

AHS Board and Executive Expense Report

Name Katherine Chubbs
Title Chief Zone Officer, South Zone
Location Lethbridge

Expenses submitted during the month of May 2018

Travel (1)										
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
May-18	P-Card	Meetings			172	66	238			
May-18	Expense Claim	Meetings		95		8	103			
May-18	Direct Billing	Meetings	1,307				1,307			
Total			\$ 1,307	\$ 95	\$ 172	\$ 74	\$ 1,648	\$ -	\$ -	\$ -

Total for the Month \$ 1,648

Maximum daily single meal expense claimed in the month \$ 24
 Maximum daily base hotel rate claimed in the month \$ 159
 Non economy air travel in the month \$ -

1) Travel expenses

Includes local and out of province/country travel expenses. Other travel includes items such as taxis, parking mileage, car rental and other expenses related to travel.

2) Professional Development

Includes conference, seminar and course registration fees and material

3) Hosting and Hospitality expenses

Hospitality and Hosting expenses may be incurred to advance AHS' mission, vision and values. For example, may include working lunches with staff and prospective employees meetings with government officials, dignitaries, public interest groups, donors other public or private organizations.

4) Other

Other expenses include expenses incurred in the normal course of business that are required for work purposes. May include small item technology purchases, books, etc.

5) Remuneration, Allowances Reported in the Financial Statements

Car allowance, honoraria, meeting fees, and any other employment benefits reported in the annual financial statements are excluded from this report.

AHS Public Disclosure P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
CHUBBS, KATHERINE	Chief Zone Officer, South Zone	Lethbridge	\$ 237.92									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
5/2/2018	In Edmonton for the Listening Day meeting	AB - Other Zones	Taxi	\$ 52.80	Edmonton International Airport	Focus Building 9925 109 Street, Edmonton	In Edmonton for the Listening Day meeting	1				
5/17/2018	In Edmonton for the QSO & Improvement Executive Committee meeting	AB - Other Zones	Taxi	\$ 12.80	Matrxi Hotel	Royal Alexandra Hospital	In Edmonton for the QSO & Improvement Executive Committee meeting	1				
5/17/2018	Overnight in Edmonton for the QSO and Improvement Exec Committee meeting	AB - Other Zones	Accommodations	\$ 172.32			Overnight in Edmonton for the QSO and Improvement Exec Committee meeting	1				
Approver(s) for the claim		Approval Status	Approval Date									
HUBAND, BRENDA		Approve	24-May-18									

QSO mtg. ②

Co-op Taxi Line
(780)425-2525
www.co-optaxi.com

Terminal [REDACTED]
Driver [REDACTED]
18/05/17 12:37:06

Card : [REDACTED]
MasterCard
CHIP CARD

VERIFIED BY PIN

Ref # [REDACTED]
Auth # [REDACTED]

		PURCHASE
FARE	: \$	10.80
TIP	: \$	2.00

TOTAL : \$ 12.80

*from Hotel to Royal
Alex. Hosp*

APPROVED - THANK YOU
(01-027)

IMPORTANT: Retain this
copy for your records

Merchant Copy

Thank you for choosing
Co-op taxi

Listening Day ①

AIRPORT TAXI SERVICE
4608 101 ST.
(7808907070)
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2018/05/02
TIME 0741 08:22:33
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE	
AMOUNT	\$48.00
TIP	\$4.80
TOTAL	

\$52.80

*Airport to focus
MasterCard
[REDACTED] bldg.*

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

MS Katherine Chubbs

Room No. : [REDACTED]
 Arrival : 05-16-18
 Departure Date : 05-17-18
 Folio No. : [REDACTED]
 Conf. No. : [REDACTED]
 P.O. No. :

Company Name: AHS - Vision/Marlin Travel

Group Name:

INVOICE

Date	Description	Charges	Credits
05-16-18	Room Revenue	159.00	
05-16-18	Destination Marketing Fee	4.77	
05-16-18	Tourism Levy	6.55	
05-16-18	Mastercard		170.32
Total Charges		170.32	
Total Credits			170.32
Balance			0.00

