

AHS Board and Executive Expense Report

Name: Matthew Parliament
Title: Senior Medical Director, CancerCare AB
Location: Edmonton
 Expenses approved during the month of October 2021

Travel (1)										
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
	P-Card	Meetings					-			
	Expense Claim	Meetings					-			
Oct-21	Direct Bill	Meetings	213				213			
Total			\$ 213	\$ -	\$ -	\$ -	\$ 213	\$ -	\$ -	\$ -

**Total for
the Month** \$ 213

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.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

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: **No**

Name : Dr. Matthew Parliament	Reporting Period for the Month of : Oct-21
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
12-Aug-2021	Direct Billing	Airline Ticket	Invoice [REDACTED] Round Trip Edmonton to Calgary - Attend in person Cancer Care leadership meeting - used credit on file, these are change fee charges	Vision Travel	\$213.00
Total Paid in the Month					\$ 213.00

From: [REDACTED]
Sent: Thursday, August 12, 2021 3:24 PM
To: [REDACTED]
Subject: Invoice and Itinerary for PARLIAMENT/MATTHEW DR - 16September21 - Direct Travel
Locator: [REDACTED]
Attachments: E-Ticket Receipt 1 [REDACTED] - September 16 2021 21234842.pdf

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message



Vision Travel DT Ontario-West Inc
9929 - 108th Street NW
Edmonton AB T5K 1G8
780-459-6661
800-459-6634

www.dt.ca
GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 12 August 2021

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

Customer Number: [REDACTED]
Customer Ref.: [REDACTED]

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB
T5J 3E4

Passenger(s): PARLIAMENT/MATTHEW DR

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

AIR - Thursday, September 16 2021		Add To Calendar
WestJet Flight [REDACTED] Economy Class		
Depart	Edmonton, Alberta Weather Edmonton International Airport 07:30 AM Thursday, September 16 2021	Arrive Calgary, Alberta Weather Calgary International Airport 08:22 AM Thursday, September 16 2021
Duration:	0 hour(s) and 52 minute(s) Non-stop	
Status:	Confirmed - WestJet Booking Reference: [REDACTED]	
FF Number:	XXXXXXXX[REDACTED] - PARLIAMENT/MATTHEW DR - please reconfirm at check-in	
Online Check In:	Available 24 hours prior - click here	
Remarks:	PLEASE CHECK IN WITH WESTJET	

WestJet Flight [REDACTED] Economy Class

Depart Calgary, Alberta [Weather](#) Arrive Edmonton, Alberta [Weather](#)
 Calgary International Airport Edmonton International Airport
 07:15 PM Thursday, September 16 2021 08:09 PM Thursday, September 16 2021

Duration: 0 hour(s) and 54 minute(s) Non-stop
 Status: Confirmed - WestJet Booking Reference: [REDACTED]
 Operated By: WESTJET ENCORE
 FF Number: XXXXXX [REDACTED] - PARLIAMENT/MATTHEW DR - please reconfirm at check-in
 Online Check In: Available 24 hours prior - [click here](#)

Remarks: PLEASE CHECK IN WITH WESTJET ENCORE

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Change Fee:	[REDACTED]	200.00		0.00	0.00	200
Additional Collection:	[REDACTED]	0.00	13.00	0.00	0.00	13
Totals:		200.00	13.00	0.00	0.00	213.00
					Balance Due:	0.00

Remarks

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

24 HOUR EMERGENCY TRAVEL ASSISTANCE
OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY
A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE
WITHIN NORTH AMERICA - CALL 1-888-700-6063
OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263
EMAIL D24CAN AT DT.COM
PLEASE QUOTE ACCESS CODE 2EC0

RECOMMENDED CHECK-IN TIME IS AT LEAST 90 MINUTES
PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE
AVAILABLE AT THE BOARDING GATE AT LEAST 60 MINUTES
PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING.
PLEASE ENSURE THAT YOU HAVE GOVERNMENT-ISSUED
PHOTO I.D. GATE ASSIGNMENTS AND DEPARTURE
ARRIVAL INFORMATION ARE SUBJECT TO CHANGE.
PLEASE CHECK MONITORS AT THE AIRPORT.
PLEASE RECONFIRM ALL FLIGHTS
IT IS YOUR RESPONSIBILITY TO VERIFY FLIGHT TIMES WITH
THE AIRLINE PRIOR TO YOUR DEPARTURE. SCHEDULE CHANGE
MAY OCCUR AT ANY TIME WITHOUT NOTICE BY THE AIRLINE.

ENSURE ALL TRAVELLERS HAVE PROPER TRAVEL DOCUMENTS
CHECK THIS WEBSITE FOR AIRPORT SECURITY INFO
WWW.CATSA.GC.CA

---AIRPORT SECURITY REVISIONS---
BAGGAGE ALLOWANCE-SPECIFIC SIZE AND WEIGHT
RESTRICTIONS VARY BETWEEN AIRLINES. EXCESS CHARGES
MAY APPLY. VISIT THE AIRLINES WEBSITE TO SEE THE
EXACT BAGGAGE RESTRICTIONS AND FEES.
MOST AIRLINE BAGGAGE LINKS ARE AVAILABLE BY VISITING
WWW.DT.CA/BAGGAGE/
THIS IS AN ELECTRONIC TICKET VALID ONLY ON ISSUING AIRLINE
PHOTO ID REQUIRED FOR CHECK IN.
BOARDING PASS REQUIRED PRIOR TO ENTERING SECURITY.
YOUR AIRLINE FILE NUMBER IS LICAKV

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FOR MORE INFORMATION ON CANADAS CANNABIS ACT EFFECTIVE
17 OCTOBER 2018 AND HOW IT RELATES TO TRAVEL PLANS PLEASE VISIT
TRAVEL.GC.CA/TRAVELLING/CANNABIS-AND-INTERNATIONAL-TRAVEL