

## AHS Board and Executive Expense Report

**Name** Dr. Rob Hayward  
**Title** Senior Medical Director & Chief Medical Information Officer (CMIO)  
**Location** Edmonton  
 Expenses submitted during the month of May 2019

			Travel (1)					Working Sessions Hosting and Hospitality		
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	(3)	Other (4)
May-19	Expense Claim	Meetings				24	24			
May-19	Direct Billing	Meetings	486				486			
<b>Total</b>			\$ 486	\$ -	\$ -	\$ 24	\$ 510	\$ -	\$ -	\$ -

**Total for  
the Month**      \$        510

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 Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
HAYWARD, ROBERT	Senior Medical Director & Chief Medical Information Officer	Edmonton	\$ 12.00									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
5/15/2019	Parking - Traveled to ATB Place for Alberta Health Meeting	AB - Other Zones	Parking - Lot or Parkade	\$ 12.00				1				
Approver(s) for the claim		Approval Status	Approval Date									
BELANGER, FRANCOIS		Approve	22-May-19									

ATB PLACE  
GST: 887315638PT001  
RECEIPT

IN: 15.05.19 09:45  
OUT: 15.05.19 11:17  
AMOUNT: \$ 12.00  
CC-DATA:  
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May 15 2019 11:16 am

TRANSACTION  
RECORD

Card Number :

Card Type : VISA  
Card Entry : CHIP

Trans Type :  
PURCHASE

Amount : \$12.00

Auth # :

Sequence # :

Reference # :

Term ID :

Date :  
19/05/15

Time :  
11:16:03

APPROVED

BY ENTERING A VERIFIED  
PIN, CARDHOLDER  
AGREES TO PAY ISSUER  
SUCH TOTAL IN  
ACCORDANCE WITH  
ISSUERS AGREEMENT  
WITH  
CARDHOLDER

Application Label:  
VISA CREDIT

AID:  
TVR:  
TC :  
TSI:

\*\*\* CUSTOMER  
COPY \*\*\*

# AHS Public Disclosure Expense Claims

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Approver(s) for the claim		Approval Status	Approval Date									
BELANGER, FRANCOIS		Approve	22-May-19									



## hangTag™ Parking Receipt

Purchase Number [REDACTED]

Account [REDACTED]

**Parking session details:**

Start: 16-May-19 11:52 AM

End: 16-May-19 1:52 PM

Lot: ATB Place Surface

Address: 10025 JASPER AVENUE, Edmonton, AB, T5J 1S6

Vehicle: [REDACTED]

Card: [REDACTED]

Total cost \$12.00

Tax (included): \$0.57

Pro Tip #1 - You can extend parking directly from your app.

Pro Tip #2 - Forget where you parked? Click the address above in your mobile phone and it will take you to a map.

## 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**

<b>Name :</b> Dr. Rob Hayward	<b>Reporting Period for the Month of :</b> May-19
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
19-Mar-19	<b>Direct Billing</b>	<b>Airline Ticket</b>	Flight to Calgary to attend the Wave 2 kickoff and meeting at Alberta Children's Hospital.	<b>Vision Travel</b>	462.81
19-Mar-19	<b>Direct Billing</b>	<b>Airline Ticket</b>	Flight to Calgary to attend the Wave 2 kickoff and meeting at Alberta Children's Hospital.	<b>Vision Travel</b>	23.10
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
<b>Total Paid in the Month</b>					\$ 485.91

**From:** [tripinfo@visiontravel.ca](mailto:tripinfo@visiontravel.ca)  
**To:** [REDACTED]  
**Subject:** Invoice and Itinerary for HAYWARD/ROBERT MR - 19March19 - Vision Travel Locator: [REDACTED]  
**Date:** Tuesday, March 12, 2019 2:33:29 PM



Vision Travel DT Ontario-West Inc  
[REDACTED], , Canada,  
[www.visiontravel.ca](http://www.visiontravel.ca)  
GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED]  
Issued: 12 March 2019

Agency Ref.: [REDACTED]  
Sales Person: [REDACTED]

