



TTSH Co♥munity Fund
A legacy of Giving, Caring and Serving

Annual Report for year ended 31 March 2017

The Charity was set up on 08 January 2014 as a Company Limited by Guarantee (CLG). It was registered under the Charities Act, Chapter 37 on 16 May 2014.

Unique Entity Number (“UEN”) : 201400920N

Registered Address : 11 Jalan Tan Tock Seng
Singapore 308433

IPC status : 20 July 2016 to 19 July 2018

Registered Members : 1) MOH Holdings Pte Ltd (MOHH)
2) Tan Tock Seng Hospital Pte Ltd (TTSH)
3) Prof Choo Wee Jin Philip
4) Mrs Eunice Toh

Board of Directors:

Details of the members of Board as at 31 Mar 2017:

(A)	Chairman	Date of 1st Appointment	Date of Re-Appointment
	Mdm Kuok Oon Kwong	07 February 2014	07 February 2017*
(B)	Directors		
	Mr Seow Choke Meng	07 February 2014	07 February 2017*
	Ms Saw Phaik Hwa	07 February 2014	07 February 2017*
	Mr Yap Wai Ming	07 February 2014	07 February 2017*
	Mr Tan Kia Tong	05 March 2014	05 March 2017**
	Mr Liang Shih Tyh	14 April 2015	Not applicable
(C)	Company Secretary		
	Ms Sito Hup Ying	07 February 2014	07 February 2017*

* The new term is from 07 February 2017 till 06 February 2020

**The new term is from 05 March 2017 till 04 Mar 2020

Bankers : (1) Development Bank of Singapore Ltd
(2) United Overseas Bank Ltd
(3) Overseas Chinese Banking Corporation Ltd

Auditor : KPMG - Mr Goh Kim Chuah

Investment Advisor(s) : MOH Holdings Pte Ltd

Objectives of the Company:

The company is established to receive charitable contributions and donations which may consist of cash and other donations to carry out health related activities including the pursuit of medical research and development as well as for the promotion, provision and improvement of health services or health related services that benefit the Singapore Community, including (but not limited to) the following :-

1. Programmes for the furtherance of continued medical, nursing, paramedical and related education and training Programmes;
2. The publication of research findings, educational journals, reports, magazines, books, etc;
3. Provision and improvement of equipment and facilities for research/healthcare, medical education, training and development to meet growing needs;
4. Training and education events such as:
 - 4.1 Holding of medical conferences, seminars and workshops, exhibitions, etc.
 - 4.2 Training courses for medical professionals.
 - 4.3 Training courses for allied healthcare staff, volunteers and staff of other related healthcare institutions, including enhancing capabilities and skills of staff of Voluntary Welfare Organisations (VWOs) to better deliver patient care in the community.
5. Provision of funded care to patients deemed to be in need of financial assistance in areas such as:
 - 5.1 Medical care and non-subsidised medication.
 - 5.2 Consumables and assistive equipment.
 - 5.3 Interim step-down care and nursing home expenses for the needy patients
 - 5.4 Post-discharge care in the community, transitional care, home services, home nursing, home therapy, etc.
 - 5.5 Transport expenses for elderly patients and other patients with mobility problems to enable them to seek medical consultation and treatment.
 - 5.6 Other patientcare-related activities that contribute to improving the quality of life for patients in the community.
6. Provision of facilities and equipment for patientcare-related activities.
7. Any other projects as approved by the Sector Administrator (Ministry of Health).

Donations shall not be used to defray any operating costs or bad debts incurred by patients of Tan Tock Seng Hospital.

Description of instrument setting up the charity:

Rules of the Operating of TTSH Community Fund state:

The Company is established to receive contributions and donations for the pursuit of medical research, medical training, financial assistance to needy patients and patient care related services that benefit the Singapore Community.

The Company shall be managed in accordance with the relevant Acts, circulars and regulations (including any subsequent amendments thereto) under:

- Income Tax Act;
- IRAS Circulars;
- Companies Act;
- Charities Act;
- MOH Circulars;
- Code of Governance and any subsequent changes recommended.

Funding sources

The Charity appeals to the public for funds to support its various Programmes.

All manpower services to support the management and administration of the Company's activities are provided by its holding company, Tan Tock Seng Hospital Pte Ltd, with no consideration paid. Tan Tock Seng Hospital Pte Ltd has also allowed the Company to use its premise and pays for the operating expenses of the Company without seeking any reimbursement.

