

AHS Board and Executive Expense Report

Name: Dr Dean Ruether
Title: Senior Medical Director Cancer Care Alberta
Location: Calgary
 Expenses approved during the month of October 2023

			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-23	Direct Bill	Meetings	1,246		324		1,570			
Total			\$ 1,246	\$ -	\$ 324	\$ -	\$ 1,570	\$ -	\$ -	\$ -

**Total for
the Month** \$ 1,570

Maximum daily single meal expense claimed in the month \$ -
 Maximum daily base hotel rate claimed in the month \$ 152
 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.
- Refer to Quick Reference Guide for: [Providing a Standard Business Reason\(s\)](#)
- 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 : Dr. Dean Ruether	Reporting Period for the Month of : Oct-23
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
17-Aug-23	Direct Billing	Airline Ticket	Professional Development - Developing Trusted Leaders Program October 3-November 10, 2023 for Dr. Dean Ruether. Note - Dr. Ruether with be reimbursing 50% of the total cost of the travel back to AHS. Invoice Amount Paid has been adjusted to reflect this	Vision Travel DT Ontario-West Inc	\$796.70
25-Aug-23	Direct Billing	Airline Ticket	Professional Development - Developing Trusted Leaders Program October 3-November 10, 2023 for Dr. Dean Ruether. Note - Dr. Ruether with be reimbursing 50% of the total cost of the travel back to AHS. Invoice Amount Paid has been adjusted to reflect this	Vision Travel DT Ontario-West Inc	\$449.25
21-Sep-23	Direct Billing	Hotel	Strategic Planning, Cancer Care Alberta - DESIGN Phase, Sep 19-21, 2023 at Peter Lougheed Hall, University of Alberta.	Varscona Hotel on Whyte	\$324.32
	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					\$1,570.27

Vision Travel DT Ontario-West Inc. - HST# 723782728
 700-251 Consumers Rd, Toronto, ON M2J 4R3 - Ph 416 487 5385
 TICO R50023501 - W50023502

Alberta Health Services
 North Tower
 Edmonton AB T5J 3E4 Canada

Invoice Number : [REDACTED]
 Issued Date: 17-Aug-2023
 Agent: [REDACTED]

 **Passenger Information**

RUETHER/JOSEPH DEAN MR

PNR Locator : [REDACTED]

 **Your Flight Selection**

Ticket Number (s) / Confirmation Number (s) [REDACTED]

Departure:	Monday	02-Oct-2023	3:15 pm	Calgary(YYC)			
Arrival:	Monday	02-Oct-2023	5:42 pm	Denver(DEN)			
Airline:	AIR CANADA(AC)			Flight # :	[REDACTED]	Class :	Mileage : 899
Departure:	Monday	02-Oct-2023	7:03 pm	Denver(DEN)			
Arrival:	Monday	02-Oct-2023	8:38 pm	Salt Lake City(SLC)			
Airline:	AIR CANADA(AC)			Flight # :	[REDACTED]	Class :	Mileage : 380
Departure:	Friday	06-Oct-2023	3:07 pm	Salt Lake City(SLC)			
Arrival:	Friday	06-Oct-2023	4:38 pm	Denver(DEN)			
Airline:	AIR CANADA(AC)			Flight # :	[REDACTED]	Class :	Mileage : 380
Departure:	Friday	06-Oct-2023	7:03 pm	Denver(DEN)			
Arrival:	Friday	06-Oct-2023	9:35 pm	Calgary(YYC)			
Airline:	AIR CANADA(AC)			Flight # :	[REDACTED]	Class :	Mileage : 899

Air Fare: \$1,416.00 GST/HST: \$0.00 Taxes: \$177.40 Total Air Fare: \$1,593.40

Payment Details

Pay Method	PaymentNumber	Amount Paid
Credit Card	[REDACTED]	\$1,593.40
		\$1,593.40

50% is being reimbursed to AHS by Dr Ruether.



Vision Travel DT Ontario-West Inc

, , Canada,

www.dt.ca

GST Reg :

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 25 August 2023

Agency Ref.: [REDACTED]
Sales Person:

Customer Number: [REDACTED]
Customer Ref.: N/A

ALBERTA HEALTH SERVICES

Passenger(s): RUETHER/JOSEPH DEAN MR

Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.
Important Information Related To Your Travels:

For complete Canadian Government details for returning to or travelling to Canada – click [here](#)
Please [click here](#) upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you continue to come back to this information regularly in advance of and during travel as requirements and restrictions could change.

Baggage/Check-in Information:

Click [Here](#) for Baggage Information. Click [Here](#) for Check-in Information.

