' health journey," Mary says.

Congratulations, Mary, on an outstanding career and for the values you have lived.



Nurse Mary Quayle, who recently retired from Wairarapa Hospital after a career of almost 50 years.

Health Leadership Development Programme

It's been fantastic to see such strong interest in registering for our new [Health Leadership Development Programme](#). Since registration opened on 19 August, over 650 clinical, non-clinical and emerging leaders have registered, with the early cohorts now fully booked. This level of enthusiasm shows how much appetite there is across Health NZ to step into leadership, grow leadership capability and drive change.

This programme is more than professional development. It's a key part of how we enable the culture we want by strengthening the capability of leaders at every level to work across boundaries, make good decisions in times of uncertainty and create environments where our people and communities can thrive. By investing in leadership, we are laying the groundwork for a culture that is connected, resilient and grounded in compassion.

New dates will continue to be added for this 10-week programme as groups fill, so there will be many opportunities to be part of this journey. Thank you to all the leaders who have supported participation so far.

Inaugural meeting of Clinical Senate

Our new national [Clinical Senate](#) held its inaugural meeting in Auckland on 10 October, bringing together more than 100 members and invited guests to begin the task of advising our Board on how to address system-wide issues affecting quality care.

The Senate's membership is drawn from hospital, community and primary care services across the country and has been designed to ensure a broad range of views and experiences are able to be heard.

The multidisciplinary Senate will give strategic advice to the Board, working alongside existing clinical networks.

The theme of the first meeting was "Unlocking our clinical potential – identifying and addressing barriers to the efficient delivery of quality healthcare".

Our Board's Deputy Chair, Dr Andrew Connolly, opened the session by emphasising the importance of unfiltered clinical voice reaching the Board and encouraged bold, innovative thinking.

Senate Chair Dr Jonathan Christiansen set the meeting's context, highlighting key data showing that global health systems are challenged with declining efficiency, and that creating opportunities for improvement is urgent if we are to improve access and outcomes for patients and whānau.

Members identified examples of successful initiatives and key enablers that will help inform a set of principles and recommendations to guide future decision-making.

This is the first time a group with this depth of clinical experience and breadth of scope has been assembled in this country.

It will be exciting to see the ideas the Senate puts forward over time. As a country, we are very fortunate to have such a concentration of clinicians keen to be involved in working proactively on solutions to the challenges we face.



NZ Clinical Senate members assemble in Auckland for the group's inaugural meeting.

New technology improving patient care

There have been some great recent examples of how we are investing in digital innovation to bring online new technology that improves the care we can give our patients.

The new Photon Counting Computed Tomography (PCCT) scanner now in use at Christchurch Hospital is a case in-point – the first of its kind in a public hospital anywhere in Australasia.

It delivers sharper images than conventional CT scans, making it easier to detect abnormalities and helping us get patients the care they need, faster.

A second machine has now been installed at Kenepuru Hospital in Porirua, allowing access to diagnostic services closer to home and improving radiology waiting times.

The new technology largely removes the need for inpatients (and their staff escorts) to travel to Wellington Hospital for a CT scan and means fewer patients will need invasive procedures requiring them to stay overnight.

The quality and quantity of cardiac services will also improve. A third PCCT scanner is due to come online in Wellington in mid-2026.

Auckland City Hospital's Cardiothoracic team has also completed the rollout of eight advanced heart-lung bypass machines, giving clinical perfusionists the ability to tailor care to the specific needs of patients during surgery.

This is a highly specialised service providing critical support during cardiac surgery, heart and lung transplants and other complex surgeries. The new machines optimise oxygen delivery during procedures and allow our perfusionists to provide the highest levels of care.

Rapidly evolving technology allows us to provide levels of care that weren't possible even five years ago. Embracing innovation will help us to overcome some of the challenges we face and you will hear me talking more about this over coming months.

Meeting our people

Connecting with our teams and hearing about their experiences is always time well-spent. I enjoy getting out and meeting people to understand their pressures and how they are managing.

Late last week, I had the chance to return to North Shore Hospital, which is a special place for me as I was CE of the Waitematā district for over a decade.

It was wonderful to see some familiar faces and meet the ED team to see the plans they are putting in place to improve access for patients. Like many hospitals around the country, the North Shore ED has had a very busy winter and I know the team has put in a tremendous amount of work to serve the community. My thanks to Regional ED Clinical Network Lead Dr Willem Landman and Associate Clinical Director of Emergency Medicine Dr Rhys Thomas for taking the time to update me.

There is a lot more to do and I appreciated Group Director Operations Brad Healey, Chief Medical Officer Laura Chapman and Chief Nurse Kate Gilmour talking me through work underway.



Meeting Waitematā district clinical leaders and managers at the Tōtara Haumaru facility. L-R: Chief Nurse Kate Gilmour, Chief Medical Officer Dr Laura Chapman, Charge Nurse Manager Kate Grigg, Chief Executive Dr Dale Bramley and Group Director Operations Brad Healey.

I also had the chance to look around the Tōtara Haumaru hospital facility on the North Shore campus. The building opened last year and is already an important part of the Northern Region's surgical and endoscopy production planning.

As the newest major hospital facility in the country, Tōtara is everything one would expect – well laid-out to support modern workflows and with an over-riding sense of calm.

The team told me about the very positive feedback from patients. It is a good example of what we can achieve when clinical teams have input into planning and design from the very beginning.

In closing

Thank you for all the work you do every day.

Dale



Health New Zealand Te Whatu Ora



Our mailing address is:

Health New Zealand | Te Whatu Ora Health New Zealand | Te Whatu Ora 133 Molesworth Street,
Wellington, 6011 Wellington, Wellington 6011 New Zealand

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe](#)

[email in your browser](#)

Health New Zealand
Te Whatu Ora

Student Placement System

September 2025 Update

Tēnā koutou katoa

E kore te kūmara e kōrero mō tōna ake reka.

The kumara does not speak of its own sweetness.

Key highlights for this month include:

- Discussions are underway with the University of Auckland, University of Otago and University of Waikato about extending the national clinical student placement and access agreement to include medical students from 2026.
- We've now completed a full academic year of placement coordination for anaesthetic technicians using the Student Placement Digital Coordination Tool. An independent evaluation of the tool pilot is now underway, which will help shape future decisions around the tool.

Update from Interim Chief HR Officer - Robyn Shearer:

I wanted to reach out and introduce myself as the Interim Chief HR Officer for Te Whatu Ora. My portfolio includes not only human resources operations for our teams across the motu but also industrial relations, organisational development and culture, health and safety, emergency management and the very important area of workforce planning and development. I have worked in the health sector for over 35 years beginning my journey as a comprehensive registered nurse and then working across DHBs, the NGO sector and Ministry of Health. Workforce development has been a large part of my career in the health sector and critical to supporting the pipeline of

recruitment, retention, capacity and capability in our day-to-day delivery. We have a wonderful set of programmes that support our pipeline of career development into health care for many of our health care workers. There is opportunity to be more deliberate in the way we manage workforce planning, and I look forward to working with you on aspects of this in the coming months. Our People and Culture teams are also working through some ongoing changes that require us to test new ways of working to support the regions. Please reach out to me or the team as we progress our work with you.

Ngā mihi nui,

Robyn

Continue reading to find out more on what we've been up to. As always, we value your feedback and encourage you to [email us](#) if you have any questions or comments.

Ngā mihi,

Workforce Planning & Development Team

Progress reports

The National Clinical Student Placement and Access Agreement

The national clinical student placement and access agreement has been in place for over eight months. Feedback from across the sector has been positive, with many of you highlighting how the agreement brings consistency, supports planning and helps streamline processes.

The agreement has now been extended to include an additional three education providers, broadening its reach and impact. Discussions are underway with the University of Auckland,

University of Otago and University of Waikato about extending the agreement to include medical students from 2026.

National relationship manager meetings are continuing, with follow-up meetings scheduled throughout the remainder of the year, to assist with nationally focused placement planning for 2026.

A huge thanks to everyone who submitted their completed schedules for 2025. This has helped us build a clearer picture of clinical placement capacity across the motu. Your input is invaluable for sector-wide visibility and gives us strong insights for collaborative planning purposes.

As at the end of July 2025, we had received;

- **276** schedules (we estimate this is 70% of potential schedules)

From this we estimate there were;

- **22,500** separate placements for nursing, midwifery and allied health, scientific and technical students
- Accounting for around **600,000** placement days
- Undertaken by an estimated **15,000** students (~77% of the 19,495 total students enrolled in 2025)

Note: Not all placements take place in Health NZ facilities, and some programmes implement requirements differently. The extrapolated total numbers rely on the estimated percentage of 'potential schedules' we received for each group. The estimates have a margin of error of at least 2.5%.

Next steps: Soon it will be time to start the planning process for 2026 placement details and finalising schedules. Please continue to email your completed 2026 schedules to placementmodel@tewhatuora.govt.nz and reach out if you have any questions.

Student Placement Digital Coordination Tool - Pilot

We've now completed a full academic year of placement coordination for the anaesthetic technician (AT) profession using the digital tool. AUT and health providers have found the tool beneficial for placement planning and coordination, reducing administration time.

In semester two, 108 requests were made for 233 placements, with 25 health providers across 39 facilities supporting AT students. Encouragingly, more placements were offered than required – giving AUT greater flexibility to match students' learning needs.

| Region | Placements offered | % of total | Placements requested and approved | % of total |
|----------------|--------------------|------------|-----------------------------------|------------|
| Northern | 106 | 42% | 99 | 42% |
| Te Manawa Taki | 43 | 17% | 41 | 18% |
| Central | 49 | 19% | 45 | 19% |
| Te Waipounamu | 56 | 22% | 48 | 21% |
| Total | 254 | | 233 | |

An independent evaluation of the tool pilot is now underway – the outcome of this will help shape future decisions.

Please continue to email placementmodel@tewhatauora.govt.nz or visit our [webpage](#) for more information

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe](#)

Mandaluyong Patient Safety Declaration

Mandaluyong Declaration on Patient Safety

Weaving Strengths for the Future of Patient Safety Throughout the Healthcare Continuum

7th Global Ministerial Summit on Patient Safety

Mandaluyong, Philippines

Date: April 3-4, 2025

We, the **Patient Safety Weavers**, gathered at the 7th Global Ministerial Summit on Patient Safety in Mandaluyong, Philippines, on April 3-4, 2025, building upon the principles and outcomes of all previous summits - London (2016), Bonn (2017), Tokyo (2018), Jeddah (2019), Montreux (2023), and Santiago (2024) - including the Tokyo Declaration, Jeddah Declaration, Montreux Charter, and Santiago Commitment Charter, reaffirm our unwavering determination to make patient safety a universal imperative.

Our collective commitments align firmly with the World Health Assembly 72.6 resolution on *Global action on patient safety* as well as the corresponding Global Patient Safety Action Plan 2021-2030. With renewed urgency, we choose to advance our actions in establishing patient safety as a foundational pillar of resilient, people-centered and equitable health systems that deliver high-quality care and drive improved health outcomes. Together, we pledge to:

1. Strengthen Global Collaboration for Patient Safety by fostering joint efforts rooted in transparency, mutual accountability and shared learning. Inspired by the Filipino tradition of *Bayanihan*, which embodies the values of solidarity, collective responsibility, and a deep sense of community spirit, we will work together towards a common goal of improving patient safety and eliminating avoidable harm by creating a culture of safety across all health systems worldwide.

2. Advance Leadership and Governance in Patient Safety by embedding patient safety at the highest levels of health system governance, prioritizing investments in patient safety at all levels of health care, with an emphasis on primary care, where the foundations of health are established. We will strengthen national leadership and governance structures that promote a culture of patient safety, drive accountability, nurture innovation, and ensure continuous improvement in health outcomes.

3. Integrate Patient Safety into Disaster and Emergency Preparedness and Climate Resilience by incorporating patient safety considerations into disaster preparedness strategies and plans, recognizing the growing impact of climate change and disasters on health systems. We will foster synergistic partnerships to mitigate risks, ensure continuity of care during crises, and build resilient, adaptive health systems that prioritize safety even in times of disruption.

4. Build a People-centred Approach to Patient Safety by recognizing the utmost importance of weaving together and valuing the experiences and expertise of individuals, communities, and systems. We will strengthen inclusivity in decision-making and co-create solutions with those most affected by unsafe care, ensuring a people-centred, equitable, and sustainable future for patient safety.

Call to Action

We commit to transform these pledges into concrete actions by strengthening patient safety leadership; promoting evidenced-based and country-specific frameworks; fostering global collaboration and knowledge sharing; prioritizing healthcare workforce investments; leveraging artificial intelligence, digital health and emerging technology; addressing social, economic and environmental factors; and engaging patients and families in safety initiatives, among others, to enhance patient safety and improve healthcare systems by designing and delivering safer care for patients and eliminating avoidable harm in a just and learning culture.

We urge all governments, health organizations, healthcare facilities and healthcare workers, academia, civil societies, patients and their families, communities, and all relevant stakeholders, to join this shared mission, ensuring that the principles of patient safety are embedded in the fabric of all health systems worldwide.

Adopted and endorsed by:

[Member States/ Organizations/ Stakeholders]

Rt Hon Simeon Brown

Minister of Health

Re: Endorsement of the Mandaluyong Patient Safety Declaration

Dear Minister Brown,

As representatives of health agencies, professional associations, consumer organisations, and advocacy groups across Aotearoa New Zealand, we write jointly to convey our unequivocal support for the Mandaluyong Declaration on Patient Safety, adopted at the 7th Global Ministerial Summit on Patient Safety in the Philippines on 3–4 April 2025.

This Declaration is the latest in a long line of international commitments, from London, Bonn, Tokyo, Jeddah, Montreux, and Santiago, and aligns with World Health Assembly Resolution 72.6 on Global Action on Patient Safety and the Global Patient Safety Action Plan 2021–2030. It is not merely aspirational: it is an urgent call to action to embed patient safety as a universal imperative and a core pillar of resilient, equitable, and people-centred health systems.

On 8 July 2025, Aotearoa New Zealand formally adopted the Declaration. We strongly endorse its commitments, in particular the pledges to:

- **Strengthen global collaboration** through transparency, shared learning, and mutual accountability, grounded in solidarity and collective responsibility.
- **Advance leadership and governance** in patient safety by embedding it at all levels of the health system and prioritising investment, especially in primary and community care.
- **Integrate patient safety into disaster and emergency preparedness**, recognising the increasing impact of climate change, emergencies, and health system disruptions.
- **Embed people-centred and equity-driven approaches** that value the lived experiences of patients, whānau, and communities, ensuring their voices actively shape safer and fairer systems of care.

For us, this Declaration is both a global commitment and a local imperative. To give it meaning in New Zealand, decisive action is required to:

- Embed patient safety and equity as guiding principles in all health reforms, legislation, policy, and service design.
- Strengthen national governance and accountability frameworks for safety.
- Invest in workforce capability, leadership, and cultural change to foster a genuinely inclusive learning culture.
- Ensure patients, whānau, and communities are engaged as true partners in shaping safe and effective care.

We emphasise that advancing patient safety is inseparable from advancing equity. In Aotearoa New Zealand this requires upholding and honouring Te Tiriti o Waitangi,

ensuring partnership, protection, and participation are at the heart of all actions. Patient safety must be achieved equitably for all communities, especially Māori, Pacific peoples, and other vulnerable populations, dismantling systemic barriers and embedding cultural safety in every aspect of care.

We urge the Government to demonstrate leadership by turning these commitments into visible, measurable, and sustained action at national, regional, and local levels. This is an opportunity for New Zealand to stand resolutely against avoidable harm and to show that the safety of patients, whānau, and communities is non-negotiable.

We stand ready to work in partnership with the Ministry of Health, Te Whatu Ora, the Health and Disability Commissioner, the National Quality Forum, the Health Quality & Safety Commission, ACC, and all system partners to ensure this vision is realised.

