

AHS Board and Executive Expense Report

Name Dr. Kathryn Todd
Title VP System Innovations & Programs
Location Edmonton

Expenses submitted during the month of June 2019

			Travel (1)					Working Sessions Hosting and Hospitality		
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	(3)	Other (4)
Jun-19	P-Card	Meetings				573	573			
Jun-19	Direct Billing	Meetings	1,212				1,212			
Total			\$ 1,212	\$ -	\$ -	\$ 573	\$ 1,785	\$ -	\$ -	\$ -

**Total for
the Month** \$ 1,785

Maximum daily single meal expense claimed in the month \$ -
Maximum daily base hotel rate claimed in the month \$ -
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 System Innovations & Programs	Edmonton	\$ 572.96									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
5/23/2019	Roundtrip Taxi from Home to EIA - Western Strategic Advisory Collaborative Meeting in Vancouver	AB - Local	Taxi	\$ 153.40	Home	EIA		1				
6/5/2019	Taxi - Home to EIA - IHE Board of Directors Meeting in Calgary & Various Meetings	AB - Local	Taxi	\$ 94.40	Home	EIA		1				
6/5/2019	Taxi - Calgary Airport to Southport Tower - AEC & Various Meetings in Calgary	AB - Local	Taxi	\$ 68.56	Calgary Airport	Southport Tower		1				
6/7/2019	Taxi - EIA to Home (in Calgary for AEC, IHE and Various Meetings)	AB - Local	Taxi	\$ 60.00	EIA	Home		1				
6/7/2019	Taxi - Hotel to Calgary Airport for Return flight home (in Calgary for AEC, IHE and Various Meetings)	AB - Local	Taxi	\$ 43.20	Hotel	Calgary Airport		1				
6/12/2019	Taxi - Home to EIA - Exec. Ed ALP Presentations in Calgary	AB - Local	Taxi	\$ 76.70	Home	EIA		1				
6/13/2019	Taxi - EIA to Home - Exec. Ed ALP Presentations in Calgary	AB - Local	Taxi	\$ 76.70	EIA	Home		1				
Approver(s) for the claim		Approval Status		Approval Date								
YIU, VERNA		Approve		9-Sep-19								

AIS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/05/23
TIME 8714 17:36:40
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

CHASE
NT \$130
\$23.40
L

\$153.40



Roundtrip

APPROVED

AUTH# [REDACTED]
THANK YOU

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IMPORTANT - RETAIN THIS
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ATIS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#1814

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/06/05
TIME 3167 07:33:39
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

SALE

MID [REDACTED]
TID [REDACTED] RE [REDACTED]
Batch # [REDACTED] SEQ [REDACTED]
06/05/19 [REDACTED] 10.11.05
APPR CODE: [REDACTED]
MASTERCARD [REDACTED]

PURCHASE

AMOUNT \$58.1
TIP \$10.4
TOTAL \$68.5

\$94.40

00 - APPROVED - 001

MasterCard [REDACTED]