AIR - Sunday, November 5 2023 [Add To Calendar](#)

Delta Air Lines Flight [REDACTED] Economy Class - Seat [REDACTED] (Non smoking) Confirmed	
Depart	Calgary, Alberta Weather Calgary International Airport 12:25 PM Sunday, November 5 2023
Arrive	Salt Lake City, Utah Weather Salt Lake City International Airport 02:42 PM Sunday, November 5 2023
Duration:	2 hour(s) and 17 minute(s) Non-stop
Status:	Confirmed - Delta Air Lines Booking Reference: [REDACTED]
Operated By:	SKYWEST DBA DELTA CONNECTION
Online Check In:	Available 24 hours prior - click here
Baggage Allowance:	0 Piece(s)
Remarks:	PLEASE CHECK IN WITH SKYWEST DBA DELTA CONNECTION

AIR - Friday, November 10 2023 [Add To Calendar](#)

Delta Air Lines Flight [REDACTED] Premium Economy Class - Seat [REDACTED] (Non smoking) Confirmed	
Depart	Salt Lake City, Utah Weather Salt Lake City International Airport 05:30 PM Friday, November 10 2023
Arrive	Calgary, Alberta Weather Calgary International Airport 07:36 PM Friday, November 10 2023
Duration:	2 hour(s) and 6 minute(s) Non-stop
Status:	Confirmed - Delta Air Lines Booking Reference: [REDACTED]
Operated By:	SKYWEST DBA DELTA CONNECTION
Online Check In:	Available 24 hours prior - click here
Baggage Allowance:	0 Piece(s)

Remarks: PLEASE CHECK IN WITH SKYWEST DBA DELTA CONNECTION

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number	[REDACTED]					
Delta Air Lines	[REDACTED]	757.00	141.50	0.00	0.00	898.50
Totals:		757.00	141.50	0.00	0.00	898.50

50% is being reimbursed to AHS by Dr Ruether.

Billed to [REDACTED]
ng: 898.50
ue: 0.00

Remarks

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
 PLEASE QUOTE ACCESS CODE [REDACTED]

RECOMMENDED CHECK-IN TIME IS AT LEAST 120 MINUTES
 PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE
 AVAILABLE AT THE BOARDING GATE AT LEAST 30 MINUTES
 PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING.
 PLEASE ENSURE THAT YOU HAVE VALID GOVERNMENT ISSUED
 PHOTO I.D. GATE ASSIGNMENTS AND DEPARTURE/ARRIVAL
 INFORMATION ARE SUBJECT TO CHANGE. PLEASE CHECK
 MONITORS AT THE AIRPORT. PLEASE RECONFIRM ALL
 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
 PASSPORT REQUIRED FOR CHECK IN.
 BOARDING PASS REQUIRED PRIOR TO ENTERING SECURITY.
 YOUR AIRLINE FILE NUMBER IS [REDACTED]

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
 FOR TRAVEL TO OR FROM THE USA- 72 HOURS PRIOR TO DEPARTURE-
 TSA REQUIRES THE FULL NAME AS IT APPEARS ON PASSPORT-
 DATE OF BIRTH FOR SECURE FLIGHT DATA IS REQUIRE TO TRAVEL.
 BOOKINGS WITHOUT SECURE FLIGHT DATA MAY BE SUBJECT TO CANCELLATION

50% is being reimbursed to AHS by Dr Ruether.



VARSCONA
HOTEL ON WHYTE

Alberta Health Services
Accounts Payable
P.O. Box 1600
Edmonton AB T5K 1G8
Canada

COPY OF INVOICE

Room No. [REDACTED]
Arrival : 09-19-23
Departure : 09-21-23
Page No. : 1 of 1
Folio No. [REDACTED]
Invoice No. [REDACTED]
AR No. [REDACTED]
Conf. No. [REDACTED]
Cashier No. [REDACTED]
Custom Ref. [REDACTED]

Company Name :
Group Name :
Guest Name : Ruether, Joseph Dean Mr

Date	Description	Charges	Credits
09-19-23	Package Revenue	152.00	
09-19-23	Destination Marketing Fee	4.28	
09-19-23	Tourism Levy	5.88	
09-20-23	Package Revenue	152.00	
09-20-23	Destination Marketing Fee	4.28	
09-20-23	Tourism Levy	5.88	
Total Charges		324.32	
Total Credits			0.00
Balance			324.32

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

Varscona Hotel on Whyte | 8208 106 Street | Edmonton, AB T6E 6R9
Reservations: (866) 465-8150 | Telephone: (780) 434-6111 | Fax: (780) 439-1195
Email: info@varscona.com
www.varscona.com