REVIEW OF YEAR 2016

Staffing

The Company does not employ any staff. All manpower costs are supported by its holding Company, Tan Tock Seng Hospital Pte Ltd, whilst other manpower needs are supported by volunteers.

Activities

1. Education & Training

1.1 For doctors, nurses and allied healthcare personnel – examples listed below:

- 1.1.1 Physical Agent Modalities in Occupational Therapy
- 1.1.2 Basic Course in Grief and Bereavement
- 1.1.3 Supporting People with Chronic Diseases in Self-management
- 1.1.4 Management of Diabetic Foot in the Community and Train-The-Trainer Session
- 1.1.5 Dementia Care and Functional Management
- 1.1.6 A Multi-Disciplinary Approach to Amputee Management

1.1.7 Occupational Therapists' Role in Returning to Drive Following Medical Condition

1.2 For patients, caregivers & community – some of the activities are:

1.2.1 **Engage In Life**

A 6-session workshop, involving 251 individuals aged 40 years old and above, to empower participants with the skills and knowledge to make changes in their lifestyles to live healthily and independently.

1.2.2 **Step It Up**

A multi-disciplinary 6-month falls prevention Programme which involved 439 seniors aged 60 years old and above. The objective is to reduce the risk of falls among seniors in the community, improve physical function, reduce fall efficacy, and thus improve their quality of life. It includes physiotherapy assessment, case management, twice weekly exercise classes, monthly educational talks and occupational therapist home visits.

In this financial year, we had introduced the Programme to new partners in 'new regions' in Singapore. This has provided the opportunity to reach out to the community of older adults who have yet to be informed of the importance of falls prevention and be introduced to exercises and education on falls prevention.

Community Partner	Location	Month	
THK @ Macpherson	Macpherson	Apr-16	NEW
Potong Pasir Community Club	Potong Pasir	May-16	
Potong Pasir CC Wellness Centre	Toa Payoh	Jun-16	
AWWA	Ang Mo Kio	Jul-16	
Faith Acts	Dover	Aug-16	NEW
Methodist Welfare Services	Ang Mo Kio	Sep-16	NEW
Methodist Welfare Services	Sengkang	Oct-16	NEW
Methodist Welfare Services	Sims Place	Nov-16	NEW
Potong Pasir CC Wellness Centre	Toa Payoh	Dec-16	

1.2.3 **Chronic Disease Self-Management Programme**

This Programme aims to impart techniques to overcome the stress and symptoms of those with chronic diseases for them to lead more fulfilling lives. Through 6 sessions, 40 participants learnt self-management skills to improve their health conditions and their quality of life.

2. Outreach – examples listed below:

2.1 Y Diabetes Event – 5 Nov 2016

An event co-organised by TOUCH Diabetes Support (TDS) and TTSH in celebration of World Diabetes Day 2016 on 5 Nov 2016 at Suntec Singapore Convention & Exhibition Centre.

The objective is to create greater awareness about diabetes among the youth, how it impacts lives and build social support for people with diabetes.

This event was attended by 509 participants and 331 youth ambassadors.



- 2,895 guests were engaged by the mobilized teams island-wide
- 13,944 unique webpage views for all the subpages related to “Y Diabetes”

2.2 Hand Hygiene Carnival and Campaign – 6 May 2016 to 23 Jun 2016

This was the 2nd year that the Fund supported Hand Hygiene Carnival and Campaign in TTSH.

The aim of this campaign is to raise the awareness on the importance for proper hand hygiene in preventing the spread of infection.



Volunteer Ambassadors reaching out to staff, patients & visitors.

During the outreach campaign, our hand hygiene Ambassadors went around TTSH facilities to encourage participants to wash their hands in the proper way – 7-steps of hand washing technique and the 5 moments of hand hygiene.

Outcome:

- ❖ 490 volunteers (1,165 hours)
- ❖ Total Outreach: 7,707 pax
 - 3,326 staff (43%)
 - 4,381 non-staff (57%)

2.3 Singapore Patient Conference 2016 – 24 Oct 2016 to 28 Oct 2016

The Singapore Patient Conference (SPC) is an annual event and serves as a platform where healthcare professionals, patients and the community come together to share knowledge and experiences with the objective of co-creating and delivering better care that addresses the needs, feelings and relationships of patients.