Endorsed by



PO Box 32 445, Devonport, Auckland 0744
Email: info@consumeradvocacyalliance.co.nz
Website: www.consumeradvocacyalliance.co.nz

16th September 2025

MEDIA STATEMENT

For Immediate Release

New Zealand Joins Global Call to Action on Patient Safety

Today, leading health agencies, professional associations, consumer organisations, advocacy groups, and individuals across Aotearoa New Zealand have united to endorse the Mandaluyong Declaration on Patient Safety, adopted at the 7th Global Ministerial Summit on Patient Safety in April 2025.

This global declaration, already embraced by governments worldwide, places patient safety at the heart of resilient, people-centered, and equitable health systems. For New Zealand, it represents not just an international commitment, but a local imperative: to ensure that every person, whānau, and community receives care that is safe, equitable, and shaped by their voices and lived experiences.

New Zealand's adoption of the Declaration on 8 July 2025 signals an important step, but action must follow words. The undersigned organisations are calling on the Government to show clear leadership by embedding patient safety and equity in every reform, policy, and service, and by ensuring accountability, investment, and cultural change across the health system.

The organisations who are calling for visible actions to underpin the Declaration are unanimous in their stand that patient safety sits at the heart of an equitable, inclusive, people-centred, resilient health system.

Advancing patient safety is inseparable from advancing equity. For New Zealand, this means upholding Te Tiriti o Waitangi and ensuring that all communities, Māori, Pacific peoples, and other vulnerable populations, experience care that is safe, fair, and free from systemic

barriers.

The Mandaluyong Declaration highlights the urgent need for stronger governance, workforce capability, disaster preparedness, and genuine partnership with patients and communities. It is a reminder that safety is not an aspiration, it is a fundamental right.

This joint call places New Zealand alongside global leaders in demanding accountability for avoidable harm and urging sustained action to strengthen trust, safety, and equity at every level of the health system.

ENDS

Media Contact:

Charlotte Korte - 0210 556 286

Denise Astill – 021 189 4483

Sue Claridge – 0210 263 3627

Appendix One: Letter of Endorsement

Rt Hon Simeon Brown

Minister of Health

Re: Endorsement of the Mandaluyong Patient Safety Declaration

Dear Minister Brown,

As representatives of health agencies, professional associations, consumer organisations, and advocacy groups across Aotearoa New Zealand, we write jointly to convey our unequivocal support for the Mandaluyong Declaration on Patient Safety, adopted at the 7th Global Ministerial Summit on Patient Safety in the Philippines on 3–4 April 2025.

This Declaration is the latest in a long line of international commitments, from London, Bonn, Tokyo, Jeddah, Montreux, and Santiago, and aligns with World Health Assembly Resolution 72.6 on Global Action on Patient Safety and the Global Patient Safety Action Plan 2021–2030. It is not merely aspirational: it is an urgent call to action to embed patient safety as a universal imperative and a core pillar of resilient, equitable, and people-centred health systems.

On 8 July 2025, Aotearoa New Zealand formally adopted the Declaration. We strongly endorse its commitments, in particular the pledges to:

- **Strengthen global collaboration** through transparency, shared learning, and mutual accountability, grounded in solidarity and collective responsibility.
- **Advance leadership and governance** in patient safety by embedding it at all levels of the health system and prioritising investment, especially in primary and community care.
- **Integrate patient safety into disaster and emergency preparedness**, recognising the increasing impact of climate change, emergencies, and health system disruptions.
- **Embed people-centred and equity-driven approaches** that value the lived experiences of patients, whānau, and communities, ensuring their voices actively shape safer and fairer systems of care.

For us, this Declaration is both a global commitment and a local imperative. To give it meaning in New Zealand, decisive action is required to:

- Embed patient safety and equity as guiding principles in all health reforms, legislation, policy, and service design.
- Strengthen national governance and accountability frameworks for safety.
- Invest in workforce capability, leadership, and cultural change to foster a genuinely inclusive learning culture.

- Ensure patients, whānau, and communities are engaged as true partners in shaping safe and effective care.

We emphasise that advancing patient safety is inseparable from advancing equity. In Aotearoa New Zealand this requires upholding and honouring Te Tiriti o Waitangi, ensuring partnership, protection, and participation are at the heart of all actions. Patient safety must be achieved equitably for all communities, especially Māori, Pacific peoples, and other vulnerable populations, dismantling systemic barriers and embedding cultural safety in every aspect of care.

We urge the Government to demonstrate leadership by turning these commitments into visible, measurable, and sustained action at national, regional, and local levels. This is an opportunity for New Zealand to stand resolutely against avoidable harm and to show that the safety of patients, whānau, and communities is non-negotiable.

We stand ready to work in partnership with the Ministry of Health, Te Whatu Ora, the Health and Disability Commissioner, the National Quality Forum, the Health Quality & Safety Commission, ACC, and all system partners to ensure this vision is realised.

Endorsed by

Appendix 2: Mandaluyong Patient Safety Declaration

Mandaluyong Declaration on Patient Safety

Weaving Strengths for the Future of Patient Safety Throughout the Healthcare Continuum

7th Global Ministerial Summit on Patient Safety

Mandaluyong, Philippines

Date: April 3-4, 2025

We, the **Patient Safety Weavers**, gathered at the 7th Global Ministerial Summit on Patient Safety in Mandaluyong, Philippines, on April 3-4, 2025, building upon the principles and outcomes of all previous summits - London (2016), Bonn (2017), Tokyo (2018), Jeddah (2019), Montreux (2023), and Santiago (2024) - including the Tokyo Declaration, Jeddah Declaration, Montreux Charter, and Santiago Commitment Charter, reaffirm our unwavering determination to make patient safety a universal imperative.

Our collective commitments align firmly with the World Health Assembly 72.6 resolution on *Global action on patient safety* as well as the corresponding Global Patient Safety Action Plan 2021-2030. With renewed urgency, we choose to advance our actions in establishing patient safety as a foundational pillar of resilient, people-centered and equitable health systems that deliver high-quality care and drive improved health outcomes. Together, we pledge to:

1. Strengthen Global Collaboration for Patient Safety by fostering joint efforts rooted in transparency, mutual accountability and shared learning. Inspired by the Filipino tradition of *Bayanihan*, which embodies the values of solidarity, collective responsibility, and a deep sense of community spirit, we will work together towards a common goal of improving patient safety and eliminating avoidable harm by creating a culture of safety across all health systems worldwide.

2. Advance Leadership and Governance in Patient Safety by embedding patient safety at the highest levels of health system governance, prioritizing investments in patient safety at all levels of health care, with an emphasis on primary care, where the foundations of health are established. We will strengthen national leadership and governance structures that promote a culture of patient safety, drive accountability, nurture innovation, and ensure continuous improvement in health outcomes.

3. Integrate Patient Safety into Disaster and Emergency Preparedness and Climate Resilience by incorporating patient safety considerations into disaster preparedness strategies and plans, recognizing the growing impact of climate change and disasters on health systems. We will foster synergistic partnerships to mitigate risks, ensure continuity of

care during crises, and build resilient, adaptive health systems that prioritize safety even in times of disruption.

4. Build a People-centred Approach to Patient Safety by recognizing the utmost importance of weaving together and valuing the experiences and expertise of individuals, communities, and systems. We will strengthen inclusivity in decision-making and co-create solutions with those most affected by unsafe care, ensuring a people-centred, equitable, and sustainable future for patient safety.

Call to Action

We commit to transform these pledges into concrete actions by strengthening patient safety leadership; promoting evidenced-based and country-specific frameworks; fostering global collaboration and knowledge sharing; prioritizing healthcare workforce investments; leveraging artificial intelligence, digital health and emerging technology; addressing social, economic and environmental factors; and engaging patients and families in safety initiatives, among others, to enhance patient safety and improve healthcare systems by designing and delivering safer care for patients and eliminating avoidable harm in a just and learning culture.

We urge all governments, health organizations, healthcare facilities and healthcare workers, academia, civil societies, patients and their families, communities, and all relevant stakeholders, to join this shared mission, ensuring that the principles of patient safety are embedded in the fabric of all health systems worldwide.

Adopted and endorsed by:

[Member States/ Organizations/ Stakeholders]

From: [NZIMLS President](#)
To: [Sharon Tozer](#)
Subject: FW: Thank you for your support and endorsement of the Mandaluyong Patient Safety Declaration
Date: 15 September 2025 7:19:50 pm
Attachments: [image.png](#)
[Joint Letter to Hon Simeon Brown. Endorsement of the Mandaluyong Patient Safety Declaration.docx](#)
[Mandaluyong Patient Safety Declaration. Draft without signatures added.docx](#)
[Press Statement.docx](#)

For our next agenda please.

Regards

Tony

From: Charlotte Korte <cmkorte@outlook.com>
Sent: Monday, 15 September 2025 12:58 pm
To: NZIMLS President <president@nzimls.org.nz>
Subject: Thank you for your support and endorsement of the Mandaluyong Patient Safety Declaration

Kia ora Tony,

Thank you so much for your support for our letter to Minister Simeon Brown endorsing the Mandaluyong Patient Safety Declaration. We really appreciate the incredible support that we have for this mahi on improving patient safety in Aotearoa New Zealand.

The letter that you signed has been sent to Minister Brown this afternoon; we have attached the letter with the list of signatories, the Mandaluyong Patient Safety Declaration and the press release that will be sent to media this afternoon. Please note that this is embargoed until 6:00am Tuesday the 16th of September.

Please share this to your wider networks and on social media using the attached documents after 6:00am Tuesday the 16th of September.

Thank you once again for being part of this united call, which strengthens the voice for patient safety for all New Zealanders.

Ngā mihi nui

Charlotte Korte, Denise Astill, Sue Claridge, Dr Liz Manley

From: [Sue Calvert - Staff](#)
To: [Sharon Tozer](#)
Subject: HPCA Act amendments and Putting patients first consultation
Date: 17 September 2025 2:12:30 pm
Attachments: [image001.png](#)

Kia ora Sharon

Sending this through for your information,

On Friday all RA chairs received a letter of expectations from the Minister of Health with confirmation that they have started a review of the HPCA Act.

A release was then placed on the Beehive website, which included some extra information, notably on the potential alignment with Australia & additional workforce responsibilities. <https://www.beehive.govt.nz/release/health-workforce-regulations-put-patients-first>

And focussing on the extra powers the Ministers already have in Australia over Ahpra <https://www.ahpra.gov.au/About-Ahpra/Ministerial-Directives-and-Communiques.aspx>

These documents were also released on the Ministry's website. Essentially some of the Crown Entities Act will be cut & pasted into the HPCA Act, giving the Minister more power to direct us/our policies etc. <https://www.health.govt.nz/information-releases/cabinet-material-health-practitioners-competence-assurance-act-2003-policy-approval-for-amendments>

The summary of the submissions from the recent consultation (putting patients first) was also released and can be read here. <https://www.health.govt.nz/system/files/2025-09/putting-patients-first-summary-of-submissions-v2.pdf>

Please don't hesitate to get back to me if you have any questions

Ngā mihi

Sue

Dr Susan Calvert | She/Her/Ia
 Chief Executive | Manahautū
 Medical Sciences Secretariat Limited
 For Medical Radiation Technologists Board & Medical Sciences Council
 PO Box 11-905, Wellington 6142 | Level 7, Perpetual Guardian House , 99
 Customhouse Quay, Wellington
 +64 4 801 6250 extn 240
www.mrtboard.org.nz | www.msccouncil.org.nz

Kia ora

Welcome to the latest update from the Ministry of Health | Manatū Hauora on the regulation of medicines, medical devices and natural health products.

This newsletter includes updates on the following:

- **Important policy decisions on the Medical Products Bill**
 - Community pharmacy ownership
 - Advertising
 - Statutory timeframes
 - Offences and penalties
 - Medical products regulator
 - Medical products exports
- **Supporting innovation under the Medical Products Bill**
- **Natural health products**
- **Regulation of xenotransplantation to continue to 2030**

Update on the Medical Products Bill

In July and August 2025, Cabinet agreed to a range of policy matters for the Medical Products Bill. Read the press release from Associate Health Minister Hon Casey Costello.

- [Medical Products Bill taking shape - beehive.govt.nz](https://www.beehive.govt.nz/news/medical-products-bill-taking-shape)

These decisions will enable the Medical Products Bill to be drafted, replacing the Medicines Act 1981 with modern regulation of medicines and medical devices. The Government intends to introduce the bill to Parliament in 2026. It will come into effect around 2030. There will be a longer transition period for many medical devices.

This stakeholder update focuses on some key policy decisions made by the Government in relation to the Bill and shares materials related to these decisions.

Important policy decisions

Community pharmacy ownership

- Not carrying over the Medicines Act's ownership restrictions for community pharmacies into the Medical Products Bill.
- Requiring all companies that include more than one pharmacy to have a supervisory pharmacist, who will be responsible for pharmacy standards and compliance for the company as a whole.

A Regulatory Impact Statement on pharmacy ownership can be found on the Ministry

of Health website.

- [Regulation of pharmacy ownership - Regulatory impact statement](#)

Advertising

- Continuing to allow direct-to-consumer advertising of prescription medicines, with a power to make regulations restricting some kinds of advertising.
- Ensuring the Medical Products Bill does not regulate activities such as fundraising and education as advertising.
- Allowing products without a Medsafe approval to be promoted at medical conferences and trade shows, or if the Director-General of Health has approved the promotion (for example in response to a public health emergency).

Decisions on advertising were also informed by a 2025 literature view and a 2023 rapid review.

- [2025 Literature Review - Direct-to-consumer advertising of prescription medicines](#)
- [2023 Rapid Review - Parliament NZ](#)

Statutory timeframes

- Retaining the clinical trials decision timeframe from the Medicines Act, subject to any amendments made by the [Medicines Amendment Bill](#).
- Enabling other timeframes to be set in secondary legislation (i.e. regulations). These may be timeframes for decision making by Medsafe, or for applicants to provide information to Medsafe.
- Enabling, in appropriate circumstances, a partial refund of fees if certain deadlines are not met. Specific arrangements will be determined during the development of secondary legislation.

Offences and penalties

- Creating a civil pecuniary regime for corporate offending.
- Creating an offence of improper inducement of a health practitioner to make a clinical decision about a medical product. The wording of this offence would be made clearer than the similar offence in the Therapeutic Products Act.
- Including a fit and proper person test as part of determining whether to issue a market approval, license or permit. The test would be narrower than the test proposed in the Therapeutic Products Act.

Medical products regulator

- Confirmed that Medsafe will continue to be the medical products regulator.
- Agreed regulatory functions will be vested in an independent statutory officer. This officer would be appointed by the Director-General of Health and would be subject to general policy directions issued by the Minister of Health in relation to medical products.

- The regulatory regime will continue to be mostly cost-recovered with a new power to set levies via regulations.

Medical products exports

Cabinet agreed in 2024 that export-only products would not need to be approved by the New Zealand regulator. Cabinet further agreed in August 2025 that:

- Exporters will be able to get certificates to facilitate trade with other countries (eg, certificates of free sale)
- Medical products exporters will need to register with Medsafe but will be subject only to general legal duties such as record-keeping.

The Ministry has published advice on each of these issues.

- [Cabinet Material - Medical Products Bill: Reducing Regulation and Other Policy Matters](#)

Supporting innovation and access to new treatments

In July, Cabinet agreed that the Bill will regulate 'software-as-a-medical device' (SaMD), including Artificial Intelligence used for a therapeutic purpose. The Bill's definition of SaMD will be internationally aligned and not include general clinical software or general-use AI.

Cabinet agreed that the Bill will include a range of measures to enable the timely approval of novel and innovative medical products. Flexible approval pathways will support the adoption of new gene and cell therapies and personalised therapies.

Cabinet also made important decisions about clinical trials, including that:

- Clinical trial approvals will be risk-based. Low-risk trials may only need to be notified to Medsafe. High-risk trials will require approval from Medsafe, including a review of the trial protocol. All trials will continue to need ethics approval.
- The Bill will enable Medsafe to rely on clinical trial approvals from trusted overseas regulators. This will help encourage sponsors to start a New Zealand arm of an international trial.
- Clinical trial sites will need to be registered or notify the regulator, depending on risk. This ensures sites have qualified staff and proper safety procedures.
- Clinical trials will need to be listed on a public registry (eg, the Australian New Zealand Clinical Trials Registry). Registration helps patients find trials.

