

AHS Board and Executive Expense Report

Name Penny Rae
Title Chief Information Officer
Location Calgary

Expenses submitted during the month of September 2019

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)
Sep-19	P-Card	Meetings			170	14	184	412		
Sep-19	Expense Claim	Meetings		188		556	744			
Sep-19	Direct Billing	Meetings	437				437			
Total			\$ 437	\$ 188	\$ 170	\$ 570	\$ 1,365	\$ 412	\$ -	\$ -

Total for the Month \$ 1,777

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								
RAE, PENELOPE JANE	Chief Information Officer	Calgary	\$ 596.17								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
9/4/2019	Parking in Edmonton - 60 Day Launch Readiness Assessment (wave 1) Meeting - Sept 4 2019	AB - Other Zones	Parking - Lot or Parkade	\$ 14.25				1			
9/12/2019	The Association of Professional Engineers & Geoscientists of Alberta Membership	AB - Local	Courses and Professional Development	\$ 411.60				1			
9/16/2019	Accommodations in Edmonton - Health Information Executive Committee, Wave 2/3 Timeline Planning Sep 16 & Continuity of Care Leaders Group Meeting Sep 17 2019	AB - Other Zones	Accommodations	\$ 170.32				1			
Approver(s) for the claim		Approval Status		Approval Date							
RHODES, DEBORAH		Approve		26-Sep-19							



Alberta Health Services

Date: September 25, 2019
Expense Report: [REDACTED]
Re: iExpense Attestation for missing receipt

Date of purchase: September 4, 2019
Amount: \$14.25
Vendor: AHS Parking

I Penny Rae attest to the accuracy of the above noted expense and for the receipt which was not issued by the parking machine at the meeting location.

Penny Rae, CIO
Alberta Health Services

A handwritten signature in cursive script, appearing to read "Penny Rae", written over a horizontal line.

OFFICIAL RECEIPT

For Membership Dues

Retain for Income Tax Purposes

GST# 106728603

For: **Penny Rae**

Member No:



Receipt No:



Receipt Date: **September 12, 2019**

Amount:

\$392.00

GST:

\$19.60

Valid Dates: **September 01, 2019 to August 31, 2020**

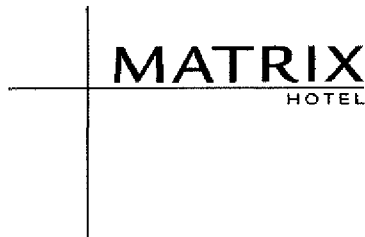
Total:

\$411.60



The Association of Professional
Engineers and Geoscientists of Alberta

Head Office | 1500 Scotia One | 10060 Jasper Avenue NW | Edmonton AB T5J 4A2
PH 780-426-3990 TOLL FREE 1-800-661-7020 FAX 780-426-1877 www.apega.ca email@apega.ca



Penelope Rae

Room No. [REDACTED]
Arrival : 09-16-19
Departure Date : 09-17-19
Folio No. : [REDACTED]
Conf. No. : [REDACTED]
P.O. No. : [REDACTED]

Company Name: AHS - Vision/Marlin Travel
Group Name:

INFORMATION INVOICE

Date	Description	Charges	Credits
09-16-19	Room Revenue	159.00	
09-16-19	Destination Marketing Fee	4.77	
09-16-19	Tourism Levy	6.55	
09-17-19	Mastercard [REDACTED]		170.32
Total Charges		170.32	
Total Credits			170.32
Balance			0.00

Merchant ID [REDACTED]
Transaction ID [REDACTED]
Approval Code [REDACTED]
Approval Amount 170.32

