

Official Administrator and Executive Expense Report

Name Dr. Rollie Nichol
Title Associate Chief Medical Leadership, Workforce & Medical Affairs
Location Calgary
 Expenses submitted during the month of January 2015

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jan-15	P-Card	Meetings	380			468	848			
Jan-15	Expense Claim	Meetings		12		73	85			
Total			\$ 380	\$ 12	\$ -	\$ 541	\$ 933	\$ -	\$ -	\$ -

Total for the Month \$ 933

Maximum daily single meal expense claimed in the month \$ 12
 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.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

Instruction:

- Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement
- Cardholder AND Approver's signatures required where indicated below

RAMSTEAD, DEBRA Cardholder's Name	EXECUTIVE ASSISTANT Cardholder's Position/Title	Billing Reporting Period:	20/01/2015
PROVINCIAL MEDICAL AFFAIRS Cardholder's Dept	CALGARY SOUTHPORT Cardholder's Site/Location	Total Statement Amount:	\$2,893.28 36.00 \$2,929.28
DEBRA.RAMSTEAD@ALBERTAHEALTHSERVICES.CA Cardholder's e-mail address		Last 6 digits of the P-Card #: [REDACTED]	

Statement of Transactions

Transaction	Trans ID	Merchant Name & Description	Trans Original	Currency	Trans Amount	GST	Freight	Description
29/12/2014	375582537	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		OCR Nichol Edm Internal Medicine AARP Special Purpose meeting, Dr. AG judicial review mtg Edmonton November 20 YEG to Westin to YEG
29/12/2014	375582538	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	36.00	3.43		OCR Nichol and W Hondas Edmonton meetings Nov 18-20 Westin to YEG
29/12/2014	375582542	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	36.00	3.43		OCR Nichol and W Hondas PPEC to Clinical Assistants Negotiations Dec 3 Renaissance Edmonton Airport Hotel to SSP
29/12/2014	375582543	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		OCR Nichol Clinical Assistants Negotiations Edmonton December 3 SSP to YEG
29/12/2014	375582544	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		OCR Nichol annual Prov MA Development Session Edmonton Dec 5 YEG to SSP
29/12/2014	375582545	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	36.00	3.43		OCR Nichol and W Hondas Annual Prov MA Development Session Edmonton Dec 5 Westin to YEG
29/12/2014	375582546	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		OCR Nichol Sponsorship mtg Edmonton Dec 16 YEG to Westin
29/12/2014	375582547	PRESTIGE TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		OCR Nichol Sponsorship mtg Edmonton Dec 16 Westin to YEG



13/01/2015	377149516	AIR CAN	[REDACTED]	AIR CANADA	190.18	CAD	190.18	.00	.00	R. Nichol Physician Inventory, ACMO Interview, Mtg with V. Yiu, Medical Staff Bylaws Edmonton Jan 23 YYC to YEG	27
13/01/2015	377149517	AIR CAN	[REDACTED]	AIR CANADA	190.18	CAD	190.18	.00	.00	R. Nichol Physician Inventory, ACMO Interview, Mtg with V. Yiu, Medical Staff Bylaws Edmonton Jan 23 YEG to YYC	28



re Conference

DR. NICHOL & MR. HONDAS

Nov 20/2014
Westin & Ap

PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6H-1C2
780-463-5000

Term Id:4502412509440
Item #:0919
M/C PURCHASE
Op Id:114995
Card # [REDACTED]

APPROVED
AMOUNT CAD\$72.00
\$36.00

Ref. #: [REDACTED]
Auth. #: [REDACTED]
Book on line at
EDMPRESTIGE.COM
Thank you for being our guest
GST 862184769

Date: 2014/12/29 Time: 16:10:10
Response: AUTH [REDACTED]

CUSTOMER COPY

7
R. Nichol and W. Hondas
Edmonton meetings Nov 18-20
Westin to YEG

6
R. Nichol Edm Internal Medicine, AARP Special
Purpose meeting, Dr. AG judicial review mtg
Edmonton November 20
YEG to Westin

DR. NICHOL
Nov. 20/2014
Ap & Westin

PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6H-1C2
780-463-5000

Term Id:4502412509440
Item #:0918
M/C PURCHASE
Op Id:114995
Card # [REDACTED]

APPROVED
AMOUNT CAD\$72.00

Ref. #: [REDACTED]
Auth. #: [REDACTED]
Book on line at
EDMPRESTIGE.COM
Thank you for being our guest
GST 862184769

Date: 2014/12/29 Time: 16:08:40
Response: AUTH [REDACTED]

CUSTOMER COPY

5
Y
E
G

12

R. Nichol Clinical Assistants Negotiations
Edmonton SSP Dec 3
SSP to YEG

DR. NICHOL
Dec. 03 / 2014
SSP > Ap.

PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6H-1C2
780-463-5080

Term Id: 4502412509440
Item #: 0924
M/C PURCHASE
Op Id: 114995
Card #: [REDACTED]

APPROVED

AMOUNT CAD\$72.00

Ref. #: [REDACTED]
Auth. #: [REDACTED]

Book on line at
EDMPRESTIGE.COM
Thank you for being our guest
GST 862184769

Date: 2014/12/29 Time: 16:20:34
Response: AUTH [REDACTED]

CUSTOMER COPY

MR. HONDAS
Dec. 03 / 2014
Renaissance > SSP

PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6H-1C2
780-463-5080

Term Id: 4502412509440
Item #: 0923
M/C PURCHASE
Op Id: 114995
Card #: [REDACTED]

APPROVED

AMOUNT CAD\$72.00

Ref. #: [REDACTED]
Auth. #: [REDACTED]

Book on line at
EDMPRESTIGE.COM
Thank you for being our guest
GST 862184769

Date: 2014/12/29 Time: 16:19:06
Response: AUTH [REDACTED]

CUSTOMER COPY

11 R. Nichol and W. Hondas PPEC Renaissance
Edmonton Airport Hotel to Clinical Assistants
Negotiations SSP
Dec 3
Renaissance to SSP

W Hondas PPEC, G Monteth mtg, update M. Chies, Ann
Prov MA Development session
Edmonton Nov 3-5
YEG to Westin

14

R. Nichol and W. Hondas Annual
Provincial MA Development Session
Edmonton Dec 5
SSP to YEG

DR. NICHOL
Dec. 15/2016
Ap to Westin
PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6H-1C2
780-463-5000

Term Id: 4502412509440
Item #: 0927
M/C PURCHASE
Op Id: 114995
Card #: [REDACTED]

APPROVED
AMOUNT CAD\$72.00

Ref. #: [REDACTED]
Auth. #: [REDACTED]
Book on line at
EDMPRESTIGE.COM
Thank you for being our Guest
GST 862184769

Date: 2014/12/29 Time: 16:25:43
Response: AUTH [REDACTED]

CUSTOMER COPY

MR. HONDAS + DR. NICHOL
Dec. 05/2016
Westin & Ap
PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6H-1C2
780-463-5000

Term Id: 4502412509440
Item #: 0926
M/C PURCHASE
Op Id: 114995
Card #: [REDACTED]

APPROVED
AMOUNT CAD\$72.00
\$36.00

Ref. #: [REDACTED]
Auth. #: [REDACTED]
Book on line at
EDMPRESTIGE.COM
Thank you for being our Guest
GST 862184769

Date: 2014/12/29 Time: 16:23:31
Response: AUTH [REDACTED]

CUSTOMER COPY

DR. NICHOL
Dec. 05/2016
Ap to SSP
PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6H-1C2
780-463-5000

Term Id: 4502412509440
Item #: 0925
M/C PURCHASE
Op Id: 114995
Card #: [REDACTED]

APPROVED
AMOUNT CAD\$72.00

Ref. #: [REDACTED]
Auth. #: [REDACTED]
Book on line at
EDMPRESTIGE.COM
Thank you for being our Guest
GST 862184769

Date: 2014/12/29 Time: 16:22:05
Response: AUTH [REDACTED]

CUSTOMER COPY

15

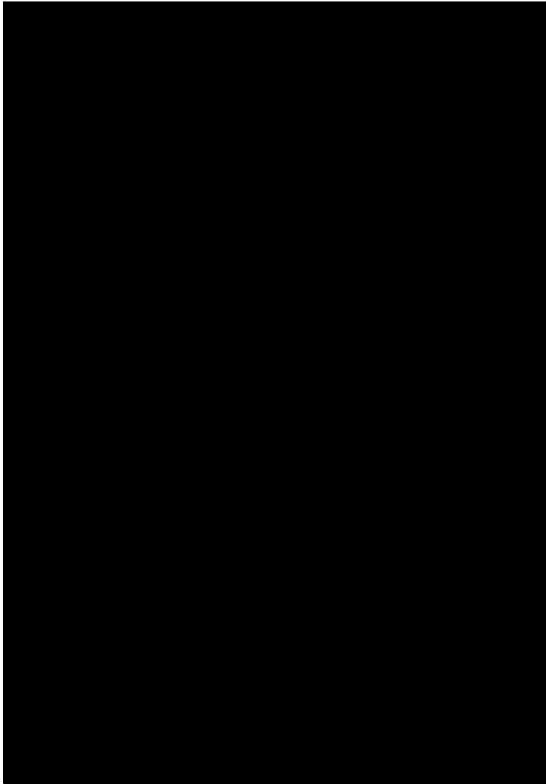
R. Nichol Sponsorship meeting
Edmonton Dec 16
YEG to Westin

