

Official Administrator and Executive Expense Report

Name Kerry Bales

Title Chief Zone Officer, Central Zone

Location Red Deer

Expenses submitted during the month of March 2015

					Travel (1)					
Source Month-Year Document	Purpose	Airfare	Meals	Acc	commodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Mar-15 P-Card Mar-15 Expense Claim	Meetings Meetings			9	161	15 156	176 165			
Total		\$	- \$	- \$	161	\$ 15	\$ 341	\$ -	\$ -	\$ -

Total for

the Month \$ 341

Maximum daily single meal expense claimed in the month \$ 9

Maximum daily base hotel rate claimed in the month \$ 143

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

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DOFA Level

Title

t Brenda Huband, VP & CHOO Central & Southern Alberta

Position #

Phone #

Please send complated cialin form (with receipts and other required backup) to: Alberta Health Services 1882-187 St. North Tower, 10th Fleat, Accounts Payable Edwards, AB 1813E4

Approved By (PRINT ONLY): Prenda Huband

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TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

SECTION	A: EMPLO	YEE DETAILS (or AHS Staff O	NLY)	······································	The state of the s					
Enter en Indicate	nployee # (old	d) and Employee # (E	-People) if your pa	yroll has mi	grated to the f	Vew E-People pa	yroll system		xpense Date From		20-03-2015
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Employee # (E-People):							A) which was	2.00		
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Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administrating AHS Procure to Pay program.

Please send completed claim form (with receipts and other required backup) to: Alberta Health Services 10030-107 St, North Tower, 10th Floor, Accounts Payable, Edmonton, AB T5J 3E4

- 1 of 3-

EXPENSE CLAIM DETAILS

L.	nter Finance Coding 101 0007	7111010			Emp # (E-P				990-man				Pa	age 2A
If expenses \$ amount o	s incurred are for multiple FC's please use pages 2E on slip, <u>DO NOT</u> separate any taxes (eg GST). Sec	3,2C,2D (a condary/E:	fter pg3) as xpensa cod	s there sho les are not	ould be one F required in t	C per page his section	OR it	y are pre-dei	ed ermined by ti	for the same	FC use the	ese addition		8870
SECTION	B: TRAVEL EXPENSES NOTE: If expenses										nce go to SECT	ION C		
Select from dro Ensure separet	pdown (column Prov) where expenses were incurred (Out of N An e lines are used for claim items that differ in Province, US and Out o	monica = Inter	~1)					f the "Cost	Effective Me	thod Used" (Column is R			The William Philippin
	Business Reason for Travel - Detailed Description	Prov. US, or		***************************************	F	arther Exp	lanatio	n is REQUI	select "No" RED in the "R	tationale is R	equired" sec	tion on this	page	
Date dd-mmm-yy	Required (include destination, who attended-(if meal),	Out of N.Amer	What is travel	Cost Effective		Allowance	·			eing cialmed i t stated in Ap		Rental Carl		
	why travel was necessary and detailed explanation of reason) A description of just "Meeting" will be returned for clarification	expenses incurred?	related to?	Method Used? Yes/No	Meal Alle Meal Type with value	Allowance	Meal Meal Type	with Receipt	ratio Airfare	onale is requi	red Taxi	Bus/LRT/ Parking / Fuel	Per Diem Allowance	Mileage (km)
26-Feb-15	Return Mileage - Red Deer to Edmonton - Rural Review Panel	AB	Meeting	Yes	B-\$9.20	\$9.20		*						308.00
										THE STATE OF THE S				
	SUBTOTALS					\$9.20								Total Kms 308.00
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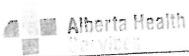


Cardholder AND Approver	's signatures required where indicated below		
BALES, KERRY	CHIEF ZONE OFFICER		
Cardholder's Name	Cardholder's Position/Title	Billing Reporting Period:	20/03/2015
CENTRAL ZONE	AHS MICHENER BEND		
Cardholder's Dept	Cardholder's Site/Location	Total Statement Amount:	\$175.65
KERRY.BALES@ALBERTAHE	ALTHSERVICES.CA		
Cardholder's e-mail address		Last 6 digits of the P-Card	

Statement of	of Transaction	ons					
Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount		Trans Amount	GST	T Freigh Description
26/02/2015	381722623	IMPARK00020276U, AUTOMOBILE PARKING LOTS AND GARAGES	12.00	CAD	12.00	.57	 .00Parking - Legislative Annex for Rural Reviemental Meeting - Edmonton
27/02/2015	381960217	DOUBLETREE FRONT DESK, DOUBLETREE HOTELS	160.65	CAD	160.65	.00	00 .00Rural Review Legislative Annex then videointroduction for ELearning Severe Weather next day
27/02/2015	381960218	AHS PARKING, HOSPITALS	3.00	CAD	3.00	.14	Parking - RDRHC Meeting with Physicians OCP Protocol

RUN DATE: 04/13/2015

Proprietary and Confidential Powered by BMO Spend & Payment Solutions



RUN DATE: 03/24/2015

P-Card details Online ® Cardholder Statement Report

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Name & Address

BALES, KERRY

Room Arrival Date Departure Date

2/26/2015 3.50:00 PM 2/27/2015

Adult/Child Room Rate

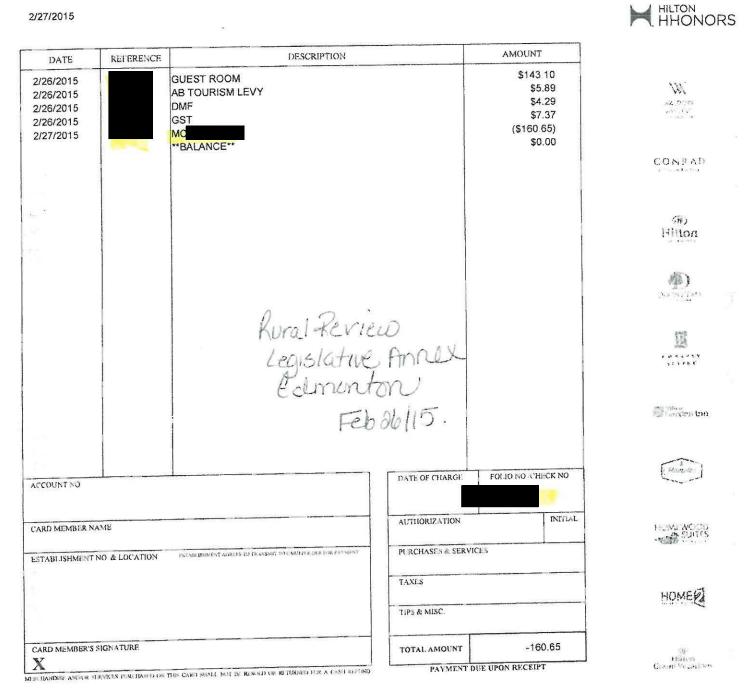
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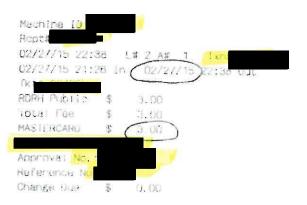


Impark Lot 276

06:00 AM FEB 27, 2015



RED DIER REGIONAL BOSPITAL Public Underground Parking Lot



Parking Rates are CST Exempt

Comments? email us ; parkingcentral@ albertahealthservices.ca

Parking Legislative Annex for Rural Review Meeting Edmonton.

Parking:
met Physicians
at Red Deer Regional
Hospital to discuss
over capacity
protocol