THANK YOU

*airport
to
Hotel
- cal
SPTT*

*airport
return*

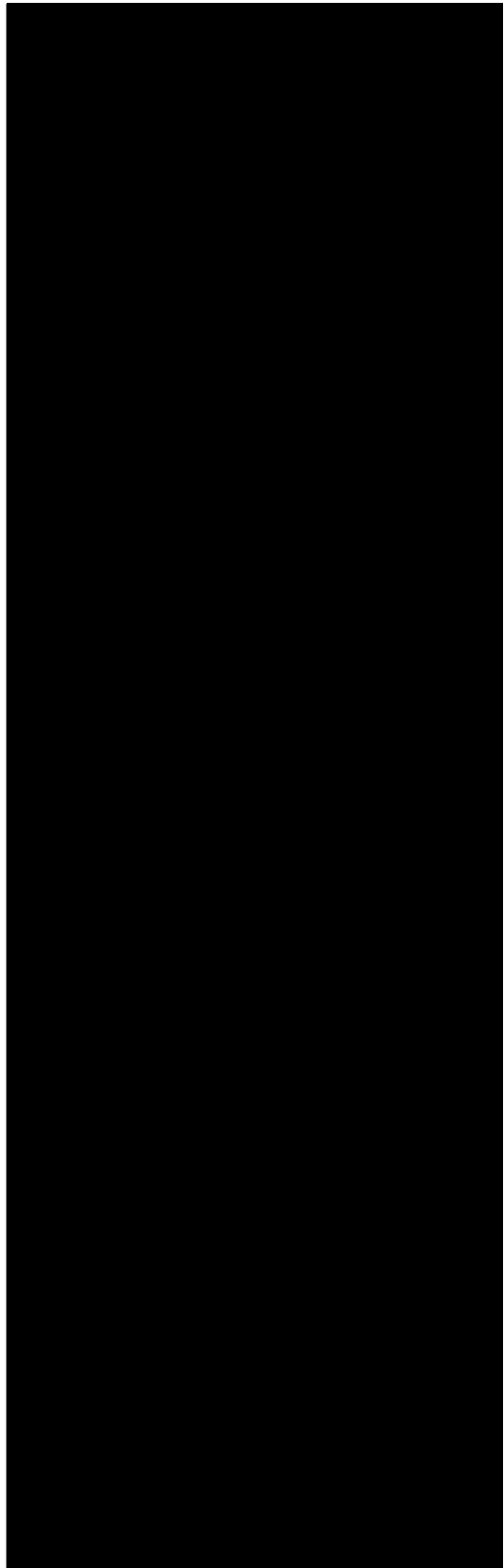
APPROVED

AUTH# [REDACTED]
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*June 5, 2019
1.) Travel to Airport -
to*



12A 1X2
(403) 299-9999
www.thecheckergroup.com

4608 101 ST NW
7809897099
EDMONTON AB

ATS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

4608 101 ST NW
7809897099
EDMONTON AB

Jun 7, 19 11:00

Car# [REDACTED]
Driver# [REDACTED]
Driver Tax# 768974685
Booking# [REDACTED]

From:
2019-06-07 10:39:18 AM

To:
2019-06-07 11:00:10 AM

Flagfall \$3.80
Fare [REDACTED]
Extras [REDACTED]
Flat Rate [REDACTED]
Tip [REDACTED]
Total + Tip [REDACTED]
Subtotal \$37.20

Tip \$6.00
Card Charged \$43.20
Tax \$1.77

Approval

Card No [REDACTED]
Entry Mode [REDACTED]
Auth ID [REDACTED]
[REDACTED]

MasterCard

Verified by PIN
2019-06-07 11:00:57 AM

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/06/07
TIME 9043 15:37:14
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$50.00
TIP \$10.00
TOTAL

\$60.00

[REDACTED]

APPROVED

AUTH# [REDACTED]
THANK YOU

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GST 80345 8967 RT0001

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/06/12
TIME 3192 15:40:37
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$65.00
TIP \$11.70
TOTAL

\$76.70

MasterCard
[REDACTED]

APPROVED

AUTH# [REDACTED]
THANK YOU

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GST#138801212

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/06/13
TIME 2025 17:16:52
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$65.00
TIP \$11.70
TOTAL

\$76.70

MasterCard
[REDACTED]

APPROVED

AUTH# [REDACTED]
THANK YOU

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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 : Kathryn Todd	Reporting Period for the Month of : Jun-19
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
5-Jun-2019	Direct Billing	Airline Ticket	FLIGHT - Edmonton to Calgary (return - June 5-7, 2019). IHE Board of Directors Meeting & International Digital Health Innovations sessions.	Vision Travel	596.96
12-Jun-2019	Direct Billing	Airline Ticket	FLIGHT - Edmonton to Calgary (return - June 12-13, 2019). AHS Executive Education Program Cohort #7 ALP Presentations. Rationale: The flight was over \$600 due to the fact that there was an Oil & Gas show in YYC which drove up the flight prices and limited seat availability	Vision Travel	614.96
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
Total Paid in the Month					\$ 1,211.92