13

R. Nichol Annual Provincial MA
Development Session Edmonton Dec 5
YEG to SSP

16

R. Nichol Sponsorship mtg
Edmonton Dec 16
Westin to YEG



DR. Nichol
Dec 16/2014
Westin 7 Ap

PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6H 1C2
780-463-5000

Term Id: 4502412509440
Item #: 0928
M/C PURCHASE
Dr. Id: 14995
Card #: [REDACTED]

APPROVED

AMOUNT CAD\$72.00

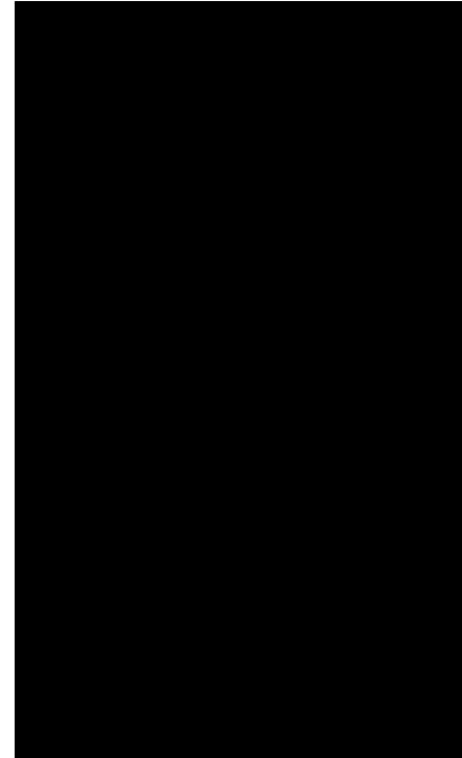
Ref. # [REDACTED]
Auth. # [REDACTED]

Book on line at
EDMPRESTIGE.COM

Thank you for being our guest
GST 862184769

Date: 2014/12/29 Time: 16:27:27
Response: AUTH [REDACTED]

CUSTOMER COPY



18

W. Hondas Update mtg A. Casson, Prov Physician Liaison
Forum, CZ budget mtg, Medical Leadership Costs mtg
Edmonton Dec 16 -18
Westin to YEG

17

W. Hondas Update mtg with A. Casson, Prov. Physician Liaison
Forum, CZ Budget mtg, Medical Leadership Costs mtg
Edmonton Dec 17-18
YEG to Westin

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



Booking Information

Booking Reference: [Redacted]
Electronic Ticketing confirmed. This is your official itinerary/receipt.
Main Contact: Mr Rowland Nichol, debra.ramstead@albertahealthservices.ca

Customer Care
Air Canada 1-888-247-2262
Flight Arrivals and Departures 1-888-422-7533

Flight Itinerary

Table with columns: Flight, From, To, Stops, Duration, Aircraft, Fare Type, Meal. Row 1: AC8132, Calgary (YYC), Edmonton, Int'l (YEG), 0 stops, 1hr00, DH3, Flex, G.

Operated by: 1 Air Canada Express - Jazz

Passenger Information

1: Mr Rowland Nichol : Adult (16+), Ticket Number [Redacted]
Air Canada - Aeroplan : [Redacted] Meal Preference: None
Payment Card: [Redacted] Special Needs: None
Seat Selection: AC8132 2A

Purchase Summary

Table with columns: Description, Amount. Includes Fare Summary, Air Transportation Charges, Taxes, Fees and Charges, and Grand Total - Canadian dollars: \$190.18.

Payment Information

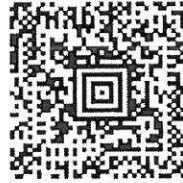
Credit/Debit Card [Redacted] - Amount paid: \$190.18
The following charges (tax inclusive) will appear on your credit or debit card statement:
• Air Canada: \$190.18 (Airfare - per ticket)
Ticket number(s) [Redacted]

Fare Rules

Departing Flight Calgary (YYC) To Edmonton (YEG) - Flex
• Changes:

27
R. Nichol Physician Inventory, ACMO Interview,
Mtg with V. Yiu, Medical Staff Bylaws
Edmonton Jan 23
YYC to YEG [Redacted]

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



Booking Information

Booking Reference: [REDACTED]

