

AHS Board and Executive Expense Report

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

Expenses submitted during the month of October 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)
Oct-17	P-Card	Meetings					-	65		
Oct-17	Direct Billing	Meetings	809				809			
Total			\$ 809	\$ -	\$ -	\$ -	\$ 809	\$ 65	\$ -	\$ -

Total for the Month \$ 874

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 Research, Innovation & Analytics	Edmonton	\$ 65.00								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
9/21/2017	Attend the 2017 Spotlight on Research Breakfast _ Keynote speaker Rakesh Jetly	AB - Local	Conference Fees	\$ 65.00				1			
Approver(s) for the claim		Approval Status	Approval Date								
YIU, VERNA		Approve	10-Nov-17								

2017 SPOTLIGHT ON RESEARCH BREAKFAST

November 22, 2017 • 7:00am – 12:30pm
Hall D, Shaw Conference Centre, *Edmonton, AB*

The Spotlight on Research Breakfast is an annual event hosted by the Glenrose Rehabilitation Hospital that showcases innovation in rehabilitation medicine research.

This year's topic will focus on the future of treatment for PTSD and related mental health issues.

Our keynote speaker, COL. Rakesh Jetly, will present his talk, "A Century after the Great War: Mental Health lessons learned by the Canadian Armed Forces", and will focus on building an understanding of the historic lessons learned regarding trauma and stress in the military, and an examination of the Canadian Armed Forces (CAF) current approach and research priorities with respect to PTSD and other Mental Health issues.

A Master Class session following the keynote address will explore how regional civilian services including First Responders and Healthcare Practitioners have adopted the CAF's approach, and what the future of PTSD support looks like for our community.

A poster symposium will be held after the breakfast focusing on Fundamental/Applied Research and/ or Clinical Innovations in Health Sciences at the University of Alberta and at the Glenrose Rehabilitation Hospital.

Share

(<http://www.addthis.com/bookmark.php?v=250&username=eply2>)

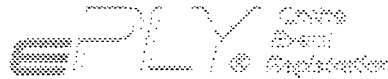
Thank you for your registration. You will receive a confirmation and a receipt at the email address you provided.


Return to your website.

Please note that the merchant name on your credit card statement will be **ePLY.com/cc 1-800-507-3759**.

Status: Approved
Cardholder: Kathryn Todd
Credit Card #: [REDACTED]
Card Type: MasterCard
Amount: \$65.00 CAD
Order Number: [REDACTED]

Event Registration ([//www.ePLY.com/](http://www.ePLY.com/)) provided by



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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 : Oct-17
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
8-Aug-2017	Direct Billing	Airline Ticket	Charges to Salt Lake City to attend the Fourth Annual Healthcare Analytic	Marlin Travel	573.11
31-Oct-2017	Direct Billing	Airline Ticket	Flight fees from Edmonton to Calgary on Nov 5th	Marlin Travel	10.95
31-Oct-2017	Direct Billing	Airline Ticket	Flight fees from Edmonton to Calgary on Nov 5th	Marlin Travel	150.00
2-Nov-2017	Direct Billing	Airline Ticket	Flight change fee for Edmonton to Calgary return flight	Marlin Travel	75.00
	Direct Billing	Airline Ticket		Marlin Travel	
	Direct Billing	Airline Ticket		Marlin Travel	
Total Paid in the Month					\$ 809.06

1



Invoice

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

Trip #: 117004
Booking Date: 11 Aug 17
Client: [REDACTED]
Agents e [REDACTED]
File Loc [REDACTED]

PASSENGERS: DR KATHRYN GRACE TODD

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
DELTA AIR LINES INC Ticket # [REDACTED]	589.00	0.00	\$0.00	129.11	0.00	718.11 CAD
Total:	589.00	0.00	0.00	129.11	0.00	718.11 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	08/11/2017	AHS	[REDACTED]	573.11 CAD ✓
	[REDACTED]	08/11/2017		[REDACTED]	145.00 CAD
					0.00 USD
				Total Payment:	718.11 CAD

Balance Due CAD Currency 0.00 CAD
Balance Due USD Currency 0.00 USD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL HEALTHCARE ANALYTICS SUMMIT

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 ---
-DELTA AIRLINES BAGGAGE POLICY---- 1ST CHECKED BAG 25.00 PER PASSENGER UP TO 50LBS 2ND CHECKED BAG 35.00 PER PASSENGER UP TO 50LBS FEES WILL BE COLLECTED AT AIRPORT CHECK IN ****PLEASE NOTE CHECKIN TIMES***** **DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR **DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR TRANSBORDER FLIGHTS-CHECKIN 120 MINUTES PRIOR TRANSBORDER COUNTER WILL CLOSE 60 MINUTES PRIOR

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

Trip #: [REDACTED]
Booking Date: 11 Aug 17
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]
File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
KATHRYN GRACE 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

Airline	Flight	From	Terminal	To	Class/Seat	Stops
DELTA AIR LINES INC	04701	EDMONTON INTL 12 Sep 17 7:45AM		SEATTLE 12 Sep 17 8:45AM	A/	
DELTA AIR LINES INC	01977	SEATTLE 12 Sep 17 10:25AM		SALT LAKE CITY 12 Sep 17 1:25PM	A/	