Credit Card # [REDACTED]
Capture Method Swiped
Transaction Amount 170.32

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
RAE, PENELOPE JANE	Chief Information Officer	Calgary	\$ 743.98									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
9/4/2019	Milegae for round trip Calgary to Edmonton for Connect Care 60 Day Launch Readiness Assessment (Wave 1) Meeting		Mileage-Other	\$ 277.30	109 Quarry Park Blvd SE, Calgary	Bernard Snell Hall, WMC, Edmonton		1			590	
9/4/2019	Meals in Edmonton for the 60 Day Launch Readiness Assessment (Wave 1) September 4 2019	AB - Other Zones	Meals Per Diem	\$ 47.50				1				
9/16/2019	Milegae for round trip Calgary to Edmonton for Health Information Executive Committee, ATB Building Sep 16 2019 & Wave 2/3 Timeline Planning Workshop CN Tower Sep 17 2019		Mileage-Other	\$ 279.18	109 Quarry Park Blvd SE, Calgary	CN Tower, Edmonton		1			594	
9/16/2019	Meals in Edmonton - HIEC, ATB Building, Continuity of Care Leaders Mtg Sep 16 & Wave 2/3 Timeline Planning Workshop CN Tower Sep 17 2019	AB - Other Zones	Meals Per Diem	\$ 47.50				1				
9/17/2019	Meals in Edmonton - HIEC, ATB Building, Continuity of Care Leaders Mtg Sep 16 & Wave 2/3 Timeline Planning Workshop CN Tower Sep 17 2019	AB - Other Zones	Meals Per Diem	\$ 34.50				1				
9/19/2019	Meals in Red Deer Regional Hospital for all-day IT Leadership Meeting 19 Sept 2019	AB - Other Zones	Meals Per Diem	\$ 10.50				1				
9/20/2019	Meals - North Zone Wave 4 CC Launch - Grande Prairie Sept 20 2019	AB - Other Zones	Meals Per Diem	\$ 47.50				1				
Approver(s) for the claim		Approval Status		Approval Date								
RHODES, DEBORAH		Approve		26-Sep-19								

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 : Penny Rae	Reporting Period for the Month of : Sep-19
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
20-Sep-2019	Direct Billing	Airline Ticket	Return to Grande Prairie for North Zone Wave 4 Connect Care Launch	Vision Travel	\$436.96
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
Total Paid in the Month					\$ 436.96



Vision Travel DT Ontario-West Inc

, , Canada

www.visiontravel.ca

GST Reg : 723782728 RT 0001

E-Ticket Receipt

Ticket Number: [REDACTED]
Invoice: [REDACTED]
Sales Person:

Issuing Airline: WS
Agency Ref.: [REDACTED]
IATA Number: [REDACTED]

Issued: 13Aug19
Customer Number: [REDACTED]
Customer Ref.: N/A

Passenger(s): RAE/PENELOPE MRS

AIR - Friday, September 20 2019

WestJet Flight WS3187 Economy Class - Seat Assigned at Check-in

Depart	Calgary, Alberta Calgary International Airport 06:00 AM Friday, September 20 2019	Arrive	Grande Prairie, Alberta Grande Prairie'Municipal Airport 07:29 AM Friday, September 20 2019
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Duration: 1 hour(s) and 29 minute(s) Non-stop
Status: Confirmed - WestJet Booking Reference: [REDACTED]
Operated By: WESTJET ENCORE
FF Number: [REDACTED] - RAE/PENELOPE MRS - please reconfirm at check-in
Online Check In: Available 24 hours prior
Baggage Allowance: 0 Piece(s)
Remarks: PLEASE CHECK IN WITH WESTJET ENCORE
Fare Basis: LAVDOELS
Not Valid Before: 20Sep
Not Valid After: 20Sep

AIR - Friday, September 20 2019

WestJet Flight WS3220 Economy Class - Seat Assigned at Check-in

Depart	Grande Prairie, Alberta Grande Prairie'Municipal Airport 04:15 PM Friday, September 20 2019	Arrive	Calgary, Alberta Calgary International Airport 05:39 PM Friday, September 20 2019
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Duration: 1 hour(s) and 24 minute(s) Non-stop
Status: Confirmed - WestJet Booking Reference: [REDACTED]
Operated By: WESTJET ENCORE
FF Number: [REDACTED] - RAE/PENELOPE MRS - please reconfirm at check-in
Online Check In: Available 24 hours prior
Baggage Allowance: 0 Piece(s)
Remarks: PLEASE CHECK IN WITH WESTJET ENCORE
Fare Basis: LAVDOELS
Not Valid Before: 20Sep
Not Valid After: 20Sep

Fare**Form of payment:** Credit Card [REDACTED]**Endorsements /**
restrictions: NONE**Fare calculation:****Fare:** CAD 436.96**Equivalent amount paid:****Positive identification required for airport check in****Notice:**

Transportation and other services provided by the carrier are subject to conditions of contract and other important notices. Please ensure that you have received these notices, and if not, contact the travel agent or issuing carrier to obtain a copy prior to the commencement of your trip.

If the passenger journey involves an ultimate destination or stop in a country other than the country of departure, the Warsaw Convention may be applicable. This convention governs and on most cases limits the liability of carriers for death or personal injury and in respect of loss of, or damage to baggage.