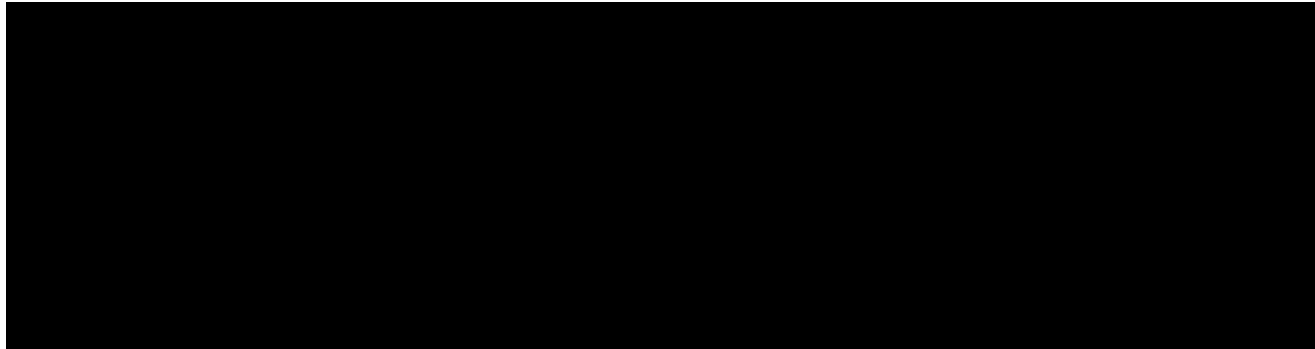
Customer Number: [REDACTED]  
Customer Ref.: [REDACTED]

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

**Passenger(s): HAYWARD/ROBERT MR**

**Disclaimer:** It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

AIR - Tuesday, March 19 2019		<a href="#">Add To Calendar</a>	
<b>Air Canada Flight AC8137 Economy Class</b>			
<b>Depart</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 09:15 AM Tuesday, March 19 2019	<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 10:16 AM Tuesday, March 19 2019
<b>Duration:</b>	1 hour(s) and 1 minute(s) Non-stop		
<b>Status:</b>	Confirmed - Air Canada Booking Reference: [REDACTED]		
<b>Operated By:</b>	AIR CANADA EXPRESS - JAZZ		
<b>Online Check In:</b>	Available 24 hours prior - <a href="#">click here</a>		
<b>E Upgrade:</b>	For Eligible Flight - Aeroplan Members <a href="#">click here</a>		
<b>Remarks:</b>	SEAT 9C PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ		



AIR - Tuesday, March 19 2019		<a href="#">Add To Calendar</a>	
<b>Air Canada Flight AC8158 Economy Class</b>			
<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 07:55 PM Tuesday, March 19 2019	<b>Arrive</b>	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 08:51 PM Tuesday, March 19 2019

**Duration:** 0 hour(s) and 56 minute(s) Non-stop  
**Status:** Confirmed - Air Canada Booking Reference: [REDACTED]  
**Operated By:** AIR CANADA EXPRESS - JAZZ  
**Online Check In:** Available 24 hours prior - [click here](#)  
**E Upgrade:** For Eligible Flight - Aeroplan Members [click here](#)  
**Remarks:** SEAT 7D  
 PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

Invoice Details						
Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
Vendor AC AIR CANADA	[REDACTED]	387.85	74.96	0.00	0.00	462.81
				Billed to:	[REDACTED]	
Vendor ACSEAT ACSEAT	[REDACTED]	23.10	0.00	0.00	0.00	23.10
				Billed to:	[REDACTED]	
	<b>Totals:</b>	<b>410.95</b>	<b>74.96</b>	<b>0.00</b>	<b>0.00</b>	<b>485.91</b>
				<b>Total Credit Card Billing:</b>		<b>485.91</b>
				<b>Balance Due:</b>		<b>0.00</b>

**Remarks**  
 \*\*\*\*\*  
 \*\*\*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.  
 -----  
 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  
 EMAIL 24HRSERVICE-MNL AT VISIONTRAVEL.CA  
 PLEASE QUOTE ACCESS CODE 2EC0  
 -----  
 RECOMMENDED CHECK-IN TIME IS AT LEAST 90 MINUTES PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE AVAILABLE AT THE BOARDING GATE AT LEAST 60 MINUTES PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING. PLEASE ENSURE THAT YOU HAVE GOVERNMENT-ISSUED PHOTO I.D. GATE ASSIGNMENTS AND DEPARTURE ARRIVAL INFORMATION ARE SUBJECT TO CHANGE. PLEASE CHECK MONITORS AT THE AIRPORT. PLEASE RECONFIRM ALL FLIGHTS  
 IT IS YOUR RESPONSIBILITY TO VERIFY FLIGHT TIMES WITH THE AIRLINE PRIOR TO YOUR DEPARTURE. SCHEDULE CHANGES OR FLIGHT CANCELLATIONS MAY OCCUR AT ANY TIME WITHOUT NOTICE BY THE AIRLINE