For 2016, SPC was held in the community for the first time, namely at Toa Payoh Hub, Teck Ghee & Whampoa Community Clubs.



- A total of 1,696 people had attended the conference
- Unsung heroes/volunteers in Healthcare were also recognized during the conference.

2.4 Stepping Out – Fall Awareness Day 2016



Participants getting advices

The event held at Ang Mo Kio Central Stage on 16 Jul 2016 was targeted at older adults aged 60 and above, with the objectives of raising awareness and prevention of fall risks in the community.

A total of 810 elderly participants took part in this event.



Educating a participant on falls prevention



TTSH nurse conducting eye screening for participants

Financial assistance to needy patients with out-of-pocket medical expenses– includes medication, interim step-down care etc under sub-Programmes. Some core programmes are as follow:

S/N	Programme Name	Purpose
1	Patient Care Programme (“PCC”)	Helps patients living with HIV/AIDS to gain access to medical help and support.
2	Community Rehabilitation Programme (“CRP”)	Home Rehabilitation Programme – supporting low income patients who are unable to access rehabilitation facilities in the community. The objective of CRP is to help patients regain independence and re-integrate into the society.
3	Diabetes Care Programme (“DCP”)	Provides necessary consumables to needy diabetes patients to self-manage their condition at home, preventing worsening of their condition.
4	Helping Elderly Patients (HELP) Programme	Helps elderly patients with their medical needs such as consumables, nutrition, assistive aids and equipment, etc.
5	Moving with Ease (MovE) Programme	Assists needy patients in their recovery process through provision of transport services to and fro hospital and home, and equipment such as wheelchairs, walking aids prostheses and home modifications.
6	Interim Dialysis Programme	Provides interim financial assistance to needy patients who need urgent dialysis treatment upon discharge while long-term funding from other charities are being sought.
7	Help Me Go Home	Provides home ventilators and related equipment to help patients who are dependent of such equipment without which, they will not be able to be discharged to go home.
8	Cancer Patients Programme	Assists needy patients with 3 rd party costs such as PET scan/CT scans to determine the severity of cancer so that appropriate treatment can be carried out without much delay.

Major Fundraising Events and Activities

S/N	Event Name	Brief Description	Amount collected* in FY2016 (S\$'000)	Fundraising expenses FY2016 (S\$'000)	Fundraising Efficiency ratio
1	"I walk to help them Go Home"	<p>Dr Chan Yeow, Senior Consultant of TTSH's Anaesthesiology, Intensive Care & Pain Medicine, participated in the Nijmegen 4 days march in the Netherlands.</p> <p>Funds were raised for the "Help Me Go Home" Programme which helps patients with breathing difficulties to go home, and stay home to their loved ones.</p>	77	-	NA - no expenses incurred by the Fund; participant paid for his personal expenses
2	<i>Ting Tong Thursday</i> (Charity Dinner 2017 in aid of TTSH Community Fund)	<p>The target was to raise at least \$200K through this event to help TTSH's needy (low income and lower middle income) patients with their medical needs, especially in non-subsidised areas and out-of-pocket expenses.</p> <p>Together with TTSH Medical Social Workers, \$301K was raised for needy patients through <i>Ting Tong Thursday</i> held on 23 March 2017 at Orchard Parade Hotel.</p>	222 [^]	14	4.678% [^]

* Amount excludes grant receivable from Singapore Totalisator Board

Review of financial state of the charity and explanation of all major financial transactions

Balance Sheet items	Note	As at 31 Mar 2017			As at 31 Mar 2016		
		Main Fund	Ng Teng Fong Healthcare Innovation Programme	Total	Main Fund	Ng Teng Fong Healthcare Innovation Programme	Total
		S\$000	S\$000	S\$000	S\$000	S\$000	S\$000
Other investments	1	-	28,519	28,519	-	27,215	27,215
Cash at bank		7,816	17,842	25,658	7,599	18,628	26,227
Interest receivable		14	78	92	16	42	58
Prepayments		1	-	1	2	-	2
		7,831	46,439	54,270	7,617	45,885	53,502
Comprising of:							
Trade and other payables		93	18	111	149	8	157
Amount due to holding Company		159	429	588	168	68	236
Restricted funds		7,234	45,992	53,226	6,983	45,809	52,792
General fund		345	-	345	317	-	317
		7,831	46,439	54,270	7,617	45,885	53,502

Note:

- (1) On 26 Feb 2016, investments in Unit Trust of \$27M were placed in equal shares with UOB Asset Management (“UOBAM”) and Fullerton Fund Management (“FUL”) in accordance to MOHH Common Investment Mandate.

