

## AHS Board and Executive Expense Report

**Name:** Dr Laurie-Ann Baker  
**Title:** Assoc Chief Medical Officer  
**Location:** Calgary

Expenses approved during the month of December 2023

			Travel (1)					Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel			
	P-Card	Meetings					-			
Dec-23	Expense Claim	Meetings		24	204	73	301			
Dec-23	Direct Bill	Meetings	401				401			
<b>Total</b>			<b>\$ 401</b>	<b>\$ 24</b>	<b>\$ 204</b>	<b>\$ 73</b>	<b>\$ 702</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Total for the Month** \$ 702

Maximum daily single meal expense claimed in the month \$ 24  
 Maximum daily base hotel rate claimed in the month \$ 187  
 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

## AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
BAKER, LAURIE-ANN	Assoc Chief Medical Officer	Calgary	\$ 300.53								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
12/7/2023	Fort McMurry for December 8 meeting with North Zone and University of Alberta senior leaders.	AB - North Zone	Accommodations	\$ 203.83				1			
12/7/2023	Fort McMurry for December 8 meeting with North Zone and University of Alberta senior leaders.	AB - North Zone	Meals Per Diem	\$ 24.00				2			
12/7/2023	Fort McMurry for December 8 meeting with North Zone and University of Alberta senior leaders.		Mileage-Local-Home Zone	\$ 10.10	Southport Tower	Calgary International Airport		1			20
12/8/2023	Fort McMurry for December 8 meeting with North Zone and University of Alberta senior leaders.		Mileage-Local-Home Zone	\$ 10.10	Calgary International Airport	Southport Tower		1			20
12/8/2023	Fort McMurry for December 8 meeting with North Zone and University of Alberta senior leaders.	AB - Local	Parking - Lot or Parkade	\$ 52.50				1			
Approver(s) for the claim	Approval Status	Approval Date									
JAMIESON, PETER	Approve	20-Dec-23									

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Laurie/Ann/Dr Baker

Room: [REDACTED]

Room Type: STDO

Number of Guests: 1

Rate: \$187.00

Clerk: [REDACTED]

Arrive: 07Dec23

Time: 08:44PM

Depart: 08Dec23

Time: 06:56AM

Folio Number: [REDACTED]

DATE	DESCRIPTION	CHARGES	CREDITS
07Dec23	Room Charge	187.00	
07Dec23	Gst 869371682 Rt0002	9.35	
07Dec23	Tourism Levy	7.48	
08Dec23	Visa		203.83

CARD #: [REDACTED]  
Card Type: VISA Card Entry: CHIP Approval Code: [REDACTED] PIN [REDACTED]  
Verified App Label: VISA CREDIT [REDACTED]

**BALANCE: 0.00**

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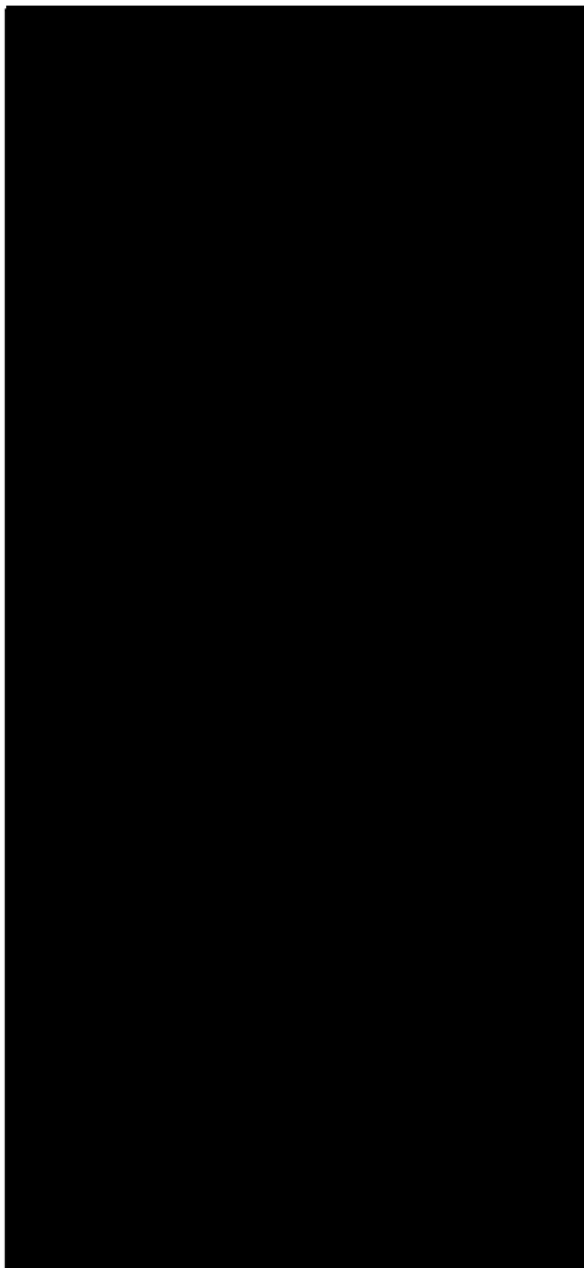
To plan your next stay, visit [TownePlaceSuites.com](http://TownePlaceSuites.com).