More details on the proposals can be found on the Ministry of Health website:

- [Supporting innovation through the Medical Products Bill](#)
- [Clinical Trials - Regulatory impact statement](#)
- [Innovative medical products and regulatory pathways to market - Regulatory impact statement](#)

Natural health products

The Government is also considering how best to regulate natural health products.

The Ministry of Health will advise stakeholders via the Ministry's newsletter on medicines, medical devices and natural health products, and through its stakeholder database, when it is ready to engage on any new proposals.

Dietary supplements

On 25 September 2025, new rules on the way export exemptions from New Zealand composition and labelling requirements are handled came into effect. This includes certain changes for exporting dietary supplements that will make it easier to meet importing country requirements. The Minister for Food Safety is now prioritising additional work on dietary supplements.

For further information, see [Exempting food exports from New Zealand requirements | NZ Government](#).

Regulation of xenotransplantation to continue to 2030

Xenotransplantation is the transplantation of tissue and organs between different species, and in particular the transplantation of animal tissue into humans.

Xenotransplantation is a promising technology with some established uses, such as transplantation of pig heart valves, but many of its proposed applications remain experimental. It is regulated under the Medicines Act 1981.

In July 2025, the Government agreed to extend the existing provisions in the Medicines Act 1981 relating to xenotransplantation until 2030, by which time the Medical Products Bill will provide comprehensive and enduring regulation of this technology.

For further information, see

- [Cabinet material: Extending the Current Regulation of Xenotransplantation Procedures](#).

The Order-in-Council extending the regulation of xenotransplantation can be found on the New Zealand legislation website:

- [Medicines \(Deferral of Expiry of Part 7A\) Order 2025 \(SL 2025/155\) Contents – New Zealand Legislation](#).

Contact us

If other people you know would like updates on the future regulation of medicines, medical devices, and natural health products, we encourage them to [subscribe to this newsletter](#).

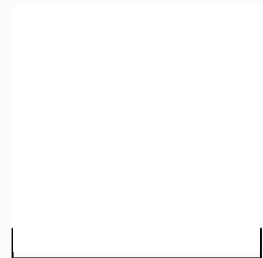
If you would like more information or to contact the team, please contact us at therapeuticproducts@health.govt.nz

Ministry of Health - Therapeutic Products

133 Molesworth Street, Thorndon

✉ therapeuticproducts@health.govt.nz

🌐 health.govt.nz



[Preferences](#) | [Unsubscribe](#)

|



**MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND**
TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

Medical laboratory science workforce modelling

November 2025

All data and graphs used in this presentation are sourced from Te Whatu Ora based on information provided in the annual workforce survey

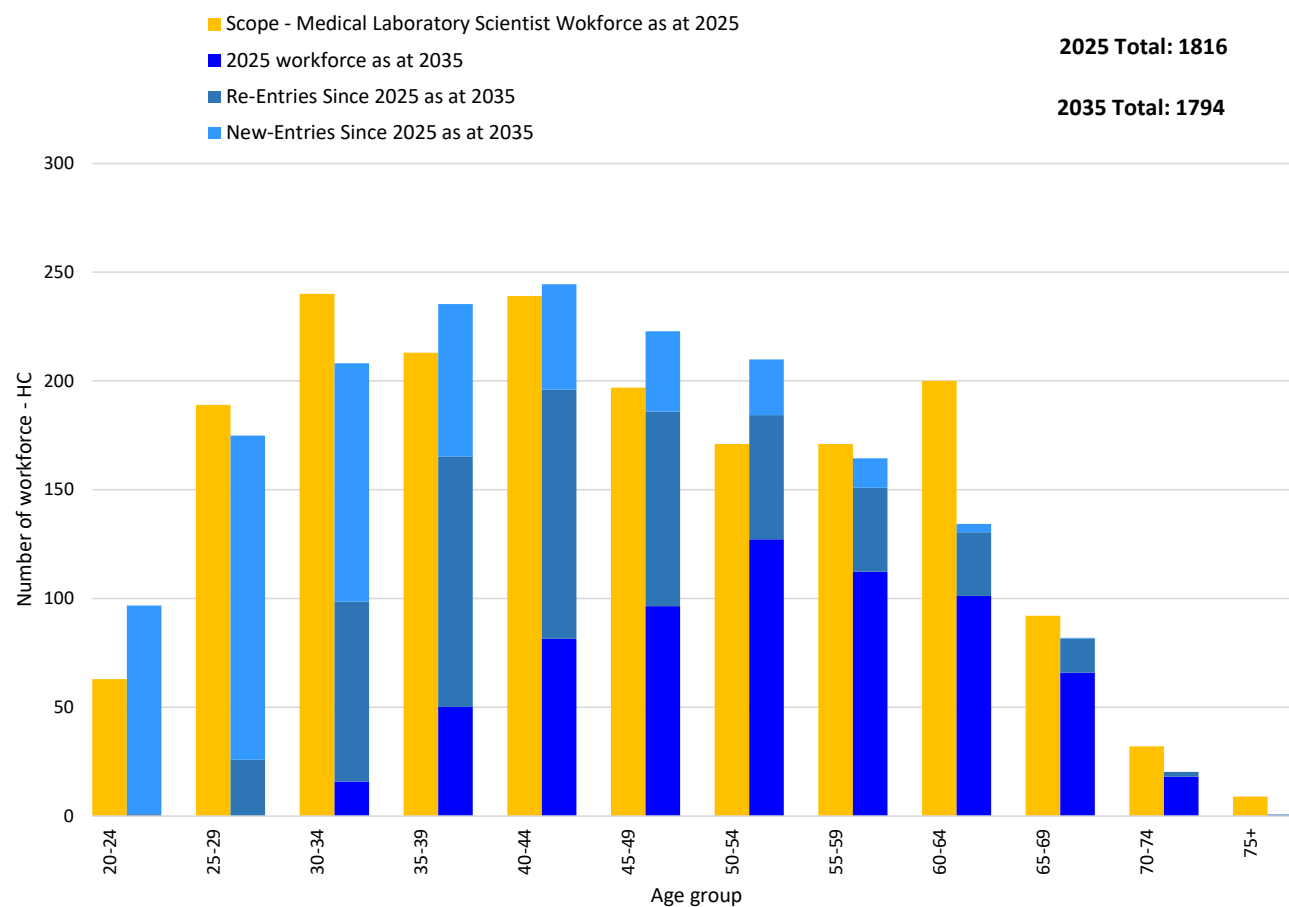


**MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND**
TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

Forecast workforce in 2035

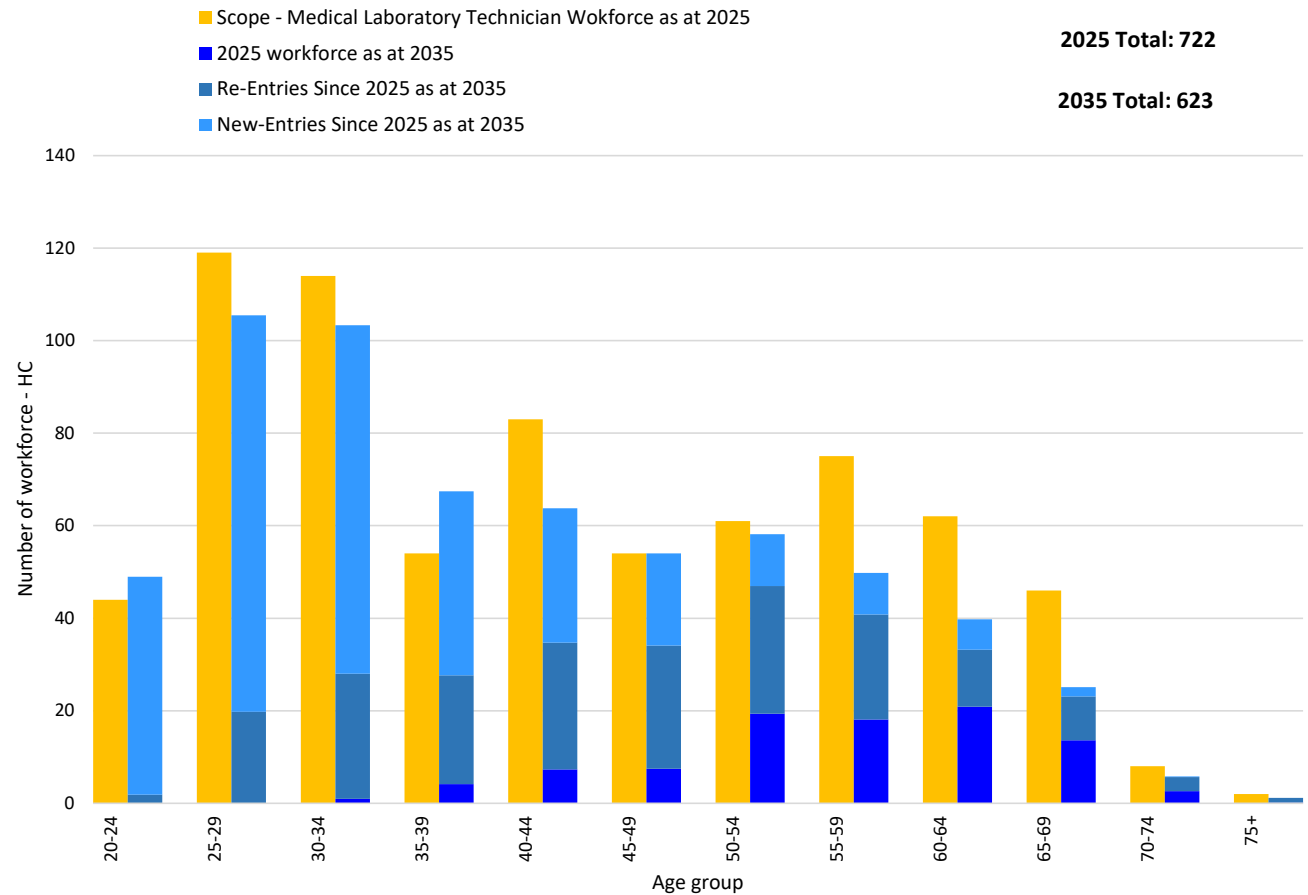
Medical laboratory scientist

Scope - Medical Laboratory Scientist Workforce by Age Group - Head Count



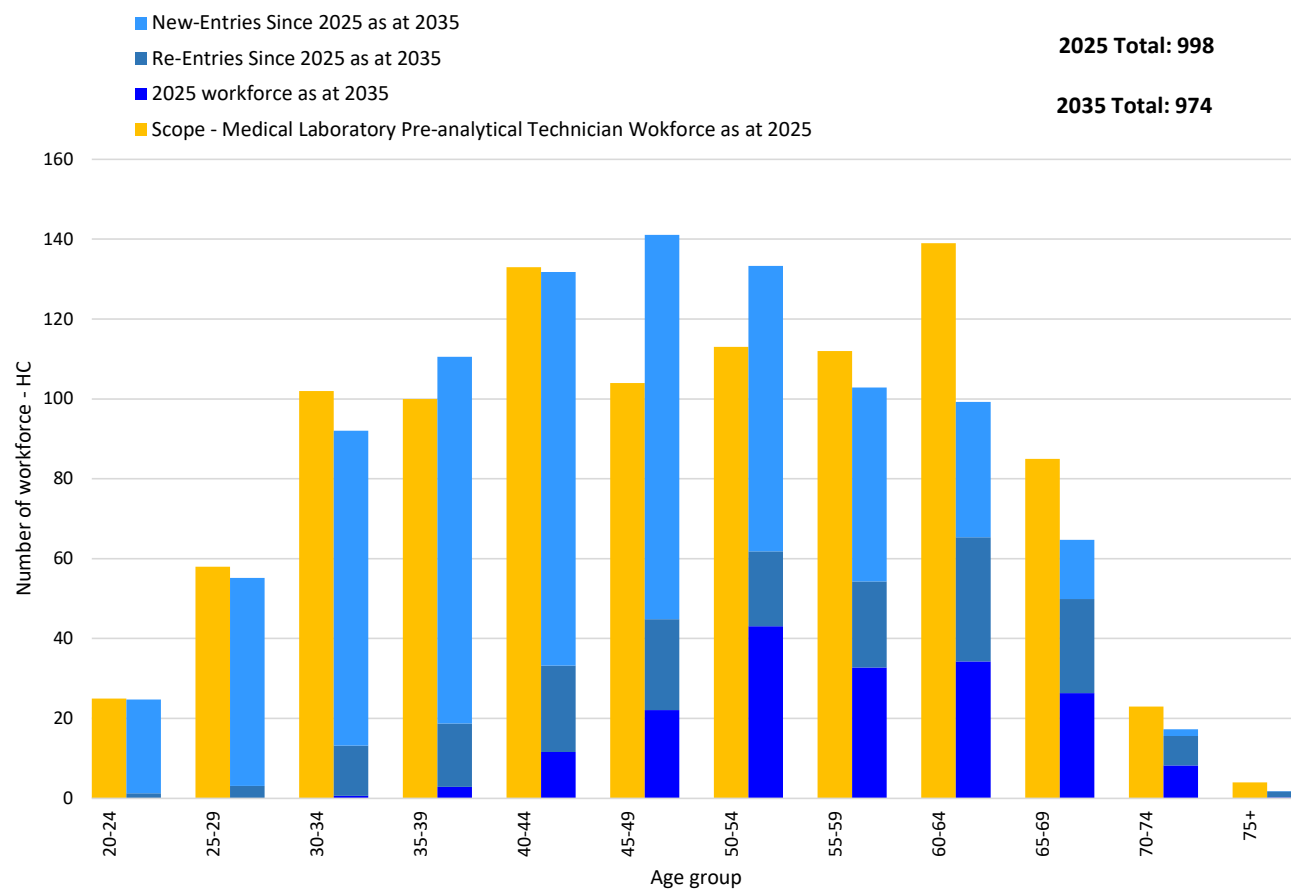
Medical laboratory technician

Scope - Medical Laboratory Technician Workforce by Age Group - Head Count



Medical laboratory pre- analytical technician

Scope - Medical Laboratory Pre-analytical Technician Workforce by Age Group - Head Count