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:
 Mr Rowland Nichol
 debra_ramstead@albertahealthservices.ca
 Mobile: [REDACTED]
 Home: [REDACTED]
 Work: [REDACTED]

Customer Care
Air Canada
 1-888-247-2262
Flight Arrivals and Departures
 1-888-422-7533

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8145 ¹	Edmonton, Edmonton Int'l (YEG) Fri 23-Jan 2015 16:30	Calgary (YYC) Fri 23-Jan 2015 17:26	0	0hr56	DH3	Flex, G	

Operated by:
¹ Air Canada Express - Jazz

Passenger Information

1: Mr Rowland Nichol : Adult (16+), Ticket Number: [REDACTED]

Air Canada - Aeroplan [REDACTED] Meal Preference: **None**
 Payment Card: [REDACTED] Special Needs: **None**
 Seat Selection: **AC8145 2A**

Purchase Summary

Fare Summary	Adult
Passenger Type	
Air Transportation Charges	
Departing Flight - Flex	132.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	9.06
Air Travellers Security Charge (ATSC)	7.12
Total before options (per passenger)	190.18
Number of passengers	x 1
Total with options	190.18
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$190.18

Payment Information

Credit/Debit Card [REDACTED] Amount paid: **\$190.18**
 The following charges (tax inclusive) will appear on your credit or debit card statement:
 • Air Canada: \$190.18 (Airfare - per ticket)

Ticket number(s): [REDACTED]

Fare Rules

Departing Flight Edmonton (YEG) To Calgary (YYC) - Flex

- Changes:

28
 R. Nichol Physician Inventory, ACMO Interview,
 Mtg with V. Yiu, Medical Staff Bylaws
 Edmonton Jan 23
 YEG to YYC [REDACTED]



TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

SECTION A: EMPLOYEE DETAILS (for AHS Staff ONLY)

• Enter employee # (old) and Employee # (E-People) if your payroll has migrated to the New E-People payroll system
 • Indicate N/A in the Employee # (E-People) if your payroll has not migrated to the New E-People payroll system
 • If you are a new employee and your payroll is E-People you will only have an Employee # (E-People)

Expense Date From: 5-Jan-15 To: 30-Jan-15
 Travel Period from: 5-Jan-15 To: 23-Jan-15
 Out-of-Province Travel

Name: Rowland Nichol Position (Title): Assoc. Chief Medical Officer, Office of the VP Quality and
 Location: Dept: DOFA Level: Union: na Business Phone #: Ext:
 Employee # (E-People):

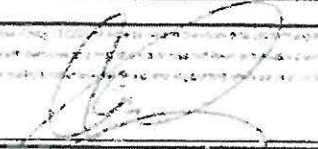
SECTION E: FINANCIAL CLAIM

CAPITAL PROJECT CODING ONLY → Project Number Expenditure Organization Expenditure Type

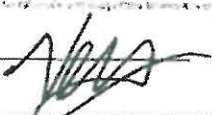
Total - Section B: Travel - Pg 2					Total - Section C&D: Other & Foreign Expenses - Pg 3					TOTAL REIMBURSEMENT	
Pg	Bal Unit	Location	Functional Centre (FC)	Total Expense	Bal Unit	Location	Functional Centre (FC)	Secondary/Expense	Total Expense	Total Section B	Total Section C&D
2A	101	0000	71110000012	\$85.44						\$85.44	
2B											
2C											
2D											
				\$85.44						Less Cash Advance	
										TOTAL CLAIM	\$85.44

NOTE: This section auto fills from page 2A, 2B, 2C & 2D
 **User to enter Coding & \$ Amounts
 NOTE: These fields do not automatically fill for Section C & D

SECTION F: AUTHORIZATION

Employee Signature:  Date: 5-Feb-15

Approved By (PRINT ONLY): Dr. Verna Yiu DOFA Level: Position #: Phone #: Ext:

Signature:  Title: VP Quality and Chief Medical Officer

Approved By (PRINT ONLY): DOFA Level: Position #: Phone #: Ext:

Signature: Title: Date:

Health and Personal Information Act (HPIA) - This form is collected by the Health Information Act (HIA) and is used for the purpose of administering and providing the program.

