

### **AHS Board and Executive Expense Report**

Name Dr. Rollie Nichol

Title ACMO Medical Leadership, Workforce & Medical Affairs

**Location** Calgary

Expenses submitted during the month of June 2016

							Travel (	1)							
MMM-YY	Source Document	Purpose	Aiı	fare	N	leals	Accommod	ation	Othe Trave		Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)	
Jun-16 Jun-16 Jun-16	P-Card Expense Claim Direct Billing	Meetings Meetings Meetings		343		117		650		144 536	144 1,303 343				
Total			\$	343	\$	117	\$	650	\$	680	\$ 1,790	\$ -	\$ -	\$	

**Total for** 

the Month \$ 1,790

Maximum daily single meal expense claimed in the month \$ 24 Maximum daily base hotel rate claimed in the month \$ 164 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.



RAMSTEAD, DEBRA EXECUTIVE ASSISTANT Cardholder's Name Cardholder's Position/Title Billing Reporting Period. PROVINCIAL MEDICAL AFFAIRS CALGARY SOUTHPORT Cardholder's Dept Cardholder's Site/Location Total Statement Amount DEBRA RAMSTEAD@ALBERTAHEALTHSERVICES.CA Cardholder's e-mail address Last 6 digds of the P-Card #:  Statement of Transaction Transaction Transaction Transaction Trans ID Merchant Name & Description Trans Original Amount Currency Trans Amount GST FreighDescription	 
Cardholder's Name Cardholder's Position/Title Billing Reporting Period. 20/06/2016  PROVINCIAL MEDICAL AFFAIRS Cardholder's Dept Cardholder's Site/Location DEBRA.RAMSTEAD@ALBERTAHEALTHSERVICES.CA Cardholder's e-mail address Last 6 digits of the P-Card #  Transaction Trans ID Merchant Name 8 Description Trans Original Currency Trans Amount GST Freigh Description	
PROVINCIAL MEDICAL AFFAIRS  Cardholder's Dept  Cardholder's Site/Location  DEBRA.RAMSTEAD@ALBERTAHEALTHSERVICES.CA  Cardholder's e-mail address  Last 6 digits of the P-Card #:  Transaction  Trans ID Merchant Name 8 Description  Trans Original Currency Trans Amount  GST FreighDescription	
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RUN DATE: 06/21/2016 Proprietary and Confidential Powered by BMO Spend & Payment Solutions



Cardholder Designate (if Applicable)	2536504.4-535.0552-52652544.44.45.45.6554.4554.4554.5554.4554.4
By signing this statement	
<ul> <li>I hereby certify that I have reviewed and recond.</li> <li>Program User Guide and Training. I have allocated</li> </ul>	ed this statement in BMO Online to the best of my ability in accordance to AHS Corporate Policies.
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Name of Cardholder Designate	Cardholder Designate Position/Title
Signature of Cardholder Designate	Date of Signature
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Cardholder	
By signing this statement	el, Hospitality and Working Session Expense Policy (1122)* of Alberta Health Services and confirm
expenses being claimed are in compliance with	et, nospicety and working Session Expense Policy (1122) of Alberta Health Services and confirm och policy.
1 attest the expenses enclosed in this claim are f	or valid business purposes for Atberta Health Services and that this claim has not been previously
daimed by me or on my behalf from Alberta Hea	th Services or any other Organization. A personal cheque for any personal expenses inadvertently
charged is attached.	
<ul> <li>I strest that expenses submitted in this claim has provided.</li> </ul>	e been incurred by using a cost effective method, otherwise rationale and supporting analysis is
RAMSTEAD, DEBRA	EXECUTIVE ASSISTANT
Name or Cardholoer	Cardholder Position/Title
Dehr. Homotical	21.June 2016
Signature of Cardholder	
Signature of Caldifolder	Date of Signature
Approver Designate (if Applicable)	
By signing this statement	
<ul> <li>I attest that I have read and understand the "Tra expenses being claimed are in compliance with</li> </ul>	et, Hospitality and Working Session Expense Policy (1122)* of Alberta Health Services and confirm
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provided.	0 10 0
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Name of Approver Designate	Approver Designate Position/Title
CIAN MADICO	1000 25 11
Signature of Approver Designate	Date of Signature
Approver	
By signing this statement	-
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I attest that expenses submitted in this claim has provided.  Dr. Francol Belanger  Name of Approver  Signature of Approver  Attach:  Original (or scanned) itemized receipts with docum where required  Signed Cardholder Statement Report (or copies of And where applicable:  Copies of pre-approvals for travel  Personal cheque payable to "Alberta Health Service"  Return, refund and/or credit receipts	Approver Position/Title  John Socio  Date of Signature  and Signature  Address:  Alberta Health Services  Accounts Payable  7th Street Plaza  10th Floor, North Tower, 10030-107 Street  Edmonton, AB TSJ 3E4
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RUN DATE: 06/21/2016

