

AHS Board and Executive Expense Report

Name Dr. Kathryn Todd
Title VP Research Innovation & Analytics
Location Edmonton

Expenses submitted during the month of June 2017

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)
Jun-17	P-Card	Meetings				138	138			
Jun-17	Expense Claim	Meetings			224		224			
Jun-17	Direct Billing	Meetings	899				899			
Total			\$ 899	\$ -	\$ 224	\$ 138	\$ 1,261	\$ -	\$ -	\$ -

Total for the Month \$ 1,261

Maximum daily single meal expense claimed in the month \$ -
 Maximum daily base hotel rate claimed in the month \$ 200
 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									
TODD, KATHRYN	VP Research, Innovation & Analytics	Edmonton	\$ 137.95									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
5/22/2017	Cab to Airport - Meeting in Calgary	AB - Local	Taxi-Service Recipient	\$ 76.70	Home	YEG - AP	HSPR Training Modernization pan-Canadian Curriculum Meeting	1				
6/9/2017	Meeting downtown at ATB Place	AB - Local	Parking - Lot or Parkade	\$ 10.00			Health Information & Data Governance meeting downtown YEG	1				
6/14/2017	Meeting downtown YEG	AB - Local	Parking - Lot or Parkade	\$ 26.25			CIHI Board of Directors Meeting/Reception - downtown YEG	1				
6/15/2017	Announcement downtown YEG	AB - Local	Parking - Lot or Parkade	\$ 25.00			Health City Announcement with YEG Mayor & Dr. Jodi Abbott	1				
Approver(s) for the claim		Approval Status		Approval Date								
YIU, VERNA		Approve		6-Jul-17								

ATS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/05/22
TIME 9574 12:04:49
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$65.00
TIP \$11.70
TOTAL \$76.70

MasterCard
[REDACTED]

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GRT 13880 1212 RT0001

ATB PLACE
GST:887315638RT001
RECEIPT C1

IN: 09.06.17 08:17
PAY: 09.06.17 10:04
AMOUNT: \$ 10.00

----- TRANSACTION
RECORD -----

Card #: [REDACTED]
Card Entry:CHIP
Account:MASTERCARD
Trans:PURCHASE
Amount:\$10.00
Auth [REDACTED]
Sequence # [REDACTED]
Term ID: [REDACTED]
Date:17/06/09
Time:10:03:37

APPROVED

BY ENTERING A VERIFIED
PIN, CARDHOLDER
AGREES TO PAY ISSUER
SUCH TOTAL IN
ACCORDANCE WITH ISSUERS
AGREEMENT WITH
CARDHOLDER

Application Label:
[REDACTED]

*** CUSTOMER
COPY ***

RECEIPT
RE-ENTRY CODE 55274#

License Plate Number
[REDACTED]

Expiration Date/Time

05:59 PM
JUN 14, 2017

Purchase Date/Time: 12:35pm Jun 14, 2017
Total Parking: \$25.00
Total GST: \$1.25
Total Due: \$26.25
Total Paid: \$26.25
Ticket S/N [REDACTED]
Setting: C209
Mach Name: C209B

[REDACTED] MasterCard

Auth # [REDACTED]

PARKING RECEIPT
PARKING RECEIPT
PARKING RECEIPT
PARKING RECEIPT

IMPARK00020281A
10131 97 STREET
EDMONTON, AB T5J4C3
7804201976

SALE

MID: [REDACTED] HST: 1234567890
TID: [REDACTED] REF# [REDACTED]
Batch [REDACTED] 19:00:28
06/13/17
APPR CODE: [REDACTED]
MASTERCARD Chip

AMOUNT \$25.00

APPROVED

MasterCard
[REDACTED]

BY ENTERING A VERIFIED PIN, CARDHOLDER AGREES
TO PAY ISSUER SUCH TOTAL IN ACCORDANCE WITH
ISSUERS AGREEMENT WITH CARDHOLDER
ACCORDANCE WITH ISSUER'S
AGREEMENT
WITH CARDHOLDER

THANK YOU / MERCI!

CUSTOMER COPY

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
TODD, KATHRYN	VP Research, Innovation & Analytics	Edmonton	\$ 224.00

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/21/2017	PAs for Calgary Staff on June 21 & Exec Educ Prog on June 22 in Calg	AB - Local	Accommodations	\$ 224.00			Calgary staff PA meetings and Exec Educ Prog attended	1			

Approver(s) for the claim	Approval Status	Approval Date
YIU, VERNA	Approve	6-Jul-17

Sheraton Suites Calgary Eau Claire
 255 Barclay Parade SW
 Calgary, AB T2P 5C2
 Canada
 Tel: 403 266 7200 Fax: 403 266 1300



Sheraton

Kathryn Todd

Page Number : 1 Invoice Nbr : [REDACTED]
 Guest Number : [REDACTED]
 Folio ID : [REDACTED]
 Arrive Date : 21-JUN-17 16:54
 Depart Date : 22-JUN-17 12:00
 No. Of Guest : 1
 Room Number : [REDACTED]
 Club Account : [REDACTED]

Tax Invoice

Tax ID : 846543619 RT0002
 Sheraton Eau Claire JUN-22-2017 08:08 ES

Date	Reference	Description	Charges (CAD)	Credits (CAD)
21-JUN-17	[REDACTED]	Room Charge	269.00	Claiming only \$200 Room Charge + 12% tax
21-JUN-17	[REDACTED]	DMF (3%)	8.07	
21-JUN-17	[REDACTED]	Alberta Tourism Levy (4%)	11.08	
21-JUN-17	[REDACTED]	GST (5%)	13.85	
22-JUN-17	[REDACTED]	Visa [REDACTED]		-344.18
For Authorization Purpose Only				
	Date	Code	Authorized	
	22-JUN-17	[REDACTED]	344.18	
22-JUN-17	303	Other	70.00	
22-JUN-17	303	GST (5%)	3.50	
		** Total	417.68	-344.18
		*** Balance	73.50	

