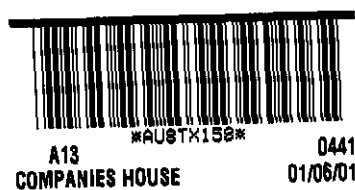


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**Report of the Trustees and
Financial Statements for the year ended 31 December 2000
for**

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

(a company limited by guarantee and not having a share capital)



**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE**

t/a "THE ETHOX FOUNDATION"

(a company limited by guarantee and not having a share capital)

**REPORT OF THE TRUSTEES
for the year ended 31 December 2000**

The trustees submit their report and the financial statements for the year ended 31 December 2000.

The charity operates as a company limited by guarantee and is governed by its memorandum and articles of association.

ADMINISTRATIVE INFORMATION

TRUSTEES:	Mrs C Miles (Chairman) Mrs M Judge Mr D Perry Dr R C Repp Mr T Snow Prof. A Stein Mr A J Wain
SECRETARY:	Mr J T Gould
REGISTERED OFFICE:	51 Henley Avenue Oxford OX4 4DJ
REGISTERED COMPANY NUMBER:	3683208 (England and Wales)
REGISTERED CHARITY NUMBER:	1073289
AUDITORS:	Camerons, Chartered Accountants Registered Auditors 9 Worton Park Cassington Witney Oxfordshire OX29 4SX
BANKERS:	National Westminster Bank plc 121 High Street Oxford OX1 4DD

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

**REPORT OF THE TRUSTEES
for the year ended 31 December 2000**

STATEMENT OF AIMS

The aim of the charity is to improve patient care through;

- 1.enhancing the ethical and communication skills of health professionals; and
- 2.developing effective ways in which organisations involved in the delivery of health care can promote high ethical standards.

OPERATING POLICY

In order to achieve this aim, the Ethox Foundation focuses on three areas of activity:

- 1.The development and delivery of undergraduate and postgraduate **education and training** with the object of equipping health professionals to care for the whole patient.
- 2.**Research** into a range of key ethical and communication issues which affect the practice of medicine.
- 3.Working with both the purchasers and providers of health care in establishing **clinical ethics consultation** services including clinical ethics committees.

In pursuit of these aims the Ethox Foundation has powers to employ its own staff on a full or part time basis; to engage consultants; to make grants to universities and other educational institutions; plan and manage training courses, seminars, etc. alone or in collaboration with other bodies, and to provide support facilities for scholars working in the foundation's area of interest.

ORGANISATIONAL STRUCTURE

The charity is managed by the trustees with the support of an administrator. Professor Tony Hope, Professor of Medical Ethics in the University of Oxford and Director of the Ethox Centre in the Department of Primary Care acts as Advisor to the Ethox Foundation.

REVIEW OF THE YEAR

During the year grants totaling £60,000 were received from the Dulverton Trust - for further work in developing the teaching of communication skills – and the Kathleen Hannay Memorial Charity. Bank interest and course fees generated £28,084 and £4,531 respectively.

Grants made during the year included:

- Support for a visiting fellow from Northwestern University Medical School, Chicago.
- Support for overseas speakers at the International Association of Bioethics Conference held in Bristol during September 2000.

Other expenditure included:

- Continuing grant to the University of Oxford to fund a lectureship in medical ethics (running to 31 May 2002).
- Contribution to Dr Mary Nichols to enable her to complete a project assessing the effectiveness of communication in general practice.
- Administrator's salary (running to 31 December 2001) and office support costs.
- Professional fees for course development work (running to 17 October 2001).

Detailed information on the work being carried out under all these heads will be found in the Annual Report of The Ethox Centre, available from The Ethox Centre, Institute of Health Sciences, Old Road, Headington, Oxford, OX3 7LF.

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

**REPORT OF THE TRUSTEES
for the year ended 31 December 2000**

FINANCIAL POSITION

The charity had a healthy position at 31 December 2000, with £453,000 being held on deposit. The trustees regularly forecast income and expenditure, and they believe that the present position plus planned fund raising will enable them to expand the charity's activities and meet its aims for the foreseeable future.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AUDITORS

The auditors, Camerons, Chartered Accountants, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:



Mrs C Miles - TRUSTEE

Dated: 26 April 2001

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

**Report of the Auditors to the Members of
The Oxford Foundation for Ethics and
Communication in Health Care Practice**

We have audited the financial statements on pages 5 to 10 which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000), under the historical cost convention and the accounting policies set out on page 7.