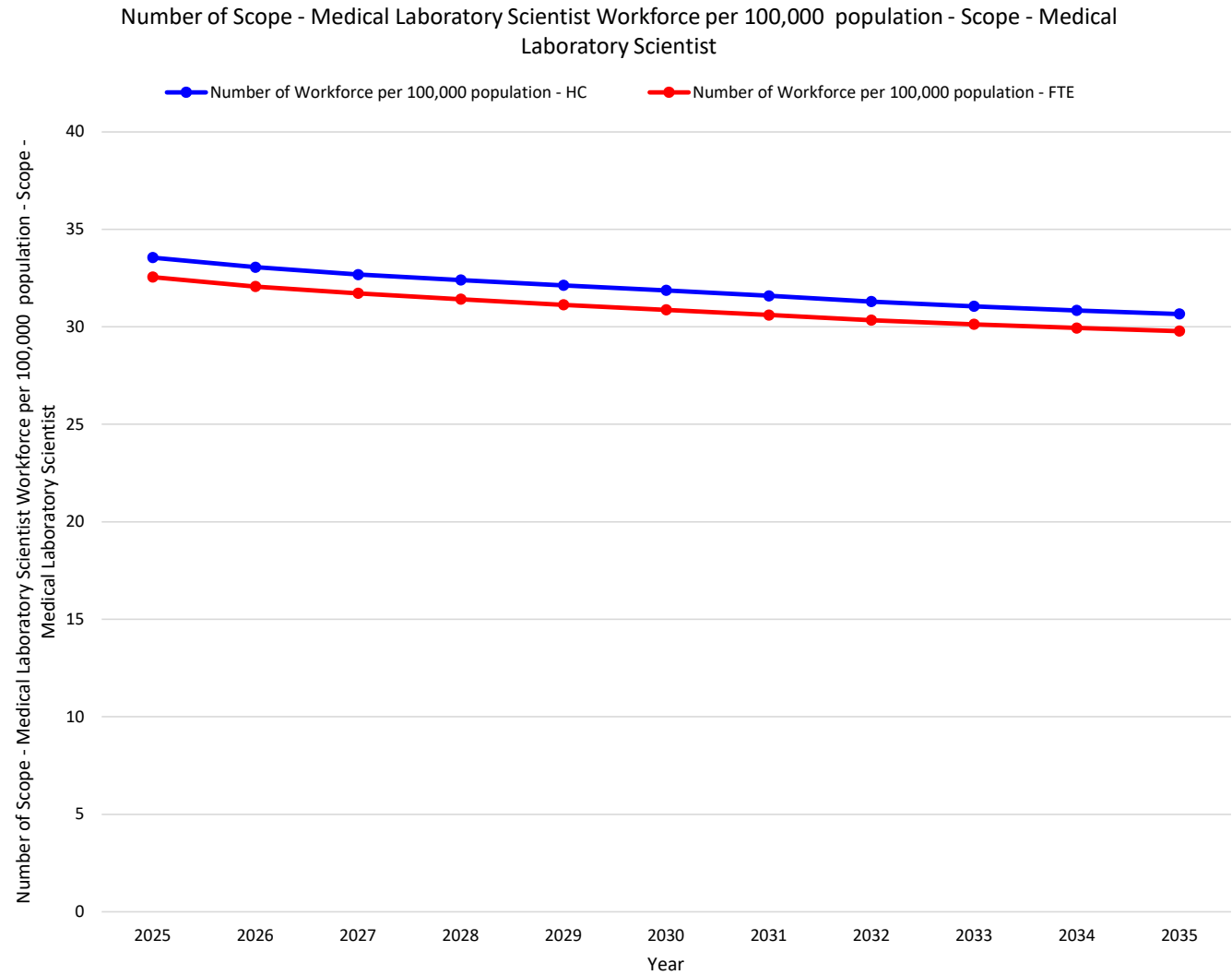




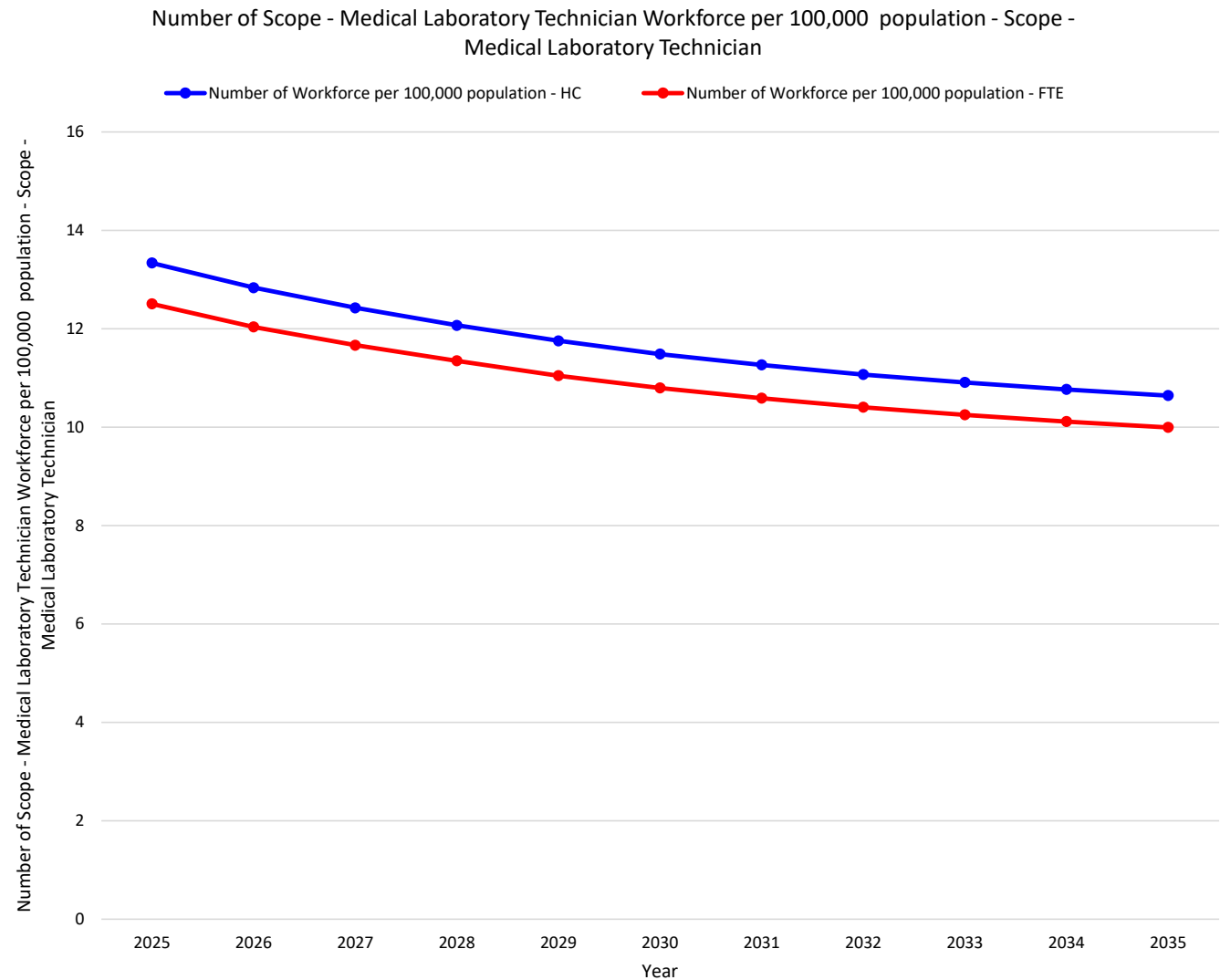
MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND
TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

Forecast workforce per 100,000 population

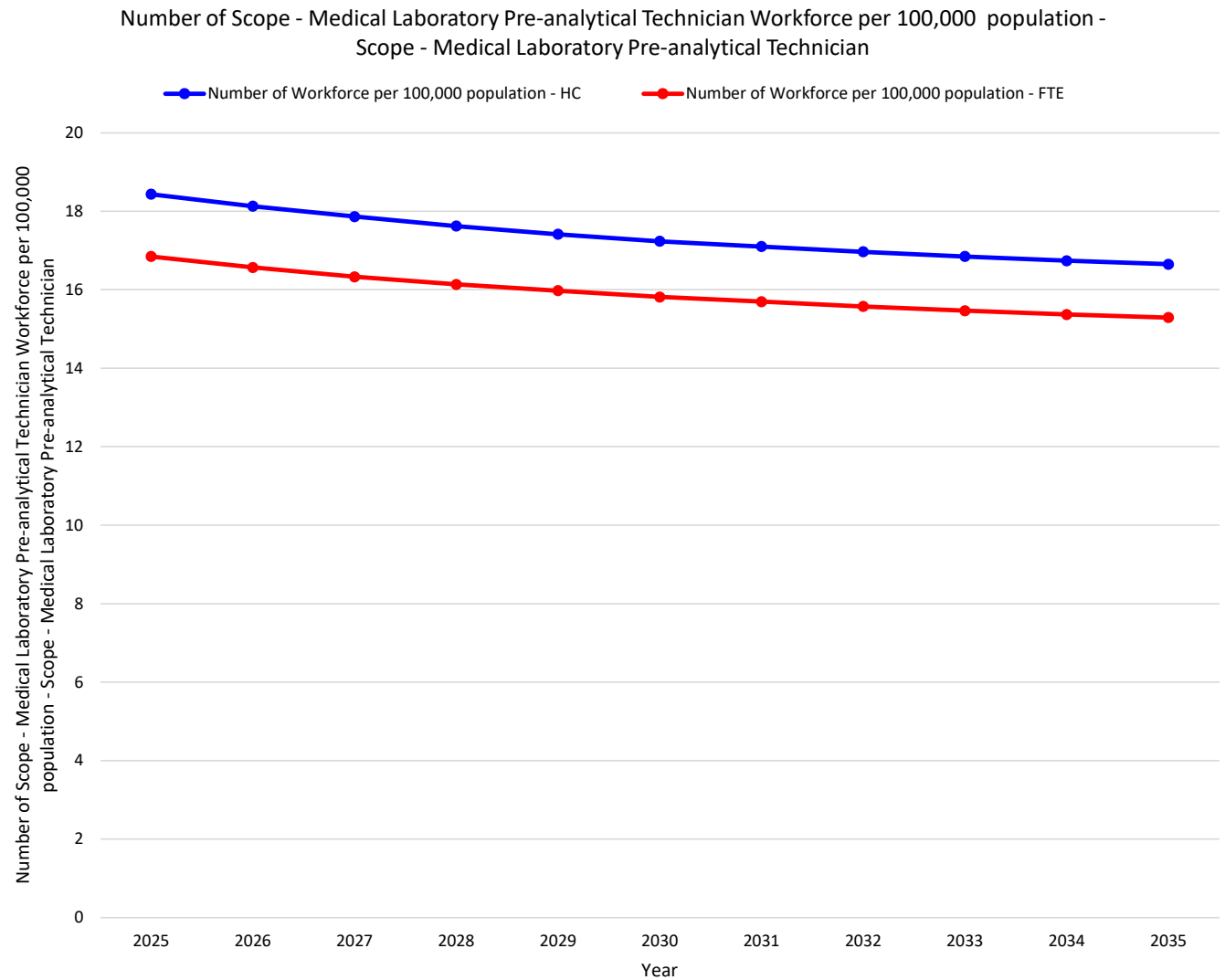
Medical laboratory scientist



Medical laboratory technician



Medical laboratory pre- analytical technician

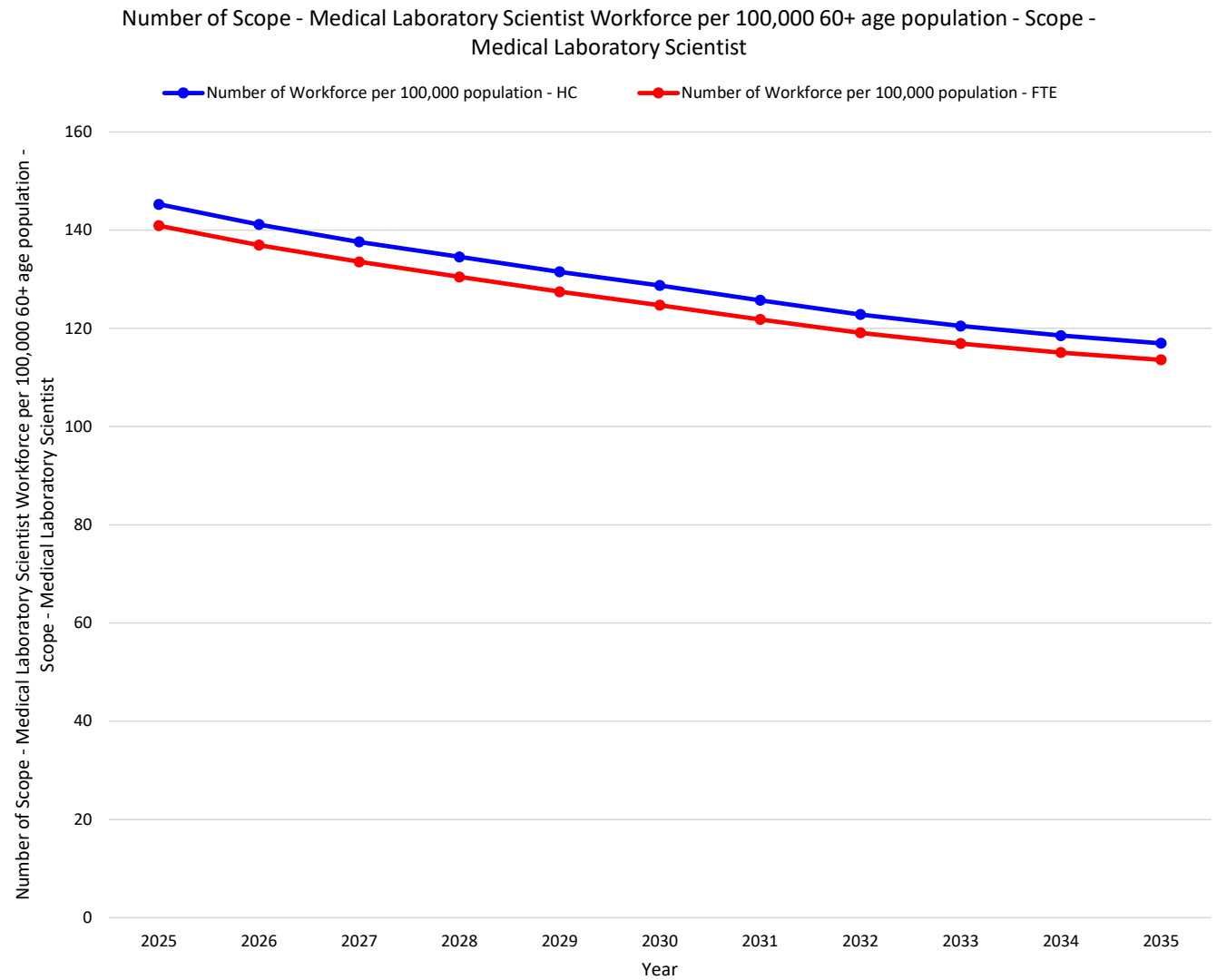




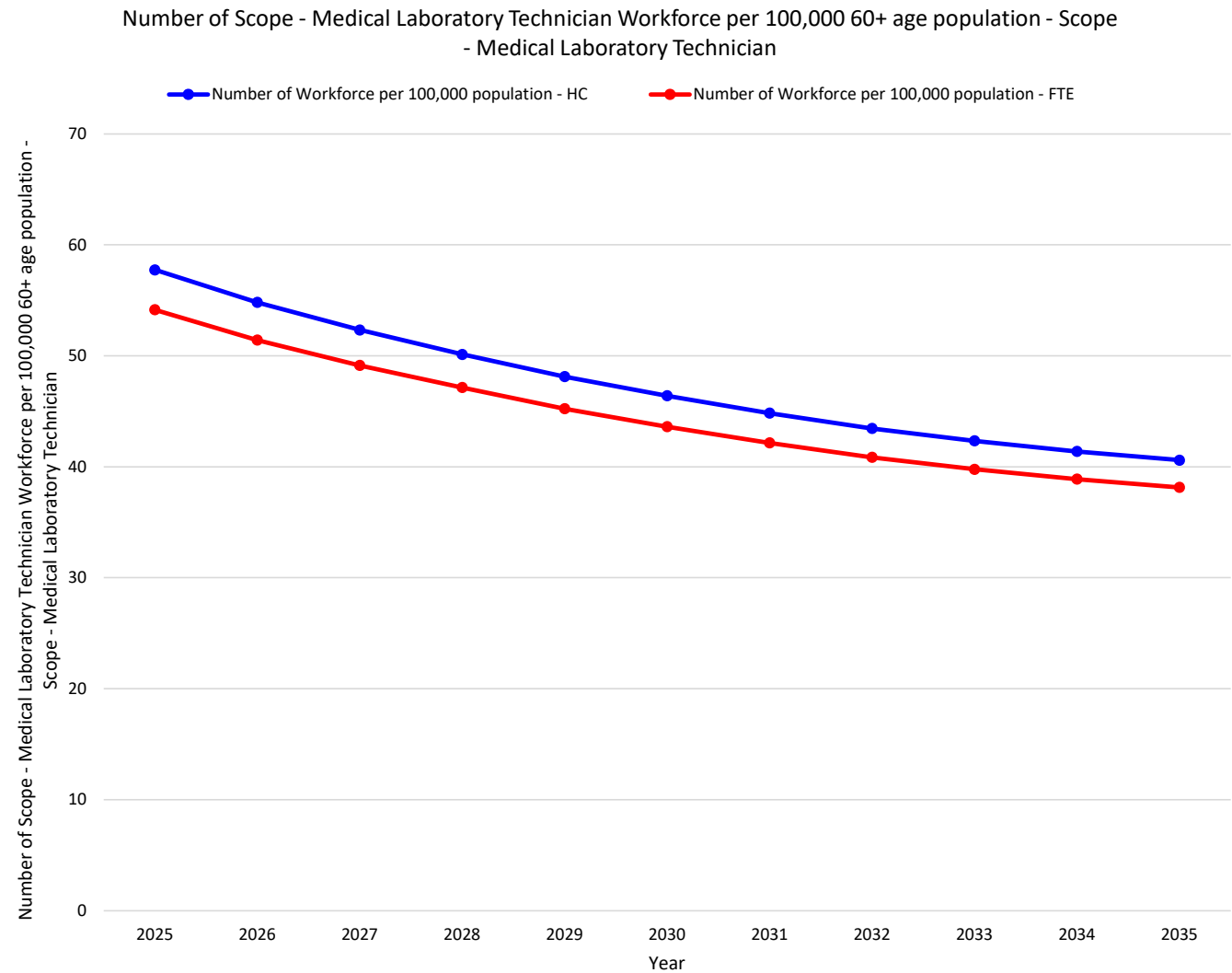
**MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND**
TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