Calgary Airport  
Tel. 403-795-1500  
TAX RECEIPT  
GST No: R122550194  
EXIT No.

IN: 12/07/23 15:45  
OUT: 12/08/23 17:07  
DUR: 1 01: 22  
PAID: \$ 52.50  
(GST INCLUDED)  
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000 08  
2023 17:07

TRANSACTION  
RECORD  
CREDIT



## 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**

<b>Name :</b> Laurie-Ann Baker	<b>Reporting Period for the Month of :</b> Dec-23
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
1-Nov-23	Direct Billing	Airline Ticket	To attend in-person working session in Edmonton attended by Provincial Medical Affairs Executive Directors and Associate Chief Medical Officers on November 29. Meeting format changed to online the week of November 25. Ticket cancelled and credit held for future travel.	Vision Travel DT Ontario-West Inc	\$184.22
1-Nov-23	Direct Billing	Airline Ticket	To attend in-person working session in Edmonton attended by Provincial Medical Affairs Executive Directors and Associate Chief Medical Officers on November 29. Meeting format changed to online the week of November 25. Ticket cancelled and credit held for future travel.	Vision Travel DT Ontario-West Inc	\$217.12
<b>Total Paid in the Month</b>					\$ 401.34



Vision Travel DT Ontario-West Inc  
 9929 - 108th Street  
 Edmonton AB T5K 1G8  
 833-692-4120

www.dt.ca  
 GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice [REDACTED]  
 Issued: 01 November 2023  
**ALBERTA HEALTH SERVICES**  
 10030 107 STREET  
 EDMONTON AB Z/T5H3E4

Agency Ref. [REDACTED]  
 Sales Person [REDACTED]  
 Passenger(s):

Customer Number [REDACTED]  
 Customer Ref.: N/A  
**BAKER/LAURIE ANN DR**

**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.

AIR - Wednesday, November 29 2023		<a href="#">Add To Calendar</a>
<b>WestJet Flight</b> [REDACTED]	<b>Economy Class</b>	
<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 06:05 PM Wednesday, November 29 2023	<b>Arrive</b> Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 07:09 PM Wednesday, November 29 2023
<b>Duration:</b>	1 hour(s) and 4 minute(s) Non-stop	
<b>Status:</b>	Confirmed - WestJet Booking Reference: [REDACTED]	
<b>Operated By:</b>	WESTJET ENCORE	
<b>Online Check In:</b>	Available 24 hours prior - <a href="#">click here</a>	
<b>Baggage Allowance:</b>	0 Piece(s)	
<b>Remarks:</b>	PLEASE CHECK IN WITH WESTJET ENCORE	

Invoice Details						
Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
WestJet	[REDACTED]	126.10	58.12	0.00	0.00	184.22
					Billed to [REDACTED]	
<b>Totals:</b>		<b>126.10</b>	<b>58.12</b>	<b>0.00</b>	<b>0.00</b>	<b>184.22</b>
				<b>Total Credit Card Billing:</b>		<b>184.22</b>
				<b>Balance Due:</b>		<b>0.00</b>

**Remarks**  
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 24 HOUR EMERGENCY TRAVEL ASSISTANCE

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Vision Travel DT Ontario-West Inc  
9929 - 108th Street  
Edmonton AB T5K 1G8  
833-692-4120

www.dt.ca  
GST Reg : 723782728 RT 0001

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Invoice [REDACTED]  
Issued: 01 November 2023  
ALBERTA HEALTH SERVICES  
10030 107 STREET  
EDMONTON AB Z/T5H3E4

Agency Ref. [REDACTED]  
Sales Person [REDACTED]  
Passenger(s):

Customer Number [REDACTED]  
Customer Ref.: N/A  
BAKER/LAURIE ANN DR

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AIR - Wednesday, November 29 2023		Add To Calendar	
Air Canada Flight [REDACTED] Economy Class			
Depart	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 07:00 AM Wednesday, November 29 2023	Arrive	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 07:45 AM Wednesday, November 29 2023
Duration:	0 hour(s) and 45 minute(s) Non-stop		
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]		
Online Check In:	Available 24 hours prior - <a href="#">click here</a>		
E Upgrade:	For Eligible Flight - Aeroplan Members <a href="#">click here</a>		
Baggage Allowance:	0 Piece(s)		
Remarks:	PLEASE CHECK IN WITH AIR CANADA		

Invoice Details						
Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
Air Canada	[REDACTED]	146.00	71.12	0.00	0.00	217.12
					Billed to [REDACTED]	
Totals:		146.00	71.12	0.00	0.00	217.12
				Total Credit Card Billing:		217.12
				Balance Due:		0.00

**Remarks**  
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24 HOUR EMERGENCY TRAVEL ASSISTANCE