Respective responsibilities of directors and auditors

As described on page 3 the trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

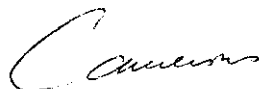
Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the charitable company's state of affairs as at 31 December 2000 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended, and have been properly prepared in accordance with the Companies Act 1985.



Camerons, Chartered Accountants
Registered Auditors
9 Worton Park
Cassington
Witney
Oxfordshire
OX29 4SX

Dated: 26 April 2001

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

**Statement of Financial Activities
for the year ended 31 December 2000**

		Year ended 31/12/00	Period 14/12/98 to 31/12/99
	Notes	£	£
INCOMING RESOURCES			
Donations		60,000	561,952
Fees for courses		5,470	13,343
Sundry income		801	49
Investment income		28,084	14,109
Total incoming resources		<u>94,355</u>	<u>589,453</u>
RESOURCES EXPENDED			
Direct charitable expenditure:			
Grants payable to institutions	4	-	146,000
Other direct charitable expenditure	5	78,140	64,030
Total direct charitable expenditure		<u>78,140</u>	<u>210,030</u>
Other expenditure:			
Fundraising and publicity		447	601
Management and administration		3,290	12,176
Total other expenditure	5	<u>3,737</u>	<u>12,777</u>
Total resources expended		<u>81,877</u>	<u>222,807</u>
NET INCOMING RESOURCES		12,478	366,646
Net movement in funds:			
Fund balances brought forward		366,646	-
FUND BALANCES CARRIED FORWARD		<u>£379,124</u>	<u>£366,646</u>

The notes form part of these financial statements

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

**Balance Sheet
31 December 2000**

		2000		1999	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	8		16,192		7,214
CURRENT ASSETS					
Debtors	9	-		4,000	
Cash at bank		<u>453,546</u>		<u>503,473</u>	
		453,546		507,473	
CREDITORS: Amounts falling due within one year	10	<u>67,140</u>		<u>83,765</u>	
NET CURRENT ASSETS			<u>386,406</u>		<u>423,708</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			402,598		430,922
CREDITORS: Amounts falling due after more than one year	11		<u>23,474</u>		<u>64,276</u>
			<u>£379,124</u>		<u>£366,646</u>
INCOME FUNDS					
Unrestricted general charitable funds			<u>379,124</u>		<u>366,646</u>
			<u>£379,124</u>		<u>£366,646</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective March 2000).

ON BEHALF OF THE BOARD:


Mrs C Miles - TRUSTEE

Approved by the Board on 26 April 2001

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

**Notes to the Financial Statements
for the year ended 31 December 2000**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and are in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000) and the Charities Accounting Statement of Recommended Practice (SORP).

Income

All grants and voluntary income are accounted for gross when receivable, as long as they are capable of financial measurement. This includes gifts in kind, included at estimated valuation.

Tangible fixed assets

Fixed assets are included at cost. There are no uncapitalised fixed assets.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment	- 25% on reducing balance
Fixtures and fittings	- 20% on reducing balance
Web site	- 25% on reducing balance

Expenditure

All expenditure is accounted for gross, and when incurred.

Direct charitable expenditure includes the direct costs of the activities and depreciation on related assets.

Support costs comprise service costs incurred centrally in support of the project work.

Grants payable

Grants payable are recognised as expenditure when the commitment is entered into. Where such a grant is to be paid over installments, the outstanding balance is disclosed as a liability.

2. STAFF COSTS

	Year ended 31/12/00 £	14/12/98 to 31/12/99 £
Wages and salaries	<u>21,019</u>	<u>19,778</u>

The average monthly number of employees during the year was one (1999: one).