As at 31 Mar 2017, the market value of these investments are summarised below:

	S\$000
Unit Trust – UOBAM	14,067
Unit Trust – FUL	14,452
Total Market Value	<u>28,519</u>

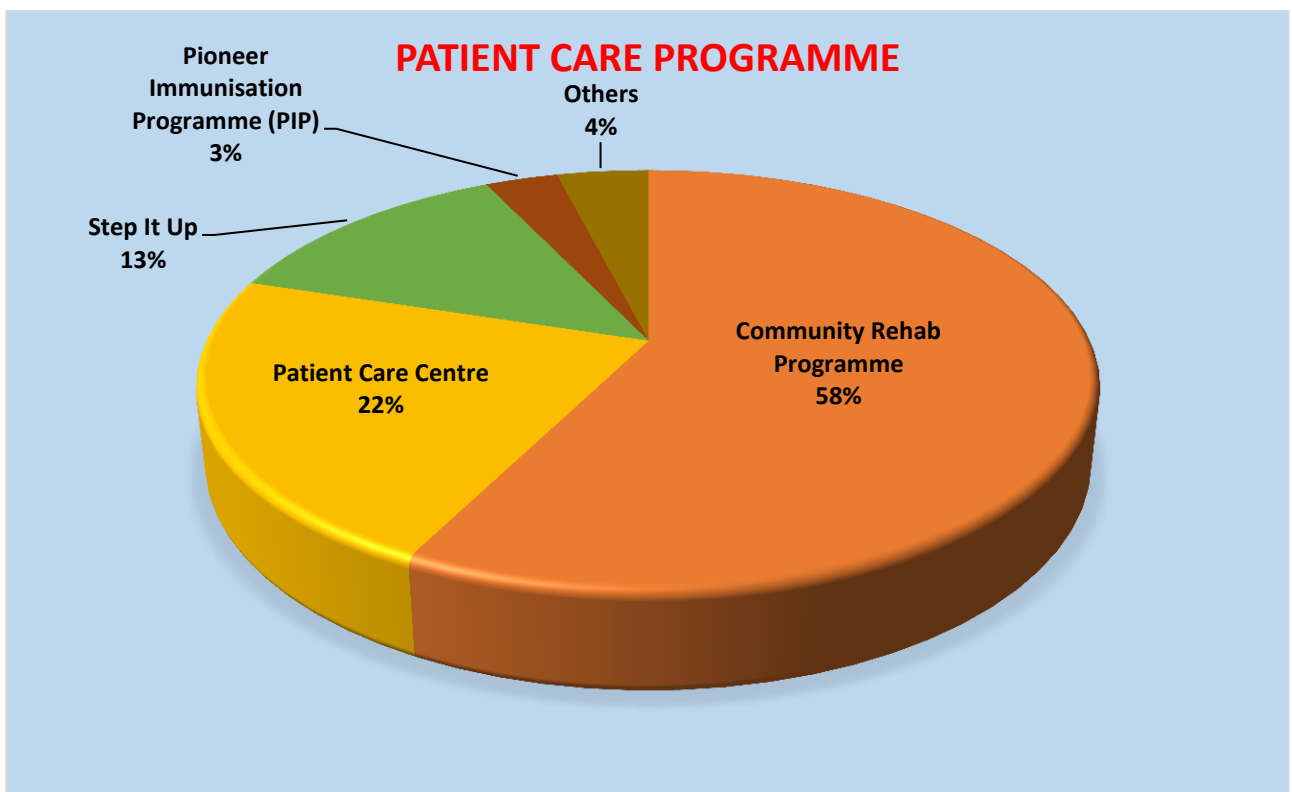
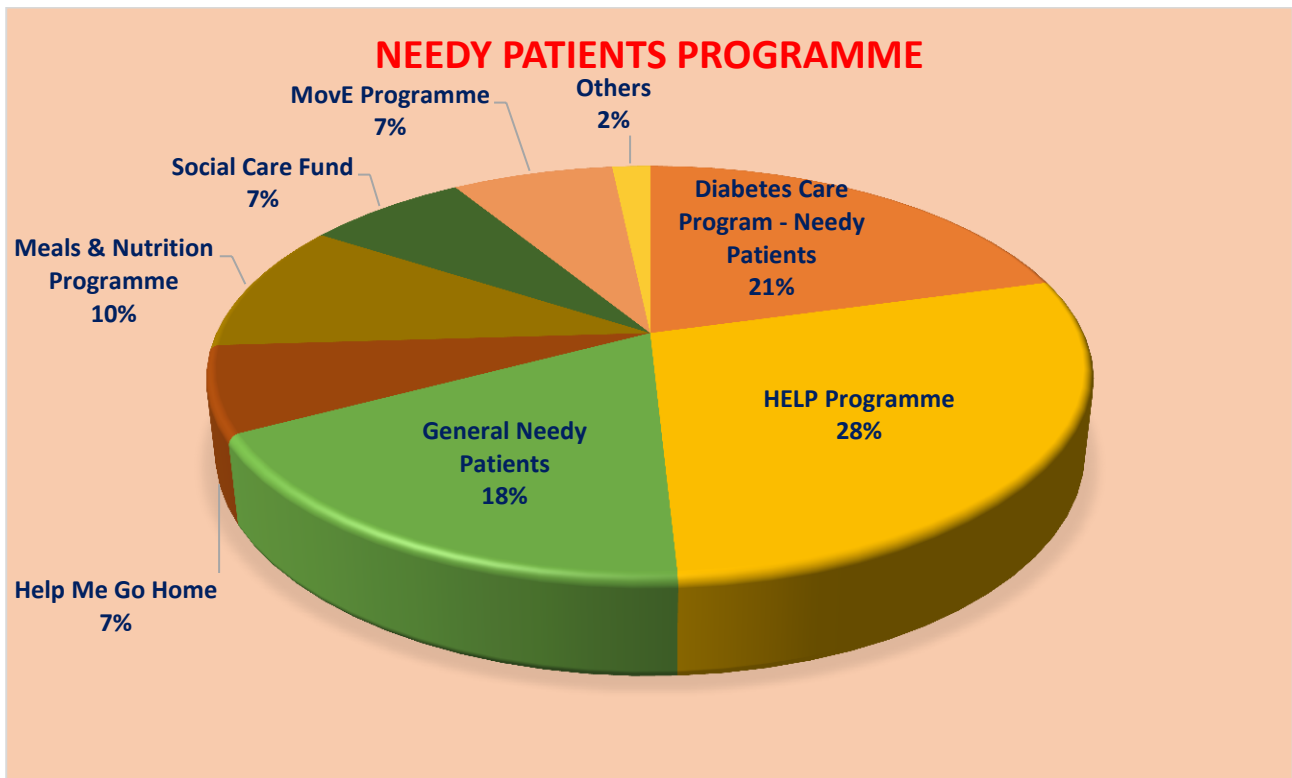
Profit & Loss items	Note	For the year ended 31 Mar 2017			For the period ended 31 Mar 2016		
		Main Fund S\$000	Ng Teng Fong Healthcare Innovation Programme S\$000	Total S\$000	Main Fund S\$000	Ng Teng Fong Healthcare Innovation Programme S\$000	Total S\$000
Net incoming/(Outgoing) resources:							
Total incoming resources		2,603	1,449	4,051	2,855	6,413	9,073
Total resources expended	1	2,324	1,266	3,477	(2,415)	(631)	(2,851)
Surplus/(Deficit)		279	183	462	440	5,782	6,222

Note:

(1) The amount spent from Main Fund are mainly on:

S/N	Type of expenses	Current FY S\$'000	Last FY S\$'000
a)	Needy patients	720	892
b)	Medical Training	139	106
c)	Patient Care	1,312	1,200
	Total:	2,171	2,198

**Our Spending in current FY
Amount Assisted (\$\$000)**



Explanation of the purposes for which the charity's assets are held and an indication of the charity's future plans and commitment

Fund balances held cater for the continued funding of:

(1) Medical research projects

Medical research requires large pools of funds to support recruitment of research fellows, required research equipment & supplies, and also research expenses on an ongoing basis as and when required. The funds also support seed funding of smaller projects on the ground.