Forecast workforce per 100,000 60+ age population

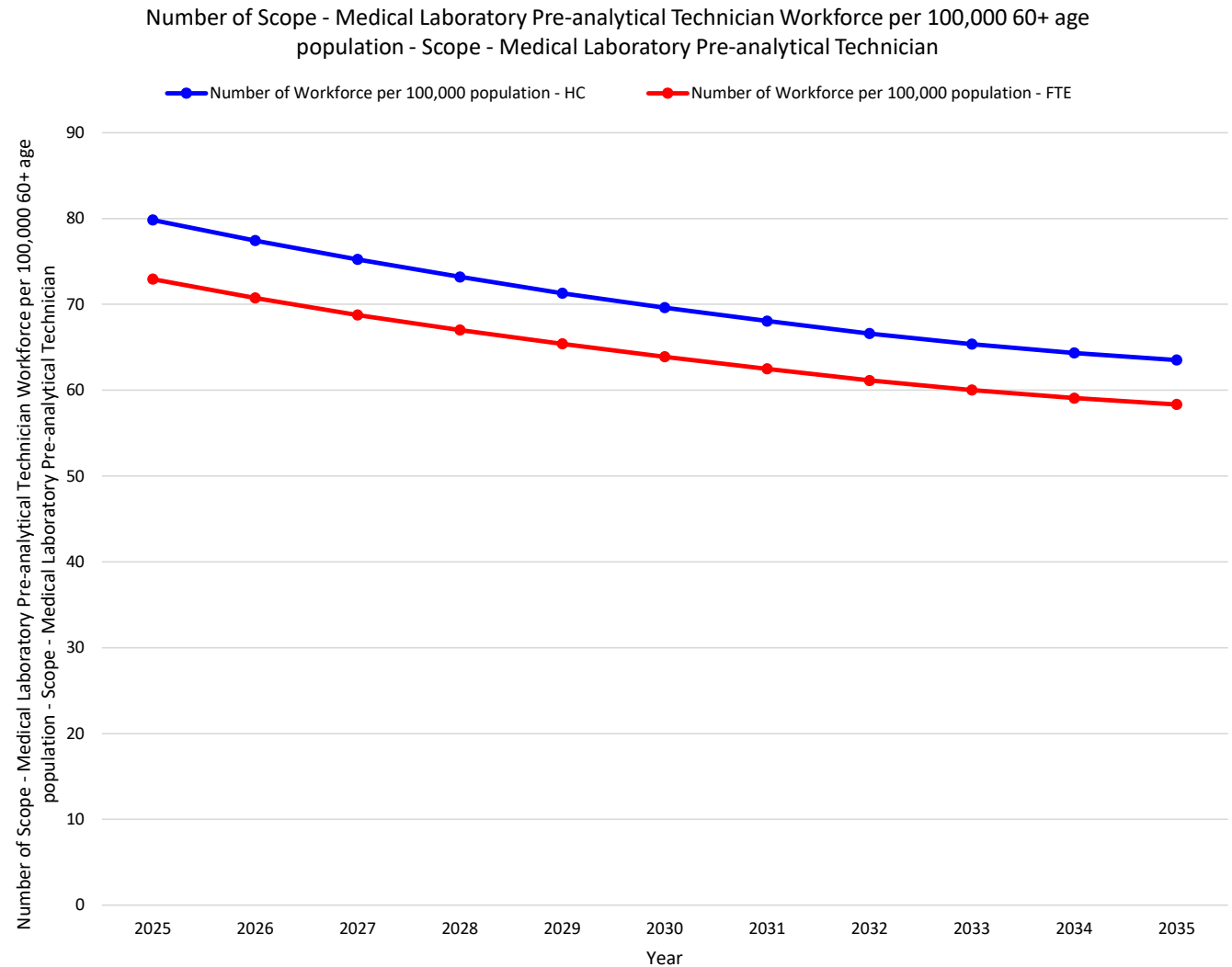
Medical laboratory scientist



Medical laboratory technician



Medical laboratory pre- analytical technician



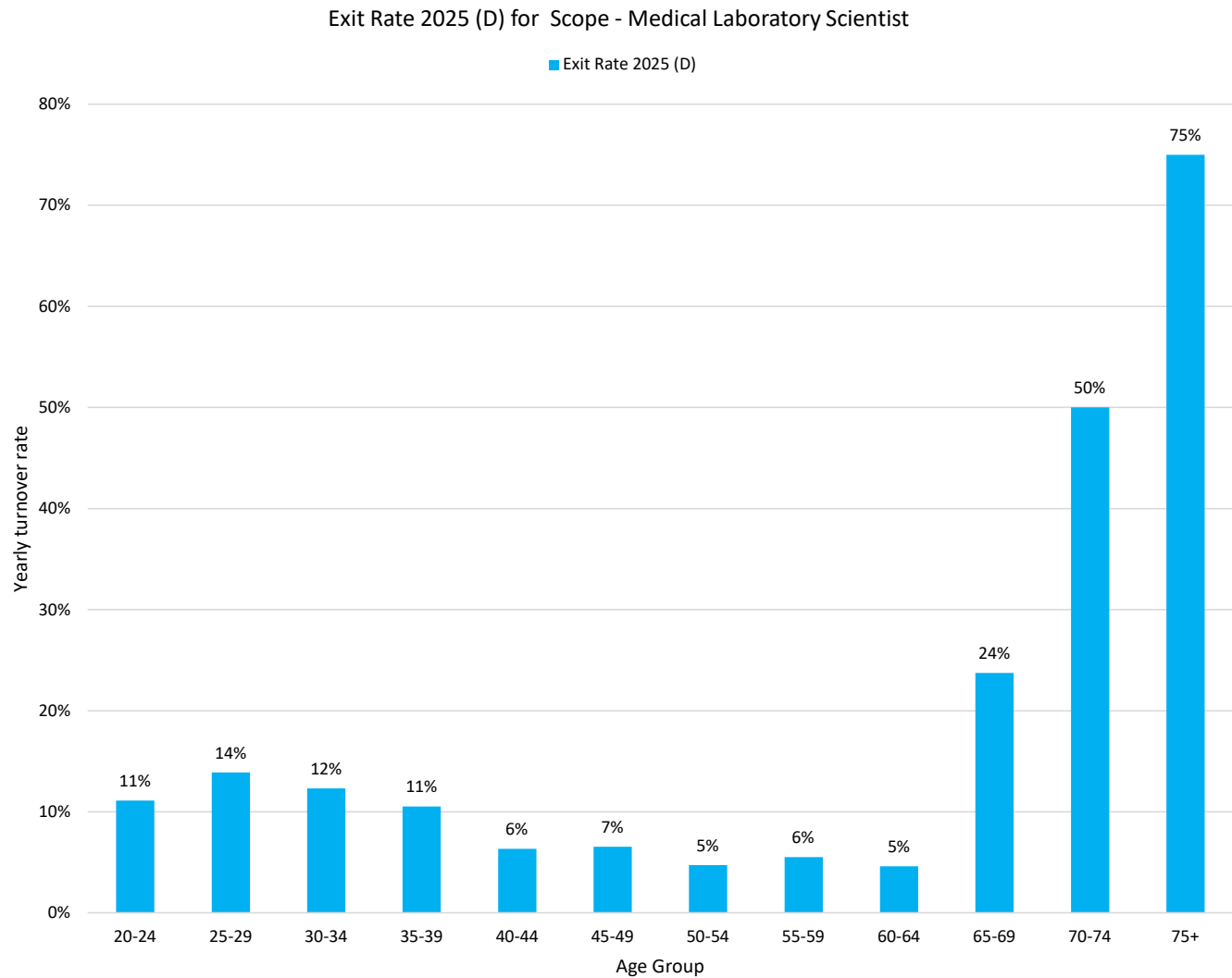


MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND
TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

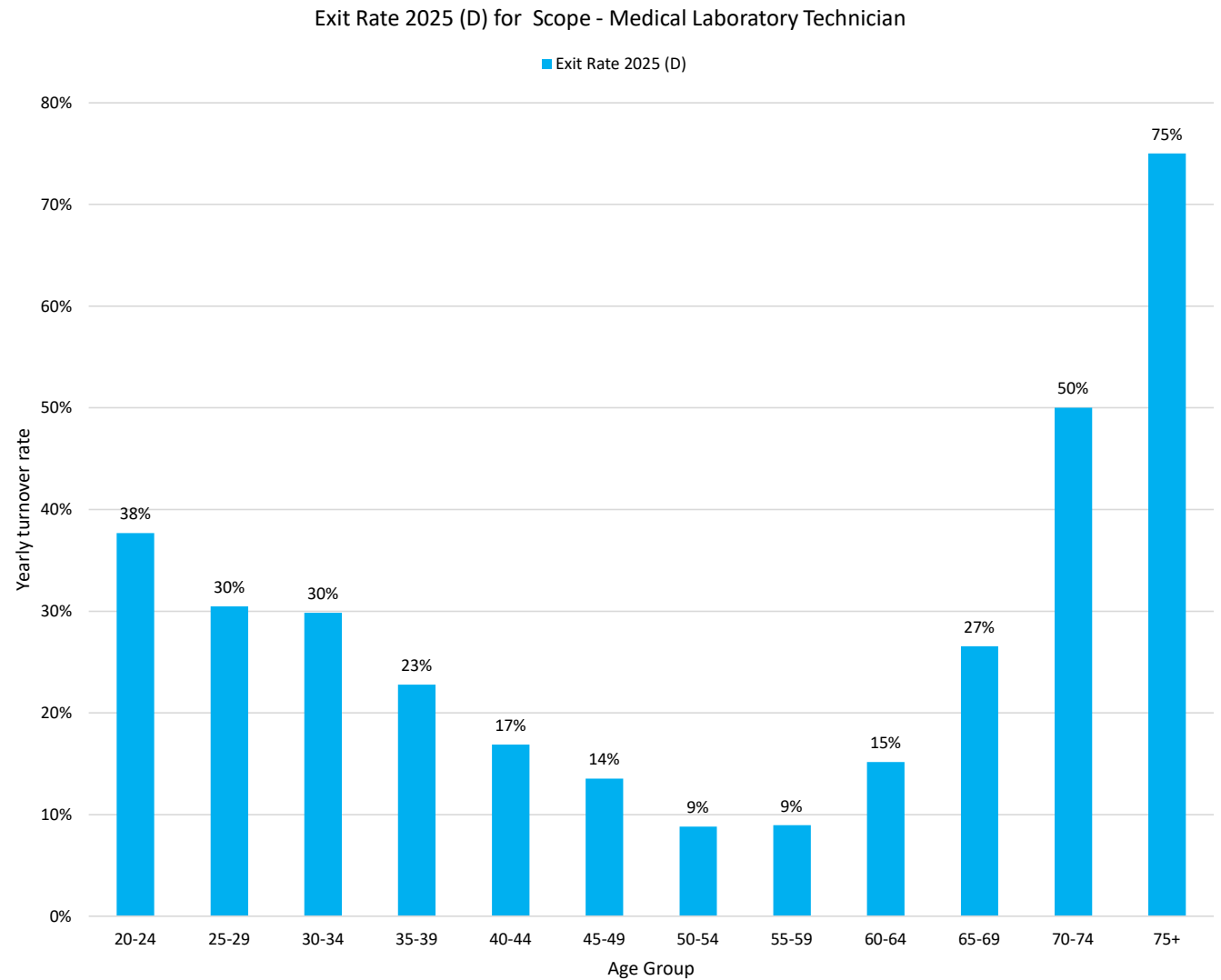
Forecast exit rates in 2025

The following graphs provide the chance (as a percentage) of a practitioner not renewing their APC/ceasing practice in the specified age group.

Medical laboratory scientist

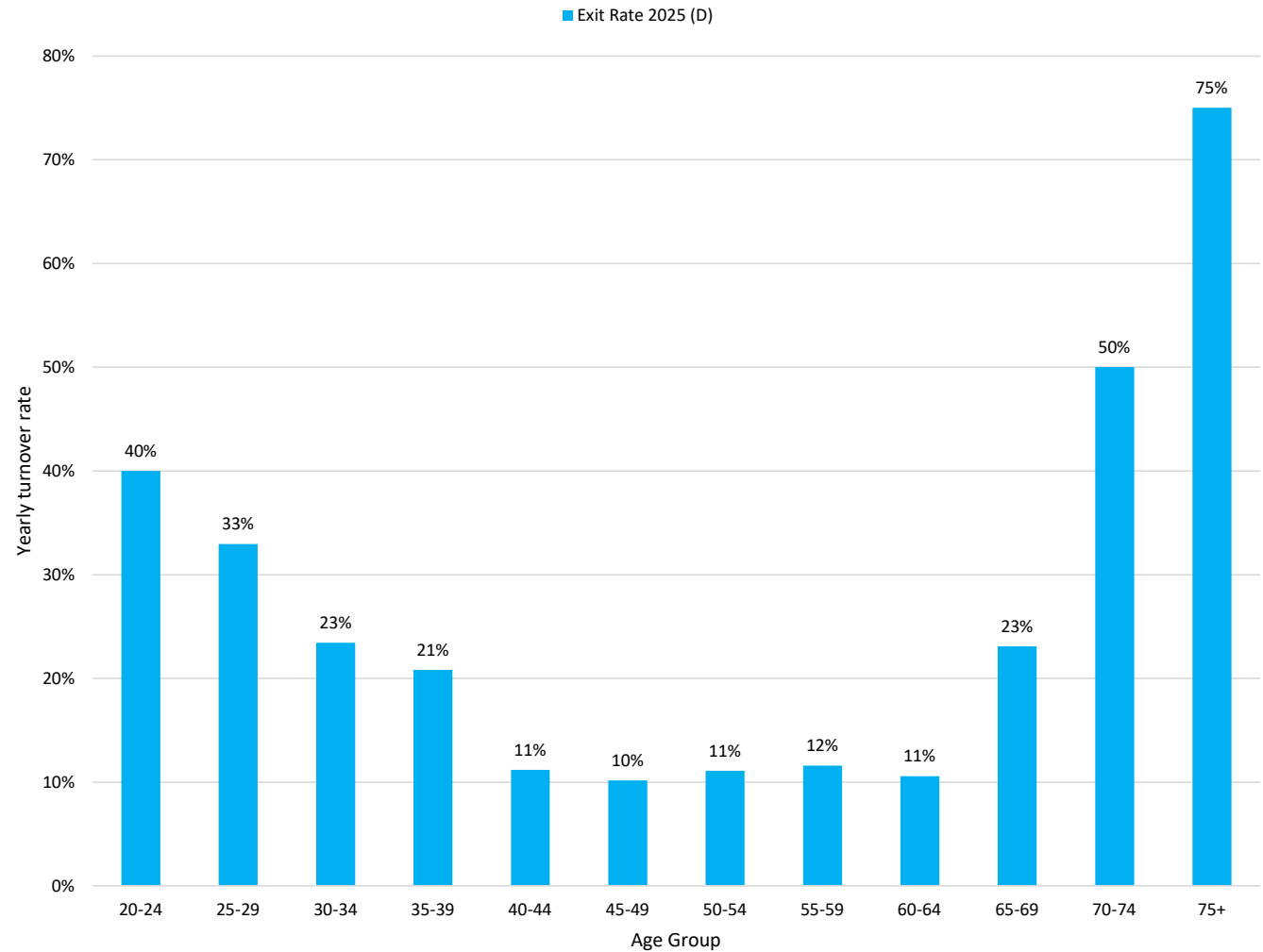


Medical laboratory technician



Medical laboratory pre- analytical technician

Exit Rate 2025 (D) for Scope - Medical Laboratory Pre-analytical Technician





MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND
TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

Forecast workforce shortfall

This forecast is based on the 2025 workforce data. This table only shows relative difference between 2025 and 2035 and does not include current shortages.