3. NET INCOMING RESOURCES

Net incoming resources are stated after charging:

	£	£
Depreciation – owned assets	2,460	2,218
Auditors' remuneration	1,645	1,645
Trustees' remuneration and other benefits etc.	<u>-</u>	<u>-</u>

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

**Notes to the Financial Statements
for the year ended 31 December 2000**

4. GRANTS PAYABLE TO INSTITUTIONS

	Year ended 31/12/00 £	14/12/98 to 31/12/99 £
University of Oxford re:		
Non-clinical lectureship in medical ethics	-	129,000
Part time teaching of communication skills	-	17,000
	<u>-</u>	<u>146,000</u>

In accordance with the accounting policies, although included in the 1999 accounts as a liability, payments in respect of the lectureship are spread over the period to 31 May 2002.

5. ANALYSIS OF RESOURCES EXPENDED

	Staff	Depreciation	Overheads	Totals	1999
	£	£	£	£	£
Direct charitable expenditure:					
Grants to individuals	-	-	6,343	6,343	-
Training courses	-	-	2,740	2,740	25,050
Course development	-	-	35,060	35,060	4,702
Support costs (note 6)	21,019	2,460	10,518	33,997	34,278
	<u>21,019</u>	<u>2,460</u>	<u>54,661</u>	<u>78,140</u>	<u>64,030</u>
Other expenditure:					
Fundraising and publicity	-	-	447	447	601
Management and administration (note 7)	-	-	3,290	3,290	12,176
	<u>-</u>	<u>-</u>	<u>3,737</u>	<u>3,737</u>	<u>12,777</u>

Grants were made to 4 individuals during the year. Course development costs include professional fees, which will continue until October 2001.

6. SUPPORT COSTS

	Year ended 31/12/00 £	14/12/98 to 31/12/99 £
Travelling	321	1,203
Office costs	33,676	33,075
	<u>33,997</u>	<u>34,278</u>

7. MANAGEMENT AND ADMINISTRATION COSTS

	£	£
Audit fees	1,645	1,645
Legal and other professional fees	1,645	10,531
	<u>3,290</u>	<u>12,176</u>

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

**Notes to the Financial Statements
for the year ended 31 December 2000**

8. TANGIBLE FIXED ASSETS

	Plant and machinery	Fixtures and fittings	Web site	Totals
	£	£	£	£
COST:				
At 1 January 2000	6,640	2,792	-	9,432
Additions	-	388	11,050	11,438
At 31 December 2000	6,640	3,180	11,050	20,870
DEPRECIATION:				
At 1 January 2000	1,660	558	-	2,218
Charge for year	1,245	524	691	2,460
At 31 December 2000	2,905	1,082	691	4,678
NET BOOK VALUE:				
At 31 December 2000	3,735	2,098	10,359	16,192
At 31 December 1999	4,980	2,234	-	7,214

All of the tangible fixed assets are used for direct support services.

**9. DEBTORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	2000 £	1999 £
Prepayments	-	4,000

**10. CREDITORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	2000 £	1999 £
Trade creditors	24,901	11,206
Grant commitments (note 12)	40,242	54,550
Accrued expenses	1,997	18,009
	67,140	83,765

**11. CREDITORS: AMOUNTS FALLING
DUE AFTER MORE THAN ONE YEAR**

	2000 £	1999 £
Grant commitments (note 12)	23,474	64,276

**THE OXFORD FOUNDATION FOR ETHICS AND
COMMUNICATION IN HEALTH CARE PRACTICE
t/a "THE ETHOX FOUNDATION"**

**Notes to the Financial Statements
for the year ended 31 December 2000**

12. COMMITMENTS

At the year end the charity had the following commitments:

	2000 £	1999 £
Charitable:		
University of Oxford re:		
Non-clinical lectureship in medical ethics	63,716	106,076
Part time teaching of communication skills	<u>-</u>	<u>12,750</u>
	<u>63,716</u>	<u>118,826</u>
Non-charitable:		
Production of web site	<u>-</u>	<u>7,750</u>

The charitable commitments are included in the figures for grant commitments in notes 10 and 11.

13. TRANSACTIONS WITH TRUSTEES AND CONNECTED PERSONS

No trustee or connected person received any remuneration either directly or indirectly from the charity.

None of the trustees received reimbursement for any expenses during the year (1999: Nil).