*Overnight in
Edmonton
for QSO mtg.*

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
CHUBBS, KATHERINE	Chief Zone Officer, South Zone	Lethbridge	\$ 103.00								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
5/2/2018	0645 & 1805 hour flight departures for Listening Day meeting in Edmonton	AB - Other Zones	Meals Per Diem	\$ 34.50			Bfast \$10.50 Dinner \$24.00	1			
5/4/2018	In Med Hat for UNA OHSC MHRH meeting with AHS	AB - Local	Meals Per Diem	\$ 13.00			Lunch \$13.00	1			
5/16/2018	Overnight parking at airport for flight to Edmonton, QSO meeting	AB - Local	Parking - Lot or Parkade	\$ 8.00			Overnight parking at lethbridge county airport for flight to Edmonton for QSO meeting	1			
5/17/2018	In Edmonton for the QSO Improvement Exec Committee meeting	AB - Other Zones	Meals Per Diem	\$ 47.50			Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1			
Approver(s) for the claim		Approval Status		Approval Date							
HUBAND, BRENDA		Approve		24-May-18							

RETAIN STUB AS RECEIPT
LETHBRIDGE AIRPORT PARKING

DATE May 18

TIME/HEURE 0030 STALL/D'EMPLACEMENT# [REDACTED]

LICENCE #/No DE PLAQUE [REDACTED]

AMOUNT PAID/MONTANT PAYE 8.00



Expense Report Direct Bill Summary

Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive or an AHS Board Member and paid for by a third party vendor. The information will be used for public disclosure reporting.

Expenses Paid Directly to Third Party Vendors:

AHS may have established accounts with certain vendors used to book travel and other expenses that are billed directly to AHS. Examples include but are not limited to hotels, travel agencies, car rental agencies, conferences, courses and expenses reimbursed from a petty cash fund. It is mandatory to include in monthly reports these expenses that pertain to each member. AHS is required to disclose expenses for all applicable receipts and back up must be attached.

Direct Bill Report

- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
- Enter all expenses pertaining to professional development such as conferences and courses, etc.
- Enter all expenses paid by AHS not mentioned above.
- Copies of invoices and other relevant back up must be attached, approvals for hosting events/working sessions that exceeds \$600 must be provided.
- Information will be used for reporting purposes only.
- A personal cheque must be attached to cover expenses deemed ineligible.
- Indicate whether you have expenses to report in this section for this reporting period: **YES**

Name : Katherine Chubbs	Reporting Period for the Month of : May-18
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
15-May-2018	DIRECT	Airline Ticket	Lethbridge to Edmonton return same day Air Canada flights on June 13, 2018 to attend the SCN Cancer Care Core Committee meeting in Leduc.	Marlin Travel	435.46
11-May-2018	DIRECT BILLING	Airline Ticket	Air Canada flight, Lethbridge-Calgary-Edmonton departing May 16, 2018 for the May 17, 2018 QSO Improvement Exec Committee in-person meetings at the Royal Alex. Return flight on May 17, 2018	Marlin Travel	721.41
11-May-2018	DIRECT BILLING	Airline Ticket	Air Canada flight, Lethbridge-Calgary-Edmonton departing May 29, 2018 for the May 30, 2018 ZEL Retreat @ SSP. This is a one way ticket. Return ticket booked in April for travel from Edmonton to St. Johns, NB the night of May 30, 2018.	Marlin Travel	150.12

Total Paid in the Month	\$	
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\$1,306.99

Vision

A DIRECT TRAVELSM COMPANY

Invoice

ALBERTA HEALTH SERVICES
 ALBERTA HEALTH SERVICES
 10030 - 107 STREET
 EDMONTON AB
 T5J 3E4

Trip #: [REDACTED]
 Booking Date: 16 May 18
 Client: [REDACTED]
 Agent: [REDACTED]
 File Locator: [REDACTED]