AIR

Airline	Flight	From	Terminal	To	Class/Seat	Stops
DELTA AIR LINES INC	04840	SALT LAKE CITY 15 Sep 17 11:05AM		CALGARY INTL 15 Sep 17 1:22PM	A/	
DELTA AIR LINES INC	07039	CALGARY INTL 15 Sep 17 3:00PM		EDMONTON INTL 15 Sep 17 3:52PM	L/	



Invoice

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

Trip #: [REDACTED]
Booking Date: 01 Nov 17
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [REDACTED]
File Locator: [REDACTED]

PASSENGERS: KATHRYN TODD

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	10.95	0.00	\$0.00	0.00	0.00	10.95 CAD
AIR CANADA Ticket # [REDACTED]	150.00	0.00	\$0.00	0.00	0.00	150.00 CAD
Total:	160.95	0.00	0.00	0.00	0.00	160.95 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	10/31/2017		[REDACTED]	10.95 CAD ✓
	[REDACTED]	10/31/2017		[REDACTED]	150.00 CAD ✓
				Total Payment:	160.95 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL KANAI WITH CEO IN CALGARY

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 -----
---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.

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 Nov 17
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [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



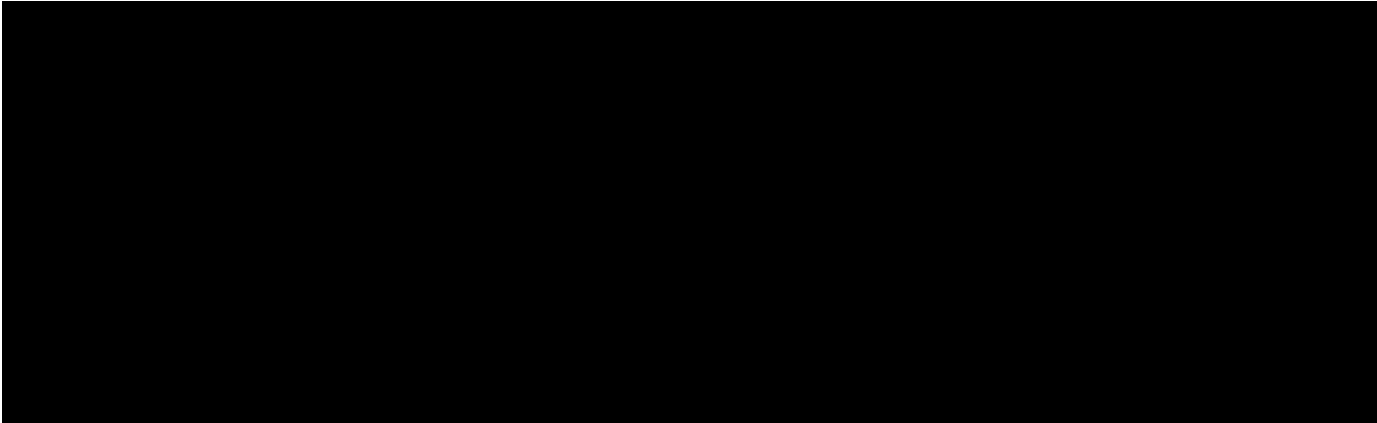
AIR

Passengers	Booking Date
KATHRYN TODD	10/31/2017

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08155	EDMONTON INTL 11/05/2017 6:30PM		CALGARY INTL 11/05/2017 7:24PM	Q		

Passengers	Booking Date
KATHRYN TODD	10/31/2017

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08155	EDMONTON INTL 11/05/2017 6:30PM		CALGARY INTL 11/05/2017 7:24PM	Q		



AIR

Passengers	Booking Date
KATHRYN TODD	10/31/2017

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08225	CALGARY INTL 11/06/2017 6:20PM		EDMONTON INTL 11/06/2017 7:12PM	Q		

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

4



Invoice

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

Trip #:
Booking Date: 03 Nov 17
Client:
Agent:
Agents email:
File Locator:

PASSENGERS: KATHRYN TODD

Table with columns: REFERENCE/ DESCRIPTION, FARE, HST/GST, PST, OTHER TAXES, PENALTY, TOTAL. Row 1: AIR CANADA Ticket #, 75.00, 0.00, \$0.00, 0.00, 0.00, 75.00 CAD. Row 2: Total: 75.00, 0.00, 0.00, 0.00, 0.00, 75.00 CAD.

Table with columns: Invoice #, Payment Date, Card Holder, Form of Payment, Amount. Row 1: 11/02/2017, 75.00 CAD. Row 2: Total Payment: 75.00 CAD.

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
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ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 03 Nov 17
Client: [REDACTED]
Agent: [REDACTED]
Agents email: [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:	02 Nov 17	
				File Locator/Ticket #:	[REDACTED]	
Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08145	EDMONTON INTL 05 Nov 17 1:40PM		CALGARY INTL 05 Nov 17 2:41PM	Q/	
AIR CANADA	08225	CALGARY INTL 06 Nov 17 6:20PM		EDMONTON INTL 06 Nov 17 7:12PM	Q/	