(2) Financial assistance to needy patients

The need to provide financial assistance to needy patients will always be there, especially for patients who are financially burdened by long term or expensive medical needs and also the management of chronic illness.

(3) Training

It is important to send doctors, nurses and allied health personnel for courses to keep abreast of the relevant knowledge available that will help benefit the patients. Workshops and publications to educate patients, families and volunteers are also necessary to equip them with knowledge and skills to deliver better patient care in the community.

(4) Ng Teng Fong Healthcare Innovation Programme

This Programme is established from the generous donation received from the late Ng Teng Fong's family. The total pledged donation for this Programme is \$52mil, with the objective of supporting community health through training, innovation and community enabling projects. This Programme looks at filling gaps to meet healthcare's current and future needs, as well as takes a broad multi-level approach to better patient care delivery through:

- developing and building human capital via healthcare-related training
- actively supporting innovation that can bring better efficiency and effectiveness in healthcare
- supporting Programmes and activities in the community to enable them to play more effective roles in patient care as well as preventive care

Statement of Accounts

Audited Balance Sheet – Refer to FS1

Audited Statement of Comprehensive Income and expenditure – Refer to FS2

Additional disclosure

Policy relating to the management and avoidance of conflict of interest

There are documented procedures for Board Members to declare actual or potential conflict of interest to the Board. Board members do not vote or participate in decision-making on matters where there is a potential conflict of interest.

All staff are also required to submit an annual declaration pertaining to conflict of interest.

Chief Executive Officer, or the equivalent of the Charity

- (i) Name: Mrs Eunice Toh
- (ii) Date of appointment: 8 Jan 2014
- (iii) Designation: Executive Director, TTSH Community Fund

List of related entities of the Charity

S/N	Name of entity	UEN	Relationship
1	MOH Holdings Pte Ltd	198702955E	Intermediate Holding Company
2	National Healthcare Group Pte Ltd	200002150H	Intermediate Holding Company
3	Tan Tock Seng Hospital Pte Ltd	199003683N	Immediate Holding Company
4	National Skin Centre (Singapore) Pte Ltd	198801862W	Related Company
5	Ang Mo Kio Family Medicine Clinic	53333684L	Related Company
6	National Primary Care Pte. Ltd.	201228999C	Related Company
7	National Healthcare Group Community Health Centres	53267565K	Related Company
8	John Hopkins Singapore International Medical Centre Pte Ltd	199805214Z	Related Company
9	National Healthcare Group Endowment Fund	T01CC1492K	Related Company
10	National Skin Centre Health Endowment Fund	T00CC1423K	Related Company
11	Woodbridge Hospital Charity Fund	T01CC1489K	Related Company

Reserves policy of the Charity

Table A: Restricted Funds' Reserves position:

	Fund balance as at 31 Mar 17 S\$000	Utilisation of funds	Ratio of funds to Operating expenditure
		Apr 16 to Mar 17 S\$000	
Restricted /Designated Funds			
(a) Needy Patients	3,445	723	476%
(b) Medical Education	1,912	137	1396%
(c) Medical research	325	2	16250%
(d) Patient-care	1551	1428	109%
(e) Ng Teng Fong Healthcare Innovation Programme	45,992	1,266	3633%
Total Funds / Utilisation	53,225	3,556	

Table B: Unrestricted Fund Reserves position:

	As at 31 Mar 17 S\$000	As at 31 Mar 16 S\$000	% Increase / (Decrease)
1. Unrestricted Funds (Reserves)	345	318	8.5%
2. Restricted /Designated Funds (Main Fund)			
(a) Needy Patients	3,445	3,136	9.9%
(b) Medical Education fund	1,912	1,725	10.8%
(c) Medical research fund	325	324	0.3%
(d) Patient-care fund	1,551	1,797	-13.7%
Total Funds (Main Fund)	7,578	7,300	3.8%
3. Annual Operating Expenditure <i>(which consists of expenses incurred for Charitable Activities and Other Operating and Administration Expenses)</i>	2,314	2,334	0.9%
4. Ratio of reserves to Annual Operating Expenditure (for Main Fund)	14.9%	13.6%	1.3%
5. Ng Teng Fong Healthcare Innovation Programme	45,992	45,808	0.4%
6. Total Funds (Main Fund + NTF HI Program)	53,570	53,108	0.9%