Forecast is based on average rates of new entry, re-entry and exit over the past 3 or 5 years.

| | Ratio of FTEs to relevant population (FTE per 100,000) | | | Relevant population group | Minimum additional entry needed per year to par with population growth* |
|--|--|----------------|--------------------------------|---------------------------|---|
| | 2025 | Projected 2035 | Percentage change in FTE ratio | | |
| Medical Laboratory Scientist | 140.9 | 113.6 | -19.4% | 60+ | 71.5 |
| Medical Laboratory Technician | 54.2 | 38.1 | -29.6% | 60+ | 76 |
| Medical Laboratory Pre-Analytical Technician | 72.9 | 58.3 | -20.0% | 60+ | 53.5 |

*This is the minimum additional entry per year we need on top of current entry to maintain the current ratio of workforce per relevant population for the next 10 years



22 August 2025

Kia ora Sue and Hamish

Apologies for the delay in getting this to you, it is a follow-up to the meeting we had on 31 July. One of the points of discussion was the CPD programme and some of the confusion and conflict we experience with some of our membership when they are applying conditions from other CPD programmes or if they are seeking advice from the MSC.

The NZIMLS programme is quite prescriptive in the way we differentiate between General and Substantive classification of CPD points. We firstly consider Substantive points to be those that specifically relate to the practice and learning within the Medical Laboratory Science (Pathology) field (as per the MSC policy document definition). We don't specify individual disciplines within Pathology as we allow members to claim full points of learning if they were attending a multi-discipline meeting. (Similar to the South Island Seminar you attended a couple of years ago in Nelson where presentations were given by individuals from different areas of the Laboratory.) All of these hours/points can be claimed as Substantive learning.

Conversely, General points relate to any learning in the healthcare environment or activities that are important but not necessarily sciences based. We also try to ensure that General activities relate to healthcare (again as per the MSC policy document definition) although we have included general cultural learning in the General section. We do not consider it Substantive as it does not relate specifically to Medical Laboratory Science.

To be more specific regarding some of the claims and queries we have been receiving: Members (Scientists) have been claiming 50 points for completing a Māori language programme operated by Awanui Labs. Firstly, Awanui Labs does not have scientists in its CPD programme and secondly a scientist in the NZIMLS programme should be following the requirements of the NZIMLS programme, not the Awanui one. Unfortunately, when NZIMLS CPD members are unhappy with the number of points they are able to claim within the NZIMLS programme they have gone to the MSC to query this and have been told these points are substantive and they can claim a full 50 points. As far as the NZIMLS is concerned this is false on both counts. The members can claim points in the General category and only to a maximum of 10 points per year. This is to ensure that General CPD claims do not exceed 40% of total CPD activities in total as per the MSC requirements.

We also have cases of our members completing Te Ao Maori kete courses hosted on the MSC website and claiming up to 52 points as Substantive CPD for these. We ask who and how the CPD points for these were assigned as the points allocated do not fit within our CPD programme,

The other point I was to expand on was the MSC Online Examination. At the meeting I explained a situation LabPlus Auckland experienced with staff members who had sat the MSC Online Examination and passed. They were still working as technicians but could be employed as a scientist if a position came available. When LabPlus did have a position, several of these technicians applied for the role and it was decided that as a means of vetting for the job they would ask the candidates to complete a small test with questions that new graduates would be expected to easily answer. It was found that all these technicians were unable to answer the questions raising concerns about the suitability of the online exam to assess the academic standard of these qualified scientists overseas. It has been a long-held belief that the online exam does not assess the capability of the overseas qualified scientists to an equivalent standard to our locally qualified graduate scientists.

The NZIMLS has documentation from LabPlus outlining the process taken that demonstrates these shortcomings and believes the MSC needs to review its process for the equivalency assessment.

We would be happy to share the documentation and to discuss these and other matters of shared interest that will benefit practitioners, the profession, and the public.

Regards

A handwritten signature in black ink, appearing to read 'Tony Barnett' with a stylized flourish at the end.

Tony Barnett
NZIMLS President



11 November 2025

Tony Barnett
President
NZIMLS

By email: president@nzimls.org.nz

Kia ora Tony

1. Thank you for your letter of 22 August 2025. This was tabled and discussed at the recent Medical Sciences Council meeting.

Recertification programmes

2. Thank you for your explanation regarding your definition of hours and requirements for your members to comply with your policy regarding engagement in activities that contribute towards recertification. These were noted.
3. As you will be aware, under its recertification programme and policy, practitioners in the medical laboratory science profession must complete a minimum of between 24 and 40 hours of continuing development each two years. The amount required being dependent on the practitioners' scope of practice.
4. The Council has provided a list of examples of general and substantive professional development within its policy, and this is available to all practitioners. If called for audit practitioners will be audited against the Council's requirements.
5. The Council has provided resources on its website to support education around certain aspects of practice. These are not compulsory, and practitioners can access them if they want. The Council has not allocated hours to these education resources.
6. There is obviously disconnect between the components of your programme and those required by the Council under its recertification programme (s41 of the Health Practitioners Competence Assurance Act). As we progress with our review of the scope of practice, the Council will be reviewing all requirements for practitioners. This will include those related to recertification and all that is included within that policy. At that time, it will be essential that programmes align so that this disconnect does not continue to occur.

7. In the meantime, we have instructed our staff to advise people who question matters regarding engagement in your programme to contact your organisation for confirmation. We have also instructed them to provide these people with our policy so that they are aware of the Council's requirements.

Concerns about practitioners

8. Thank you for raising the matter regarding the competence of a number of practitioners that was brought to your attention by LabPLUS.
9. Since your letter, the Council has spoken with a representative of LabPLUS who explained the process that had been taken.
10. As you will understand the Council is the regulator of medical laboratory science practitioners and as such it can, and will, take action when concerns are raised about an individual and their competence to practise.
11. While your organisation has raised concerns, the Council has not received any specific information about any individual practitioner and accordingly it cannot address any matters of competence that may exist.
12. To address this, the Council will contact LabPLUS for further information.
13. Section 34 of the Health Practitioners Competence Assurance Act (2003) provides a framework around which notifications that relate to competence can be brought to the attention of the Council. I have copied this below for your information.
14. You will note that there is no mandatory requirement for a health professional to make a notification to the responsible authority if they have concerns about a practitioner's practice, but there is for an employer (s34(3)).

Section 34 Notification that practice below required standard of competence

- (1) If a health practitioner (**health practitioner A**) has reason to believe that another health practitioner (**health practitioner B**) may pose a risk of harm to the public by practising below the required standard of competence, health practitioner A may give the Registrar of the authority that health practitioner B is registered with written notice of the reasons on which that belief is based.
- (2) If a person holding office as Health and Disability Commissioner or as Director of Proceedings under the Health and Disability Commissioner Act 1994 has reason to believe that a health practitioner may pose a risk of harm to the public by practising below the required standard of competence, the person must promptly give the Registrar of the responsible authority written notice of the circumstances on which that belief is based.
- (3) Whenever an employee employed as a health practitioner resigns or is dismissed from his or her employment for reasons relating to competence, the person who employed the employee immediately before that resignation or dismissal must promptly give the

Registrar of the responsible authority written notice of the reasons for that resignation or dismissal.

- (4) No civil or disciplinary proceedings lie against any person in respect of a notice given under this section by that person, unless the person has acted in bad faith.
15. The fitness to practise sections of the Act are aimed at addressing issues of competence that may be identified. They are designed to support the education and ongoing competence of practitioners. When issues are raised, processes undertaken can include competence reviews which may lead to the development of competence programmes. Processes can also include suspending a practitioner or placing conditions on their practising certificate, should it be identified that their practice poses a risk of serious harm.
16. Representatives from the Council secretariat have met and discussed how to raise concerns with members of the sector, however it is obvious that there is a need for more education and awareness raising of this matter. Perhaps NZIMLS would like to work collaboratively with the Council as part of this campaign?

Examination

17. The Council is currently working through a process of review of the examination. We will be seeking expressions of interest for members of an examination governance group that oversees the quality assurance of the examination. The Council would actively encourage representatives of your organisation with the required knowledge and skills to apply.

Thank you for bringing these matters to our attention.

Naku noa ngā



Dr Susan Calvert
Chief Executive
Medical Sciences Secretariat Limited
for Medical Sciences Council

cc: Sharon Tozer

NZIMLS and MSC quarterly meeting, Thursday 13 November 2025 at 2:00pm.

Present: Tony Barnett, Ajesh Joseph, Sharon Tozer, Sue Calvert, Hamish McDouall, Peter Lourie, Megan Kenning

Apology: Sujata Hemmady

- Future speaking opportunities for Te Ama Tōtika at future NZIMLS ASMs
Valued opportunity to speak at ASM25. Would like to continue with a session at future ASMs. ST to add to Conference Committee agenda.
- Promoting the profession
MSC have statistics which they will share with NZIMLS. How can we collectively encourage Māori/Pacifika to get into MLS. TB also pointed out discrepancies between salaries in public vs private labs. NZIMLS supporting career expo's around the country. Not the role of the MSC to be promoting the profession. Both entities will include promotion in planning for next year.
- Scope of Practice update/Accreditation standards
MK: continuing to work on the SOP/Accreditation standards, with the plan to go out for consultation next year. AJ requested that MSC let ST know when the consultation is going out so that NZIMLS can let practitioners know in advance and encourage submissions. Hoping to have consultation document available in January 2026. Accreditation standards will follow afterwards with a separate consultation document.
- Online exam: SC noted exam is here to stay. It needs to be valid and reliable. MSC have completed a lot of work around the exam structure and questions. MSC are satisfied that it is a rigorous satisfactory examination. Exams are proctored to make sure there is no cheating etc. MSC have followed up with regard to the issues raised by NZIMLS and are working on this matter. TB pointed out that the LabPlus issue was around MLTs who had passed the examination, however, did not meet the standard of a scientist. Ideally, those passing this examination should be at a new graduate level. SC advised that the MSC has responded to LabPlus directly.
SC – keep the lines of communication open if there are concerns about certain practitioners. AJ noted that competence standards do vary from employer-to-employer.
- Pathology assistants. SC has spoken to the Ministry who have not heard anything about this group of practitioners. TB asked if the Ministry will be following up on these practitioners and SC advised there is potentially nothing the MSC can do. TB agreed would be good if NZIMLS could speak directly with the Ministry. There are quality control issues around this due to the work being carried out by these staff (this includes unregistered trainees currently in the workforce). Currently no-where for these practitioners to 'fit' in a scope of practice. MSC will investigate further. TB queried who would be liable if an issue arose? General consensus is that it would be the employer. SC to provide contact details for the Ministry of Health.
- MSC response to President's letter (dated August) re Cultural Competency
SC noted that MSC have decided to refer this back to NZIMLS as it is their CPD programme. Agree that this needs to be unravelled; however, need to get the SOP correct first. TB: NZIMLS need to ensure that the programme fits within the Act – the MSC need to assist with this to ensure NZIMLS are heading in the right direction. NZIMLS wish to retain the General vs Substantive sections of the programme.
- Update on MSC CPD 2026 audit –timeline and process. SC advised this will start around July. The latest audit is complete, and the new system worked very well. Received some good feedback from practitioners.

- Unregistered trainees in the workforce
How to communicate to employers that qualified workers must be registered? HMcD suggested that the Unions should be made aware of the requirements, and TB also suggested IANZ. IANZ have the power to look at the workforce and ask the right questions. AJ advised he has approached both the Unions and IANZ, and neither were interested. IANZ stance is that if a trainee is supervised, then there is no issue.
- Workforce statistics
MSC will share the statistics they have gathered.
- ARA training course for technicians
AB: initial concerns were that ARA were introducing a new qualification for discipline specific technicians, however this does not seem to be the case. ARA do seem to be 'cherry picking' the people they want; NZIMLS currently supplying the QMLT for technical disciplines and ARA is providing for Pre-analytical. If NZIMLS were not to offer the Preanalytical anymore, then it would not be viable for us to continue with the QMLT exams. ARA does not have the capacity to run the discipline-specific courses.

ST to send Microbiology/Biochemistry and Molecular Diagnostics curricula and Practical Assessments to SC, HMcD and MK.

Meeting closed at 3:10pm.

From: [NZIMLS President](#)
To: olivia.hurnard@gmail.com; denise.burton@fortrichard.com; naduli20@gmail.com; megan.smith@awanuilabs.co.nz; [Tessy](#); madden.family@xtra.co.nz; caseyobyne1994@gmail.com; [Tracy Camp \(CMDHB\)](#)
Cc: [Sharon Tozer](#); [NZIMLS President](#)
Subject: Microbiology SIG committee formation.
Date: 5 November 2025 11:09:00 am
Attachments: [18.1 SIGs 20250613 TSSIG Meeting minutes.pdf](#)

Kia ora team,

Thank you so much for showing interest in the formation of a Microbiology SIG committee.

At the recent Microbiology SIG meeting in Auckland, I spoke about the desire to form a Microbiology SIG committee, this is part of a process improvement project to set up Special Interest Group (SIG) committees for each discipline to discuss points of interest ie. the SIG meeting, presentations, publishing, QMLT exams – examiners and moderators etc. and get more engagement across the entire country.

Currently the Transfusion Science SIG and the Preanalytical SIG have active committees, this is run by the convenor and usually requires 2 or 3, 30min -1hour online meetings per year just to talk about upcoming events and who can assist with their function.

I'd like to thank our long serving Microbiology SIG convenor, Tracy Camp who has stood down from that role due to increased work commitments. She had done a great job for a number of years in that role but it does mean we currently have a vacancy for the Micro SIG convenor role, although we do have an applicant for this role that needs to be ratified by council.

I'm really pleased with the response to form this Microbiology group and suggest we plan a Teams meeting to discuss its function. Unfortunately, these meetings will have to be held outside work hours to begin with as we don't want to burden employers unnecessarily.

Can I suggest a time of **7.30 Tuesday 11 Nov** as a first meeting.


Please respond if you can or can't make that time so I can make arrangements to ensure everyone has the opportunity to attend.

I have also attached the minutes of the Transfusion Science SIG committee meeting to give some context to the potential discussion.

Ngā mihi nui,

Biographical Sketch NZIMLS Region 5 Representative

Tessy George
Pacific Edge Ltd, Dunedin

| | | |
|--|--|-------------|
|  | Current NZIMLS Membership Status | Full Member |
| Present Position | Senior Clinical Laboratory Scientist/Quality Manager (Pacific Edge Diagnostics NZ Ltd, Dunedin) | |
| Date Qualified | 2018 | |
| Previous Positions | Medlab Central, Palmerston North Massey University, Palmerston North Blis Technologies Ltd, Dunedin | |
| Details of Institute, Council, SIG Involvement | <ul style="list-style-type: none"> • NZIMLS examiner • Member of New Zealand Medical Laboratory Quality Managers Group • Member of New Zealand Microbiological Society | |
| Statement of reasons for standing for office | I would like the opportunity to enthusiastically represent medical laboratory staff to promote continuing professional development programmes and facilitate communication between regional medical laboratories to enable better outcomes for colleagues. | |

From: [NZIMLS President](#)
To: [Ajesh Joseph](#); [Sharon Tozer](#); [NZIMLS Vice President](#)
Subject: RE: Cytology meeting
Date: 15 September 2025 7:22:41 pm
Attachments: [image001.png](#)
[image004.png](#)

Thanks team,

Can this go on the next agenda please.