$\$200 + 12\% (TAX) = \underline{\underline{\$224.00 \text{ MAX}}}$

Continued on the next page

Sheraton Suites Calgary Eau Claire
255 Barclay Parade SW
Calgary, AB T2P 5C2
Canada
Tel: 403 266 7200 Fax: 403 266 1300



Sheraton®

Kathryn Todd
[REDACTED]

Page Number : 2 Invoice Nbr : [REDACTED]
Guest Number : [REDACTED]
Folio ID : [REDACTED]
Arrive Date : 21-JUN-17 16:54
Depart Date : 22-JUN-17 12:00
No. Of Guest : 1
Room Number : [REDACTED]
Club Account : [REDACTED]

GST Summary

Amount (CAD)

GST Room Revenue	13.85
GST Food and Beverage	1.68
GST Telephone	0.00
GST Other Revenue	3.50
Total GST	19.03

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EXPENSE SUMMARY REPORT

Currency: CAD

Executive Expenses Report Direct Billing Summary

Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive 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 : Kathryn Todd	Reporting Period for the Month of : Jun-17
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DD-MMM-YY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
12-Jun-17	Direct Billing	Airline Ticket	Flight to Vancouver to attend the Roundtable on the Opioid Crisis - FLIGHT CANCELLED due to having to attend another meeting in EDM	Marlin Travel	5.25
12-Jun-17	Direct Billing	Airline Ticket	Flight to Vancouver to attend the Roundtable on the Opioid Crisis - FLIGHT CANCELLED due to having to attend another meeting in EDM	Marlin Travel	523.11
12-Jun-17	Direct Billing	Airline Ticket	Flight to Calgary to conduct Employee Performance Appraisals	Marlin Travel	370.14
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	-
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	-
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	-
Total Paid in the Month					\$ 898.50

1



Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 01 Jun 17 Client: [REDACTED] Agent: [REDACTED] File Locator: [REDACTED]
--	--

PASSENGERS: KATHRYN TODD

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	458.15	0.00	\$0.00	64.96	0.00	523.11 CAD
AIR CANADA Ticket # [REDACTED]	5.00	0.00	\$0.00	0.25	0.00	5.25 CAD
Total:	463.15	0.00	0.00	65.21	0.00	528.36 CAD

INVOICE #	PAYMENT DATE	CARD HOLDER	FORM OF PAYMENT	AMOUNT
[REDACTED]	06/01/2017	[REDACTED]	[REDACTED]	523.11 CAD
	06/01/2017	[REDACTED]	[REDACTED]	5.25 CAD
Total Payment:				528.36 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL

***** 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 CGSTS 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. -----

Flight was cancelled - credit on file - see #2.

GOVERNMENT CENTRE
MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8
Tél.: 780 425 8611
GST REG# 885101915

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

Trip #: [REDACTED]
Booking Date: 01 Jun 17
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
KATHRYN TODD	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

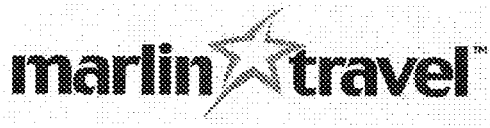
Passengers: KATHRYN TODD	Booking Date: 06/01/2017
From: EDMONTON INTL	File Locator/Ticket #: [REDACTED]
To: VANCOUVER INTL	Departing on: 06/12/2017
	Returning on: 06/12/2017



AIR

Passengers: KATHRYN TODD	Booking Date: 06/01/2017						
	File Locator/Ticket #: [REDACTED]						
Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	00237	EDMONTON INTL		VANCOUVER INTL	G		
		06/12/2017 8:00AM		06/12/2017 8:33AM			
AIR CANADA	00242	VANCOUVER INTL		EDMONTON INTL	V		
		06/12/2017 3:05PM		06/12/2017 5:35PM			

3



Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 20 Jun 17 Client: [REDACTED] Agent: [REDACTED] Agents email: MARLINTRAVEL.CA File Locator: [REDACTED]
--	---

PASSENGERS: KATHRYN TODD

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket: [REDACTED]	270.14	0.00	\$0.00	0.00	100.00	370.14 CAD
Total:	270.14	0.00	0.00	0.00	100.00	370.14 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	06/20/2017	[REDACTED]	[REDACTED]	370.14 CAD
					0.00 CAD
				Total Payment:	370.14 CAD
				Balance Due CAD Currency	0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL PERFORMANCE APPRAISALS

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
 ***** 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 -----
 -----WESTJET AIRLINE RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY TICKET MUST BE CANCELLED AT LEAST 2 HOURS PRIOR OR NO CREDIT WILL APPLY 24 HOURS IN ADVANCE GO TO WWW.WESTJET.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

June 12/17. Flight times/dates were changed

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

Trip #: [REDACTED]
Booking Date: 20 Jun 17
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]@MARLINTRAVEL.CA
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
KATHRYN TODD	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: KATHRYN TODD
Booking Date: 06/19/2017
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	00104	EDMONTON INTL 06/21/2017 8:00AM		CALGARY INTL 06/21/2017 8:50AM	Q		



AIR

Passengers: KATHRYN TODD
Booking Date: 06/19/2017
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
WESTJET	03243	CALGARY INTL 06/22/2017 3:00PM		EDMONTON INTL 06/22/2017 3:53PM	Y		