Please send completed form to: (old) or (E-People) at: Alberta Health Services, 1000-107 St, North Tower, 10th Floor, Alberta Payable, Edmonton, AB T5J 2G4

EXPENSE CLAIM DETAILS

Enter Finance Coding 101 0000 71110000012	Emp # (E-People) [REDACTED]	Page 2A
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*If expenses incurred are for multiple FC's please use pages 2B,2C,2D (after pg3) as there should be one FC per page OR if more lines are required for the same FC use these additional pages. Enter total \$ amount on slip. **DO NOT separate any taxes** (eg. GST). Secondary/Expense codes are not required in this section as they are pre-determined by the system.*

SECTION B: TRAVEL EXPENSES **NOTE:** If expenses do not fall into these categories such as Hospitality, Working Session, Relocation, Continuing Education, Business Insurance go to SECTION C

Select from dropdown (column: Prov) where expenses were incurred (Out of N America = Inter). Ensure separate lines are used for claim items that differ in Province, US and Out of North America				Completion of the "Cost Effective Method Used" Column is REQUIRED. If you select "No" in this column, Further Explanation is REQUIRED in the "Rationale is Required" section on this page										
Date dd-mmm-yy	Business Reason for Travel - Detailed Description Required <small>(include destination, who attended-if meal) why travel was necessary and detailed explanation of reason) A description of just "Meeting" will be returned for clarification</small>	Prov, US, or Out of N.Amer where expenses incurred?	What is travel related to?	Cost Effective Method Used? Yes/No	Meal (Allowance OR Receipt)				If amount being claimed is above the policy limit stated in Appendix "A" rationale is required			Rental Car/ Bus/LRT/ Parking / Fuel	Per Diem Allowance	Mileage (km)
					Meal Allowance		Meal with Receipt		Airfare	Hotel	Taxi			
					Meal Type with value	Allowance	Meal Type	with receipt						
7-Jan-15	Attend lab negotiations meeting at PLC (Subt PLC)	AB - Local	Meeting	Yes								\$13.25		28.00
23-Jan-15	Attend ACMO interview and Medical Staff Bylaws only Edmonton	AB - Provincial	Meeting	Yes	L-\$11.60	\$11.60						\$26.25		30.00
SUBTOTALS							\$11.60					\$39.50		Total Kms 68.00

<p align="center">MILEAGE - Business Kilometre Rate for Personally-Owned Vehicle</p> <p align="center"><small>→ details of travel location to & from must be included above under the purpose of travel column</small></p> <p align="center"><small>Rates applicable \$0.505 per km for under 5,000km/yr or \$0.47 per km for over 5,000km/yr or per Union Agreement</small></p>	<p align="center">Enter \$0.505 km, \$0.47 km OR rate per Union Agreement <small>(see Mileage details to the left)</small></p> <p align="right">Mileage \$ \$0.505</p>						
<p align="center">Note: Total will auto fill into pg 1, Section E, if form completed electronically - Additional pg 2's can be found after Page 3</p>							
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:80%; text-align: right;">Mileage \$</td> <td>\$34.34</td> </tr> <tr> <td style="width:80%; text-align: right;">Travel \$ Subtotal</td> <td>\$51.10</td> </tr> <tr> <td style="width:80%; text-align: right;">Auto fills on page 1 - TOTAL TRAVEL \$</td> <td>\$85.44</td> </tr> </table>		Mileage \$	\$34.34	Travel \$ Subtotal	\$51.10	Auto fills on page 1 - TOTAL TRAVEL \$	\$85.44
Mileage \$	\$34.34						
Travel \$ Subtotal	\$51.10						
Auto fills on page 1 - TOTAL TRAVEL \$	\$85.44						

Rationale is Required for expenses that are not Cost Effective
 (Any analysis supporting the method to assess cost effectiveness should be attached to the claim form)

09704 pos (Rev 2014-06)

RECEIPT
GST NO. R122556194

Alberta Health Services
Pr: Lot 11
REG. IPI: [REDACTED]

ENTRY DATE/TIME:
07/01/15 12:03
PAY DATE/TIME:
07/01/15 16:29
PARK-DURATION: 04:26

ALLOWED EXIT TO:
08/01/15 12:08

PAID: \$ 13.25

EXIT No. [REDACTED]
IN: 01/23/15 06:45
OUT: 01/23/15 17:36
DURATION: 0 10: 51
PAID: \$ 26.25
GST INCLUDED:

THANK YOU FOR
YOUR VISIT

Calgary International Airport Parkade

* Parking Rates *
* Are GST Exempt *

* Please Exit *
* Site No: 11 *
* 15 Minutes *
* After Payment *
* Is Made *

* No In/Out *
* Privileges *

* Managed by *
* Alberta *
* Health Services *

* Have Questions *
* or Concerns? *
* Call Us *
* 803-943-0067 *

R. Nichol Attend ACMO interview and Medical
Staff Bylaws mtg
Edmonton January 23, 2015
Parking YYC

R. Nichol Attend lab negotiations - parking
at PLC
January 8, 2015