Regards

Tony

From: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>
Sent: Monday, 15 September 2025 4:03 pm
To: Sharon Tozer <sharon@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>
Cc: NZIMLS President <president@nzimls.org.nz>
Subject: RE: Cytology meeting

Hi Sujata
 I will let you know when I get a reply from the Cytology group.
 Regards,
 Ajesh

From: Sharon Tozer <sharon@nzimls.org.nz>
Sent: Monday, 15 September 2025 16:02
To: NZIMLS Vice President <v.president@nzimls.org.nz>; Ajesh Joseph <ajesh.joseph@nzimls.org.nz>
Cc: NZIMLS President <president@nzimls.org.nz>
Subject: RE: Cytology meeting

Thanks Sujata.

I am not aware of when they want to hold this event, other than "in November:!"

With regards

Sharon

From: NZIMLS Vice President <v.president@nzimls.org.nz>
Sent: 15 September 2025 3:59 pm
To: Sharon Tozer <sharon@nzimls.org.nz>; Ajesh Joseph <ajesh.joseph@nzimls.org.nz>
Cc: NZIMLS President <president@nzimls.org.nz>
Subject: Re: Cytology meeting

Hi Sharon,

Both LabPLUS and Middlemore Hospital have meeting rooms that can accommodate around 20 people and are usually available free of charge. However, it's important to book them early, as they tend to get reserved very quickly.

Regards,

Sujata



From: Sharon Tozer <sharon@nzimls.org.nz>

Sent: Monday, September 15, 2025 3:48 PM

To: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>

Cc: NZIMLS President <president@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>

Subject: RE: Cytology meeting

Perfect!

With regards

Sharon

From: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>

Sent: 15 September 2025 3:46 pm

To: Sharon Tozer <sharon@nzimls.org.nz>

Cc: NZIMLS President <president@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>

Subject: RE: Cytology meeting

Hi Sharon

Thank you for the rules around the meeting and I don't think their membership can cover the cost. If they come back I will ask her to arrange it in our conference room or request a room at Auckland hospital laboratory if possible.

Kind regards,

Ajesh

From: Sharon Tozer <sharon@nzimls.org.nz>
Sent: Monday, 15 September 2025 15:38
To: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>
Cc: NZIMLS President <president@nzimls.org.nz>; NZIMLS Vice President <v.president@nzimls.org.nz>
Subject: RE: Cytology meeting

Hi Ajesh

Just looking through the correspondence regarding this, and Megon noted that they only have 16 members, so I doubt there would be many attending. It is not financially viable to hire a room for such a small group. The venue and catering costs would well exceed the income and our policy states "All continuing education activities must recover costs from participants including a budgeted return of a minimum of 20% to the NZIMLS to cover overheads. This does not include accommodation if included in the registration costs."

Therefore, the options for this group are:

- Use a training room within a hospital if there is anything available. Catering would need to be minimal.
- Hold a virtual meeting. (This may be tricky, as I do not have the training or the software to run a full virtual meeting.)

Any other ideas would be welcomed!

With regards

Sharon

From: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>
Sent: 15 September 2025 12:01 pm
To: Sharon Tozer <sharon@nzimls.org.nz>
Subject: RE: Cytology meeting

Hi Sharon

Yes they want office to do registrations. I will pass this info to Megon and if they wish to go ahead, I shall ask her to contact you. Is that Ok?

Regards,
Ajesh

From: Sharon Tozer <sharon@nzimls.org.nz>
Sent: Monday, 15 September 2025 11:33
To: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>
Subject: RE: Cytology meeting

Hi Ajesh

I'm happy with Distinction, but if they want to go to Auckland, I will find something.

Are we completing registrations for this? If so, the cost will be \$160.00 for a NZIMLS member, or \$225.00 for a non-member.

I have been in discussions with Megon previously with this, so best I take it from here.

With regards

Sharon



Sharon Tozer AT, CAANZ
Chief Executive Officer

PO Box 505, Rangiora 7440, New Zealand
+64 3 313 4761 • M +64 21 229 5454

sharon@nzimls.org.nz • www.nzimls.org.nz



New Zealand Most Trusted Business Award Winner 2024

Vote for NZIMLS for the Most Trusted Business Awards 2025

<https://mosttrusted.co.nz/item/new-zealand-institute-of-medical-laboratory-science/>



From: Ajesh Joseph <ajesh.joseph@nzimls.org.nz>

Sent: 15 September 2025 11:28 am

To: Sharon Tozer <sharon@nzimls.org.nz>

Subject: Cytology meeting

Hi Sharon

I hope you had a nice weekend.

Our council meeting discussed about the Cytology meeting - in progress. Megon Shoubel from Waikato is organizing this meeting. They got 6 speakers for this meeting but it is not yet clear how many attendees are expected. Can we find them a room either in Auckland or Hamilton? Auckland may be the best suited option. If they are happy with Hamilton, We can book a room in Distinction. Also how much should we charge them- will that be same SIG seminar fee or less?

Kind regards,

Ajesh Joseph

From: [Pippa Grainger \(ADHB\)](#)
To: [Fran Rae](#); [Roberto Mazzaschi \(ADHB\)](#); [Sharon Tozer](#)
Subject: RE: Additional attendees MOLD SIG25
Date: 13 October 2025 9:04:28 am
Attachments: [image001.png](#)

Kia ora,
 Thanks Fran, Sharon and Roberto for a fantastic day.

Fran and Sharon, you really do make it simple for us to put on a SIG, which speaks to your experience, and sensational organisational skills, also I am sure a lot of work behind the scenes.

And Roberto, thanks so much for working so hard behind the scenes to make it all work.

For me this felt easy, and the room was full, most seats still full at the end of the day, and the tea breaks were full of excited and positive energy.
 We had so many talks we had to turn great talks away and had to shorten every break to as short as possible so they definitely crammed as much science as humanly possible into those CPD points.

And credit to Roberto for being able to convince so many clinicians, pathologists and high profile people to attend, as well as brilliant talks from the every level.

Although I couldn't be there the whole day I was so pleased to hear that a Technician from Wellington won the speakers prize, which is awesome that our techs are being recognised and feeling comfortable enough to get up in front and speak in front of everyone.

Ngā mihi
 Pippa

Pippa Grainger, PhD (she/her)

Kaiārahi i ngā kaupūtaiao - Scientist Unit Manager | Diagnostic Genetics | LabPlus
Department of Pathology and Laboratory Medicine | Te Toka Tumai | Auckland

waea: : +64 9 307 4949 Ext: 22010 **waea pūkoro:** 021462365 | **īmēra:** pgrainger@adhb.govt.nz
 Building 31, Auckland City Hospital, Gate 4 off Grafton Road
 Reach us in our local channels: adhb.govt.nz | [Facebook](#) | [LinkedIn](#)



Health New Zealand | Te Whatu Ora

The information contained in this email and any attachments is confidential and intended for the named recipients only. If you are not the intended recipient, please delete this email and notify the sender immediately. Te Toka Tumai accepts no responsibility for changes made to this email or to any attachments after it has been sent.

From: Fran Rae <fran.rae@nzimls.org.nz>
Sent: Thursday, 09 October 2025 1:23 pm
To: Roberto Mazzaschi (ADHB) <RobertoM@adhb.govt.nz>; Sharon Tozer <sharon@nzimls.org.nz>
Cc: Pippa Grainger (ADHB) <PGrainger@adhb.govt.nz>

Report on PASSIG Seminar, 15th November 2025, Waipuna Hotel, Auckland

The PASSIG Seminar held on 15 November at the Waipuna Hotel in Auckland was a highly successful and well attended event bringing together 253 participants from across New Zealand. The seminar showcased a full day of engaging and informative presentations, all of which were of equally high quality in both content and delivery.

Special thanks to Tony Barnett who presented an insightful session on *The Importance of Blood Cultures in the Diagnosis of Sepsis*, emphasising best practices and the critical role of early detection and Mike Legge, whose presentation on *Ethics in the Workplace* provided valuable perspectives on ethical challenges in laboratory practice.

The seminar also recognised outstanding presenters -Te Kiriwai Banefield was awarded best presentation for her presentation on *Cultural Competency*. Gaye Duffill received the second best presentation award for her engaging talk titled *Phlebotomy: Now and Back Then*.

A special moment of celebration honoured two staff members who have each served more than 50 years in the laboratory profession, acknowledging their exceptional dedication and longstanding contributions.

During the event the convenor also introduced the newly appointed NZIMLS Council members to the audience.

A vote of thanks was extended to Cathy Hobson for her invaluable support with registration and the overall coordination of the seminar. The convenor also expressed sincere appreciation to all presenters and attendees for their time,effort,and commitment, which collectively contributed to the success of the seminar.

The PASSIG Seminar 2025 proved to be a memorable and inspiring event, reflecting the strength and professionalism of the pre-analytical community.

Ajesh Joseph

Passig Convenor

NB: Apologies for the poor photo quality.



NZIMLS THE NEW ZEALAND INSTITUTE OF
MEDICAL LABORATORY SCIENCE (INC)

Pre Analytical Services Special Interest Group Seminar







From: [Holly Perry](#)
To: [Sharon Tozer](#)
Subject: University of Otago BMLSc Advisory Committee
Date: 30 October 2025 10:56:44 am
Attachments: [Outlook-University](#)
[MedLabSci 2025 Terms of Reference External Advisory Group.docx](#)

Hi Sharon,

We have recently formed an advisory committee for our Bachelor of Medical Laboratory Science. The purpose of this committee is provide advice and guidance to ensure the Medical Laboratory Science training provided by the University of Otago is fit for purpose for the future practice of medical laboratory scientists in New Zealand.

I am attaching the terms of reference. You can see in this document that we require an NZIMLS representative. I am hoping one of the regional representatives would be willing to take up this role.

We are looking to hold the first meeting virtually in February 2026.

Thanks for your help with this Sharon,

Warm regards,

Holly



Dr Holly Perry | PhD, MSc, MPhil
Senior Lecturer, Department of Medical Laboratory Science

OMSRS Meeting Secretary

University of Otago | Te Whare Wānanga o Otāgo
Tel/Waea +64 3 479 7427 | Mobile/Waea pūkoro +64 21 133 1115
Hours/Haora puare Monday to Friday, 9am to 5pm

Hercus Building G05, 58 Hanover Street, Dunedin | Ōtepoti
New Zealand | Aotearoa

Email/Imera holly.perry@otago.ac.nz

Website/Pae tukutuku www.otago.ac.nz/healthsciences/expertise/Profile/?id=3486



Terms of Reference –External Advisory Group

The Otago University Department of Medical Laboratory Science External Advisory Group was established in 2025. In an advisory capacity only, this group provides general strategic insight and direction to the Department's executive team, which is responsive to changes in the Medical Laboratory Science degrees and maximises synergistic relationships. This committee will support curriculum reform and the department's general operations.

Purpose / Whāinga

The EAG will:

- Provide advice and guidance on the Medical Laboratory Science curriculum that may include other matters related to education and/or research relevant to Medical Laboratory Science.
- To provide advice and guidance to ensure the Medical Laboratory Science training provided by the University of Otago is fit for purpose for the future practice of medical laboratory scientists in New Zealand.
- Advise on and facilitate the Department`s engagement with the broader medical laboratory scientist community, including hospital, community, and chain medical laboratories or related industries. Specifically, the goal is to develop mutually beneficial relationships with these groups to improve and enhance medical laboratory science-based programmes and education in New Zealand, leading to better health outcomes for the population.
- Contribute to the Department`s recruitment strategies for its undergraduate and postgraduate programs, including both domestic and international markets, keeping in mind the need for a robust workforce development plan that exists for the profession in the clinical laboratories and research.

Working methods / Huarahi whakatutuki

The EAG will meet at least THREE (3) times per year or more regularly as required to achieve specific goals. The meetings may be held via electronic means, as determined by the agenda requirement at the time.

Membership / Whakaurunga

Membership on the EAG will be for a period of three (3) years. Members will be nominated by the Faculty Lead of the Health Professional Programmes, in consultation with the Medical Laboratory Science HoD and members of the profession.

Internal members

- Faculty of Health Professional Programmes (Chair) or nominee.
- Medical Laboratory Science HoD or nominee.
- Administrative support person.

Advisory members

The advisory members may attend the meeting from time to time to provide expert advice on matters to be considered by the committee and determined by the agenda requirements at the time. Advisory members might include:

- Associate Dean, Postgraduate Programs.
- Associate Dean, Research.
- Associate Dean, Pharmacy Practice.
- Associate Dean, Māori.
- Associate Dean, Pacific.
- Associate Dean, International.

External Members

- New Zealand Institute of Medical Laboratory Science (NZIMLS) representative.
- International Medical Laboratory Science representative.
- Chief Advisor Medical Laboratory Science, Ministry of Health, NZ.
- Practising Medical Laboratory Scientist Te Whatu Ora/Health NZ.
- Practising Medical Laboratory Scientist PathLab or equivalent.
- Practising Medical Laboratory Scientist Awanui Dunedin, or equivalent.
- Practising Medical Laboratory New Zealand Blood Service.
- Where possible, professional representatives will include those from different disciplines.
- Four Medical Laboratory Scientists.
- Representative, Office of Māori Development, University of Otago.
- Representative, Medical Sciences Council
- Other representatives.

From: [Mike Legge](#)
To: [NZIMLS President](#); [Sharon Tozer](#)
Subject: RCPA Pathology Committee
Date: 18 November 2025 9:44:11 am

Good morning,

The newly formed RCPA NZ Pathology Committee will have its first Teams meeting on December 5th.

The membership is as follows:

| | |
|--------------------|---|
| Francis Cox-Wright | RCPA Advocacy appointment |
| Diane Kenwright | RCPA appointment NZ Deputy Chair RCPA Council |
| Peter Bethwaite. | Awanui |
| Ling Chan | Awanui |
| Samarino Mussad | ADHB |
| Richard Steele | Awanui |
| Mags Strauss | ADHB |
| Melissa Yssel | Awanui |
| Juliet Elvy | Awanui |
| Mike Legge | RCPA Chair Faculty of Science |

I am concerned about the 'loading of Awanui Pathologists but see how it goes at the meeting

Best wishes

Mike

10 November 2025

Hon Simeon Brown
Minister of Health
S.Brown@ministers.govt.nz

Urgent funding gap in Diagnostic Improvement Plan as pathology services excluded

Dear Minister Brown,

Further to our letter of 2 October 2025, I write to express our serious alarm that pathology funding has been excluded from the \$65 million Diagnostic Improvement Plan. This was confirmed to us at our meeting with Health New Zealand officials on 5 November 2025, where we were advised that the investment does not include any funding for the pathology services, essential to delivering the promised diagnoses.

Pathology underpins 100% of all cancer diagnoses and over 70% of clinical decisions. We welcome the funding of additional radiology procedures, colonoscopies, and colposcopies in the first year of the Plan. However, the program design has not factored in the additional pathology demand it will create: an estimated 7,330 anatomical pathology cases resulting in an unfunded gap of approximately \$2 million.

Laboratory staff are already working overtime. Routine gastrointestinal biopsy work now has a five-week diagnostic delay in some centres. More specimens will snowball wait times for patients. Cancer diagnoses will be delayed.

New Zealanders would be concerned to learn that the \$65 million investment in diagnostic improvement is at risk of failing to deliver its intended outcomes. We urge you to amend the program to include \$2 million of funding for pathology to accurately reflect the additional demand it will generate.

We seek an urgent meeting with your office to work through these matters and to support a program design that can be delivered safely and effectively. You cannot deliver diagnostics without pathology, and the program cannot meet its objectives without it.

Regards,



A/Prof Diane Kenwright

New Zealand Vice President

Royal College of Pathologists of Australasia

Agenda Items: NZIMLS Council Meeting November 2025

Mike Legge

Apologies for not being able to be at the meeting. I am Chairing a RCPA Faculty Science Committee meeting and AGM.

Items.