Note:

1. *We have built strong and healthy reserves for our restricted funds (Table A on page 14) to support key programmes ensuring the continuity of our patient-centred programmes for at least 3 years.*
2. *As most of our donations are dedicated to specific charitable programmes, the Unrestricted Reserves (Table B on page 14) is relatively low. Major operating expenses such as administrative manpower and other operating costs for the Fund are supported by its holding company, TTSH Pte Ltd.*
3. *The Fund aims to build its reserves (ratio of unrestricted reserves: annual operating expenditure) to approximately 3 years in keeping with its policy so that the Fund has the capacity to support any areas of need that should arise.*

The Fund may selectively invest its reserves subject to:

- (a) Approval from the Board; and
- (b) TTSH's/NHG's financial policies and practices.
- (c) MOHH's Common Investment Mandate and policy.

The Board reviews the amount of reserves on a yearly basis to ensure that there are adequate funds to support key charitable programmes and operational needs.

The principal funding sources of the Charity

Donated funds come from individuals, corporates and foundations through fundraising events & appeal letters (The Fund is not a member of NCSS and does not receive any funding support from the Community Chest).

**Balance sheet
As at 31 March 2017**

	Note	2017	2016
		\$	\$
Non-current asset			
Other investments	4	28,518,750	27,214,785
Current assets			
Cash and cash equivalents	5	25,658,468	26,226,475
Interest receivables		92,307	58,290
Prepayments		520	2,086
		<u>25,751,295</u>	<u>26,286,851</u>
Total assets		<u>54,270,045</u>	<u>53,501,636</u>
Current liabilities			
Trade and other payables	6	700,174	393,278
Total liabilities		<u>700,174</u>	<u>393,278</u>
Net assets		<u>53,569,871</u>	<u>53,108,358</u>
Funds:			
Restricted funds			
Needy Patients fund	7(a)	3,445,197	3,135,821
Medical Education fund	7(b)	1,912,335	1,725,157
Medical Research fund	7(c)	325,343	324,374
Patient Care fund	7(d)	1,551,156	1,797,098
Healthcare Innovative Program	7(e)	45,991,431	45,808,429
		<u>53,225,462</u>	<u>52,790,879</u>
Unrestricted fund			
General fund		344,409	317,479
Total funds		<u>53,569,871</u>	<u>53,108,358</u>

The accompanying notes form an integral part of these financial statements.

 FS1

TTSH Community Fund
Statement of comprehensive income and expenditure
Year ended 31 March 2017

Statement of comprehensive income and expenditure
Year ended 31 March 2017

	2017			2016		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
Note						
Incoming resources						
Incoming resources from generated funds:						
- Voluntary income	-	1,235,394	1,235,394	6,000,000	1,598,085	7,598,085
- Income from fund-raising activities	-	531,366	591,366	-	735,743	778,872
Grant income	-	360,482	360,482	-	-	-
Government subvention	-	115,733	115,733	-	195,049	195,049
Incoming resources from charitable activities	-	231,028	232,402	-	232,552	236,129
Total incoming resources	-	2,474,003	2,535,377	6,000,000	2,761,429	8,808,135
Resources expended						
Costs of generating funds:						
- Fund-raising expenses	-	2,887	(10,654)	-	(80,895)	(81,514)
Charitable activities	(1,266,126)	(2,278,927)	(3,546,669)	(631,250)	(2,298,382)	(2,931,643)
Governance costs	(221)	(10,608)	(33,289)	(186)	(13,191)	(33,542)
Total resources expended	(1,266,347)	(2,286,648)	(3,590,612)	(631,436)	(2,392,468)	(3,046,699)
Finance income	1,449,349	64,226	1,516,748	413,462	44,791	460,306
Net incoming resources	183,002	251,581	461,513	5,782,026	413,752	6,221,742
Accumulated fund brought forward	45,808,429	6,982,450	53,108,358	40,026,403	6,568,698	46,886,616
Accumulated fund carried forward	45,991,431	7,234,031	53,569,871	45,808,429	6,982,450	53,108,358


 FS2

The accompanying notes form an integral part of these financial statements.