PASSENGERS: MS KATHERINE CHUBBS

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	375.50	0.00	\$0.00	59.96	0.00	435.46 CAD
Total:	375.50	0.00	0.00	59.96	0.00	435.46 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	05/15/2018		[REDACTED]	435.46 CAD
Total Payment:					435.46 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
 REASON FOR TRAVEL CANCER SCN MEETING

***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 ***** **PLEASE REVIEW YOUR ITINERARY FOR ACCURACY**
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 16 May 18
Client: [REDACTED]
Agent: [REDACTED]
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
KATHERINE CHUBBS	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers:		KATHERINE CHUBBS		Booking Date:	15 May 18	
				File Locator/Ticket #:	[REDACTED]	
Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	07212	LETHBRIDGE 13 Jun 18 5:10AM		CALGARY INTL 13 Jun 18 6:01AM	W/	
AIR CANADA	08130	CALGARY INTL 13 Jun 18 7:00AM		EDMONTON INTL 13 Jun 18 7:54AM	W/	
AIR CANADA	08163	EDMONTON INTL 13 Jun 18 10:05PM		CALGARY INTL 13 Jun 18 11:02PM	T/	
AIR CANADA	07221	CALGARY INTL 13 Jun 18 11:45PM		LETHBRIDGE 14 Jun 18 12:36AM	T/	

Vision

A DIRECT TRAVEL[®] COMPANY

Invoice

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 11 May 18
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

PASSENGERS: MS KATHERINE CHUBBS

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	661.45	0.00	\$0.00	59.96	0.00	721.41 CAD
Total:	661.45	0.00	0.00	59.96	0.00	721.41 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	05/10/2018	[REDACTED]	[REDACTED]	721.41 CAD
				Total Payment:	721.41 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL QUALITY SAFETY AND OUTCOME IMPROVEMENTS

***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 *****
*****PLEASE REVIEW YOUR ITINERARY FOR ACCURACY***
PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 11 May 18
Client: [REDACTED]
Agent: [REDACTED]
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
KATHERINE CHUBBS	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: KATHERINE CHUBBS		Booking Date:	10 May 18			
		File Locator/Ticket #:	[REDACTED]			
Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	07222	LETHBRIDGE		CALGARY INTL	H/	
		16 May 18 7:45PM		16 May 18 8:36PM		
AIR CANADA	08168	CALGARY INTL		EDMONTON INTL	H/	
		16 May 18 11:35PM		17 May 18 12:25AM		
AIR CANADA	08155	EDMONTON INTL		CALGARY INTL	Q/	
		17 May 18 8:00PM		17 May 18 8:57PM		
AIR CANADA	07221	CALGARY INTL		LETHBRIDGE	Q/	
		17 May 18 11:45PM		18 May 18 12:36AM		



A DIRECT TRAVEL[®] COMPANY

Invoice

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 08 May 18
Client: [REDACTED]
Agent: [REDACTED]
File Locator: [REDACTED]

PASSENGERS: MS KATHERINE CHUBBS

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	127.64	0.00	\$0.00	22.48	0.00	150.12 CAD
Total:	127.64	0.00	0.00	22.48	0.00	150.12 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	05/07/2018		[REDACTED]	150.12 CAD
				Total Payment:	150.12 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL SENIOR LEADER MEETING

***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 ***** **PLEASE REVIEW YOUR ITINERARY FOR ACCURACY**
PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY
***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 ***** **PLEASE REVIEW YOUR ITINERARY FOR ACCURACY**
PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----
-----AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. -----

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 08 May 18
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
KATHERINE CHUBBS	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: KATHERINE CHUBBS

Booking Date: 07 May 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	07220	LETHBRIDGE 29 May 18 5:30PM		CALGARY INTL 29 May 18 6:21PM	S/	
AIR CANADA	08225	CALGARY INTL 29 May 18 7:30PM		EDMONTON INTL 29 May 18 8:20PM	S/	