Vision Travel DT Ontario-West Inc
 9929 - 108 St.
 Edmonton, AB
 T5K 1G8
 (780) 425-8611 1-866-425-8611

www.visiontravel.ca
 GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice: [REDACTED]
 Issued: 28 May 2019

Agency Ref.: [REDACTED]
 Sales Person: [REDACTED]

Customer Number: [REDACTED]
 Customer Ref.:

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

Passenger(s): **TODD/KATHRYN**

Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

AIR - Wednesday, June 5 2019 (Flown)		Add To Calendar	
Air Canada Flight AC8133 Economy Class			
Depart	Edmonton, Alberta Edmonton International Airport 08:40 AM Wednesday, June 5 2019	Arrive	Calgary, Alberta Calgary International Airport 09:32 AM Wednesday, June 5 2019
Duration:	0 hour(s) and 52 minute(s) Non-stop		
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]		
FF Number:	[REDACTED] TODD/KATHRYN - please reconfirm at check-in		
Online Check In:	Available 24 hours prior - click here		
Baggage Allowance:	1 Piece(s)		
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ		

AIR - Friday, June 7 2019 (Flown)		Add To Calendar	
Air Canada Flight AC8148 Economy Class			
Depart	Calgary, Alberta Calgary International Airport 02:00 PM Friday, June 7 2019	Arrive	Edmonton, Alberta Edmonton International Airport 02:50 PM Friday, June 7 2019
Duration:	0 hour(s) and 50 minute(s) Non-stop		
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]		
Operated By:	AIR CANADA EXPRESS - JAZZ		
FF Number:	[REDACTED] - TODD/KATHRYN - please reconfirm at check-in		
Online Check In:	Available 24 hours prior - click here		
Baggage Allowance:	1 Piece(s)		
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ		

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	██████████					
Air Canada	██████████	522.00	74.96	0.00	0.00	596.96
					Billed to: ██████████	
	Totals:	522.00	74.96	0.00	0.00	596.96
					Total Credit Card Billing:	596.96
					Balance Due:	0.00



Vision Travel DT Ontario-West Inc
9929 - 108 St.
Edmonton, AB
T5K 1G8
(780) 425-8611 1-866-425-8611

www.visiontravel.ca
GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 04 June 2019

Agency Ref.: [REDACTED]
Sales Person: [REDACTED]

Customer Number: [REDACTED]
Customer Ref.:

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

Passenger(s): **TODD/KATHRYN**

Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

AIR - Wednesday, June 12 2019 (Flown)		Add To Calendar	
Air Canada Flight AC8153 Economy Class			
Depart	Edmonton, Alberta Edmonton International Airport 04:55 PM Wednesday, June 12 2019	Arrive	Calgary, Alberta Calgary International Airport 05:47 PM Wednesday, June 12 2019
Duration:	0 hour(s) and 52 minute(s) Non-stop		
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]		
FF Number:	[REDACTED] - TODD/KATHRYN - please reconfirm at check-in		
Online Check In:	Available 24 hours prior - click here		
Baggage Allowance:	1 Piece(s)		
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ		

AIR - Thursday, June 13 2019 (Flown)		Add To Calendar	
Air Canada Flight AC8150 Economy Class			
Depart	Calgary, Alberta Calgary International Airport 03:35 PM Thursday, June 13 2019	Arrive	Edmonton, Alberta Edmonton International Airport 04:25 PM Thursday, June 13 2019
Duration:	0 hour(s) and 50 minute(s) Non-stop		
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]		
Operated By:	AIR CANADA EXPRESS - JAZZ		
FF Number:	[REDACTED] TODD/KATHRYN - please reconfirm at check-in		
Online Check In:	Available 24 hours prior - click here		
Baggage Allowance:	1 Piece(s)		
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ		

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
Air Canada	[REDACTED]	540.00	74.96	0.00	0.00	614.96
					Billed to:	[REDACTED]
	Totals:	540.00	74.96	0.00	0.00	614.96
					Total Credit Card Billing:	614.96
					Balance Due:	0.00