- M Legge re-appointed as Chair of the Faculty of Science by the RCPA Board of Directors
- M Legge appointed to the newly formed RCPA New Zealand Pathology Advisory Committee
- Currently helping the RCPA review the NPAAC National Pathology Guidelines
- QMLT examinations report (this will be ready after the BoE meeting)
- POCT: provisional agreement to set up a POCT course with the Dept of Medical Laboratory Science and the Department of Pharmacy. Possible Summer School by distance
- Dept Medical Laboratory Science recently underwent an AIMS review of the programme. Currently considering any requirements from the review.
- RCPA new Surgical Dissection course had 72 applicants. M Legge has asked for the New Zealand breakdown of enrolments.
- Christmas Quiz. Currently 20 submissions, three of which were individual. No fully complete answers yet. Last year there were 54 submissions in total.
- Strategic Plan: NZIMLS plan was 2023-2025. This requires a review and updating for the March 2026 Council meeting.
- ISO 29993. No progress to date. Prior to initiating this proposal NZIMLS should arrange a face-to-face meeting early in the New Year with TEC and other education authorities to obtain a definitive decision on where QMLT fits in the education framework.
- Initial discussions with the Department of Medical Laboratory Science indicate the possibility of discipline based QMLT qualified individuals gaining access to the second year BMLSc programme. Currently discussions on developing a distance taught pre-entry qualifying paper.
- Preliminary information indicates that the MSCNZ draft “Scopes of Practice” will be for consultation nearly next year.
- Nothing from AUT to report
- NZIMLS Council to consider investigating making Medical Laboratory Scientist and Medical Laboratory Technician protected titles, which would only the NZIMLS to use these titles or others with permission. It would not affect the BMLSc programmes

From: [Mike Legge](#)
To: [NZIMLS President](#); [NZIMLS Vice President](#); [Ajesh Joseph](#); [Sharon Tozer](#)
Subject: Putting Patients First: Summary of Submission
Date: 18 September 2025 3:44:36 pm

Hi All,

You will have seen the document put out by the MoH which to use a high-level scientific term is rubbish! You will recall the very badly constructed Submission document and the very limited opportunities for detailed responses so the outcome is not a surprise. It was clear from the Summary document that "Yes/No" answers were anticipated and that seems to be how the current analysis (if it can be called that) has been based. There is no critical discussion or reasoning in the Summary document but it is likely that someone will create recommendations from this. The final section at least indicates that many submitters were not happy with the original document but I am guessing that it will not be an issue as there was no critical discussion on this issue.

I guess we just wait and see what happens but it would be interesting to get the original data from the submission. Hmmmm. Do I feel another OIA coming on.

Best wishes

Mike

Conference Report

Blood 2025 and the 26th Regional Congress of the ISBT Perth, Australia

26-29 October, 2025

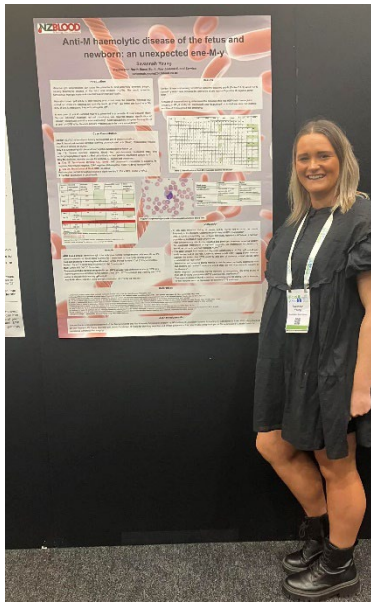
Savannah Young

Blood 2025 conference was combined with the 26th Regional Congress of the ISBT at the Perth Convention and Exhibition Centre, guaranteeing a bumper program. A highlight was the use of molecular techniques in transfusion medicine, not only for the resolution of blood groups, but for detection of cell-free DNA to predict fetal D-genotype for prophylactic Anti-D immunoglobulin management. A predicted requirement for up to 20,000 less doses of prophylactic anti-D per annum are possible due to this testing in Australia. Another stand out was Sara Chiaretti's presentation comparing cord blood derived cultured RBC and cord blood cells with adult RBC. She highlighted that both cord RBC and cultured cord blood stem cells are promising candidates for neonatal transfusion as both have HbF (fetal haemoglobin) compositions similar to neonatal RBC, versus adult RBC.

Australian transfusion laboratories were seeing increased effects of monoclonal antibody therapies such as Daratumumab (anti-CD38) interfering with red cell antibody testing and a novel soluble CD38 product was trialled, found by to successfully neutralize anti-CD38 with a short plasma incubation. Sessions by Jill Storry were great for brushing up on our serological "toolboxes" to solve complex antibody investigations and perfect for scientists newer to transfusion medicine. Finally, worldwide equity of safe blood and patient blood management systems were significant topics, ensuring the future of the blood supply is in safe hands.

The poster I presented was titled Anti-M haemolytic disease of the fetus and newborn: an unexpected ene-M-y. Particularly rewarding was discussing the case with an author of a previous case study whom I had cited in my poster, as well as another who had already implemented the pre-treatment mentioned in their laboratory.

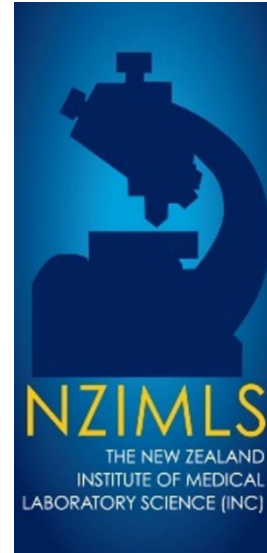
I would like to extend my sincere thanks to the Barrie Edwards and Rod Kennedy scholarship, awarded by the NZIMLS, for funding this trip. As an early career transfusion scientist this scholarship provided immeasurable opportunity to grow my knowledge and confidence in presenting transfusion topics. Thanks to New Zealand Blood Service, Dr Dhana Gounder, Dr Ben Paterson and Janine Gundersen for the support in sharing this case study.



Poster presentation session



Iconic Western Australian Quokka



NZIMLS President's Award for Outstanding Service to the Profession

Purpose of the Award

The President's Award aims to acknowledge and celebrate outstanding service by members to the medical laboratory profession. It recognises individuals whose commitment, dedication, and contributions have made a significant impact on the advancement and reputation of the profession in New Zealand.

Eligibility Criteria

To be eligible for nomination:

- The nominee must be a current Full Member or Associate Member of the New Zealand Institute of Medical Laboratory Science Inc. (NZIMLS).
- The nominee must have a minimum of five years' experience in an accredited medical laboratory in New Zealand.
- The NZIMLS President may nominate one individual during their two-year term who is not a member of NZIMLS or not working in an accredited laboratory, but who has made significant contributions to the profession or the Institute.
- The award is open to those who have demonstrated professional contributions, leadership or mentorship, academic achievement, and overall service to the profession, including:
 - Past and present members of NZIMLS-appointed committees
 - Past and present Convenors of Special Interest Groups (SIGs)
 - Past and present Convenors and members of ASM committees
 - Past and present Examiners and Moderators of QMLT examinations
 - Past and present members of the Board of Examiners
 - Past and present members of the NZIMLS Journal Editorial Board
 - Past and present NZIMLS Council members

Note:

- Life Members and Honorary Members are not eligible for this award.
- Recipients of the President's Award may only be considered for a second award after a minimum of two years has elapsed since the initial recognition.

Nomination Process

- Any current NZIMLS member may nominate any member for this award.
- The current President may nominate one individual from outside NZIMLS membership during their two-year term. The decision on such a nomination will be made by a selection panel comprising at least three members. The President must not be part of this panel.
- The nomination form will be available on the NZIMLS website.
- Nominations must be submitted to the NZIMLS Executive Office by **31 March** each year.
- Each nomination must include:
 - A detailed description of the nominee's service history and contributions to the profession.
 - The names and contact details of two referees, along with their letters of support for the nomination.

Selection

The current President of NZIMLS, in consultation with the Executive, will make the final decision regarding the award. The President must appoint a selection committee to assist in the decision-making process for the nominations outside the Institute.

If a selection committee is appointed:

- All members must declare any conflicts of interest.
- Members will serve voluntarily and will not receive any remuneration from NZIMLS.

The President's decision is final. However, any appeals must be submitted in writing to the Executive Office within **30 days** of the award announcement.

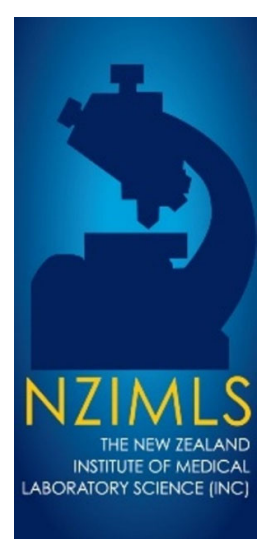
Award

The award comprises:

- A certificate signed by the current NZIMLS President.
- A commemorative pin.

Award Presentation

- Recipients may be invited to attend the Annual Scientific Meeting (ASM), or a North Island, South Island, or SIG seminar to formally receive the award.
- If the recipient is unable to attend, the award will be posted.
- A list of recipients will be published on the official NZIMLS website.



Nomination for NZIMLS Presidents Award

PURPOSE OF THE AWARD

The President's Award acknowledges outstanding service to the medical laboratory profession in New Zealand. It recognises individuals whose commitment, leadership, and contributions have significantly advanced the profession and its reputation.

ELIGIBILITY CHECKLIST (Tick all that apply)

Nominee is a Full or Associate Member of NZIMLS

Nominee has a minimum of five years' experience in an IANZ-accredited medical laboratory

Nominee has not received the President's Award in the last two years

Nominee is not a Life or Honorary Member

If nominated by the NZIMLS President:

Nominee is not a current NZIMLS member but has made significant contributions to the profession or Institute.

NOMINEE DETAILS

Full Name:

Current Role/Position:

Organisation:

Email Address:

Phone Number:

NZIMLS Membership Number (if applicable):

NOMINATED By:

Full Name:

Organisation:

Email Address:

Phone Number:

NZIMLS Membership Number:

NOMINATION STATEMENT

(Attach additional pages if necessary)

Please provide a detailed statement outlining the nominee's contributions to the profession. May include achievements in areas such as:

- Professional service
- Leadership or mentorship
- Academic or research excellence
- Service on NZIMLS committees or working groups
- Any other significant contributions

Statement:

SUPPORTING REFEREES

Please attach letters of support from **two (2) referees**, including the following information for each:

Name:

Position/Organisation:

Email:

Phone:

Signature

Name:

Position/Organisation:

Email:

Phone:

Signature

SUBMISSION DEADLINE

Nominations must be submitted to the NZIMLS Executive Office by 31 March each year.

Email or post your completed nomination form and supporting documents to: Chief Executive Officer,
Sharon Tozer - sharon@nzimls.org.nz

CHECKLIST BEFORE SUBMISSION

Completed nomination form
Detailed nomination statement
Two (2) letters of support from referees
Submit by 31 March

For further information, please visit www.nzimls.org.nz or contact the Executive Office.

NZIMLS

President's Award

From: [Sharon Tozer](#)
To: ["Donna Rudd"](#)
Cc: [NZIMLS President](#)
Subject: RE: AIMS Tropical Division/FILMS conference to be held in Nadi June 3rd to 7th 2026
Date: 11 November 2025 11:36:00 am

Good morning Donna

Thank you for your email, and I trust you are well also.

I am sure the NZIMLS would like to participate in some way with this conference. Unfortunately, I am unable to attend in person, as I will be on holiday during that time on the Gold Coast. However, we would be happy to advertise this event on our website and once you have registration information available, please send through to me to share with our members.

We have a Council meeting 27-29 November, and I will add the Conference to our Agenda. I am sure some of our Council members would be interested in attending, and giving a talk, if there is space on the programme for speakers.

I will be back in touch with you after the meeting in a couple of weeks.

With regards

Sharon



Sharon Tozer AT, CAANZ
 Chief Executive Officer
 PO Box 505, Rangiora 7440, New Zealand +64 3 313 4761 • M +64 21 229 5454
sharon@nzimls.org.nz • www.nzimls.org.nz



New Zealand Most Trusted Business Award Winner 2024

Vote for NZIMLS for the Most Trusted Business Awards 2025
<https://mosttrusted.co.nz/item/new-zealand-institute-of-medical-laboratory-science/>



From: Donna Rudd <donna.rudd@jcu.edu.au>
Sent: 10 November 2025 7:50 pm
To: Sharon Tozer <sharon@nzimls.org.nz>

Subject: AIMS Tropical Division/FILMS conference to be held in Nadi June 3rd to 7th 2026

Dear Sharon,

I am hoping that this email finds you well and in good spirits. As the Chair of the AIMS Tropical Division, I have been working with our colleagues in Fiji (FILMS) and at FNU around holding a conference in June 2026. My colleagues wanted me to approach NZIMLS to find if you might be interested in joining us? I think this would be a strong partnership and allow us to deliver CPD to our colleagues in the Pacific. If you think that NZIMLS might be interested, I could set up an initial discussion between yourself, myself and Jignesh Sharma from FILMs to discuss.

Thankyou for your consideration Donna

Dr Donna Rudd BappSci, PhD, MAIMS, CCS, FFSc (RCPA)

Associate Professor Medical Science

Course Coordinator Medical Laboratory Science and Clinical Sciences

College of Medicine and Dentistry

James Cook University

Townsville, QLD, 4811

Australia

Phone: +61 7-4781-6262

Fax: +61-7-47-816279

Mobile phone: +61-408 125 168

E-mail: donna.rudd@jcu.edu.au

<http://research.jcu.edu.au/portfolio/donna.rudd/>

www.jcu.edu.au

Location: DB087-218

JCU CRICOS Provider Code: 00117J

From: Brooklyn Armstrong <brooklyna217@gmail.com>
Sent: Thursday, 28 August 2025 9:36 am
To: Fran Rae <fran.rae@nzimls.org.nz>
Subject: NZIMLS Hugh Bloore Poster prize

Dear Fran and NZIMLS Team,

I would like to sincerely thank the NZIMLS for the opportunity to present my poster at the conference, and I am truly honoured to have received the Hugh Bloore Poster prize. It was an amazing experience to present my work and connect with others in the profession.

As requested, I have attached the letter provided to me regarding the prize. Please find my bank account details below.

Account Name: BROOKLYN ARMSTRONG

Bank: XXXXX

Account Number: XXXXXXXXXXXXX

Thank you once again for your support and for hosting such a rewarding event.

Kind Regards,
Brooklyn Armstrong

From: [Vanessa Buchan](#)
To: [Sharon Tozer](#)
Subject: Thank you
Date: 19 November 2025 3:56:31 pm
Attachments: [image001.png](#)

Kia ora Sharon,

Firstly, huge apologies that it has taken me so long to write to you.

I wanted to formally acknowledge and thank NZIMLS for the support given to me to attend the NZIMLS ASM this year, as past convenor (2024). I understand that this is a new initiative this year and I wanted to let you know that I found it incredibly valuable and I am very grateful to the council for this gesture.

I thoroughly enjoyed my time with the wider organisational committee last year but didn't get to attend as many of the presentations as I would have liked due to other commitments. To then be supported to attend this year was an amazing opportunity, to both strengthen relationships built and also attend more of the educational sessions, which were excellent!!

Please pass on my thanks to the council for the opportunity. It was incredibly valuable and an initiative I hope will continue.

Ngā mihi nui

Vanessa Buchan
Service Manager | Kaiwhakahaere Ratonga
Waitaha Canterbury
+64 27 497 3645 | Vanessa.buchan@cdhb.health.nz
524 Hagley Avenue, Christchurch | PO Box 151, Christchurch 8011



Health New Zealand | Te Whatu Ora

This email may contain privileged and confidential information, including health information protected by the Health Information Privacy Code and the Privacy Act. It is intended solely for the intended recipient(s). Any unauthorized use, redistribution, disclosure, or reproduction of this email and/or its attachments is strictly prohibited and may be unlawful. If you are not the intended recipient, please notify the sender immediately and delete the original message, including attachments, from your system. Any views or opinions expressed in this email are those of the individual sender, and do not necessarily reflect those of Health New Zealand / Te Whatu Ora unless otherwise stated.