Proprietary and Confidential Powered by BMO Spend & Payment Solutions

From:

Infinity Transportation Inc <infinitytransportationinc@hotmail.com>

Sent:

Friday, June 17, 2016 5:21 PM

To: Subject:

Receipt June 17/ Dr Nichol

#### via CloudMagic Email

-----Forwarded message-----

From: INFINITY TRANSPORTATION I 
payd receipt@moneris.com
>

Debra Ramstead

Date: Fri, Jun 17, 2016 at 5:18 PM

Subject: Fwd: Transaction Receipt - Do Not Reply To: <infinitytransportationinc@hotmail.com>

# **INFINITY TRANSPORTATION I**

AB

**TYPE** 

**PURCHASE** 

ORDER ID

**CUSTOMER ID** 

**CARD NUM** 

ACCOUNT

Debra Ramstead

**MASTERCARD** 

DATE

**REF NUM** 

**AUTH CODE** 

Jun 17 2016 05:18PM

AMOUNT (CAD)

\$72.00

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

#### 01 APPROVED - THANK YOU 027

- IMPORTANT -

Retain this copy for your record

R. Nichol Patient & Family Advisory Mtgs Edmonton June 16-7, 2016 Mtg location to YEG From:

Infinity Transportation Inc <infinitytransportationinc@hotmail.com>

Sent:

Wednesday, June 15, 2016 11:15 PM

To:

Debra Ramstead

Subject:

Receipt June 15/ Dr Nichol

#### via CloudMagic Email

-----Forwarded message-----

From: INFINITY TRANSPORTATION I < payd\_receipt@moneris.com>

Date: Wed, Jun 15, 2016 at 11:13 PM

Subject: Fwd: Transaction Receipt - Do Not Reply To: <infinitytransportationinc@hotmail.com>

# **INFINITY TRANSPORTATION I**

TYPE PURCHASE

ORDER ID
CUSTOMER ID
CARD NUM
ACCOUNT

DATE
REF NUM
AUTH CODE

PURCHASE

Debra Ramstead

MASTERCARD

Jun 15 2016 11:13PM

\*\*Table 1.13PM\*\*

\*\*Table 2.100

\$72.00

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

#### 01 APPROVED - THANK YOU 027

- IMPORTANT -Retain this copy for your records

R. Nichol Patient and Family Advisory Group Edmonton June 16 and 17 YEG to Westin

## **AHS Public Disclosure Expense Claims**

Claimant	Claimant Title	Claimant	Expense
Name		Location	Claim Total
NICHOL, ROWLAND	ACMO, Medical Leadership, Workforce & Medical Affairs	Calgary	398.02

Expense Date	Business reason	Expense Location	Expense Type	Amount	_	To Location	Justification	# of days		Attendee Name(s)	Trip Distance
Date			туре		LUCATION	Location		uays	Attenuees	ivallie(s)	Distance
6/26/2016	CMO offsite mtg Physician Compacts	AB - Other Zones	Meals Per Diem	48			CMO offsite mtg Physician Compacts	2			
6/26/2016	CMO offsite mtg Physician Compacts	AB - Other Zones	Accommod ations	162.79			CMO offsite mtg Physician Compacts	1			
6/26/2016	CMO offsite mtg Physician Compacts	AB - Other Zones	Car Rental	148.22			CMO offsite mtg Physician Compacts	1			
6/27/2016	CMO offsite mtg Physician Compacts	AB - Other Zones	Fuel	39.01			CMO offsite mtg Physician Compacts	1			

Approver(s) for the claim	Approval	Status	Approval Date
BELANGER, FRANCOI	6	Approve	4-Jul-16

### ENTERPRISE RENT A CAR, 1036 - 9 AVENUE SW, CALGARY, AB T2P1L9 (403) 212-5232

RENTAL AGREEMENT REF#

**SUMMARY OF CHARGES** 

RENTER

NICHOL, ROWLAND

**DATE & TIME OUT** 26/06/2016 10:22 AM DATE & TIME IN 28/06/2016 07:42 AM

602

**BILLING CYCLE** 

24-HOUR

KM DRIVEN

LIC#

VEH #1 2016 VOLK GOLF 18TT Total Amount Due VIN# 3VW217AU0GM021435

> **PAYMENT INFORMATION AMOUNT PAID TYPE**

\$148.22 Visa

Charge Description Date Quantity Per Rate Total TIME & DISTANCE 26/06 - 28/06 DAY \$40.00 \$80.00 DW 26/06 - 28/06 DAY \$24.99 \$49.98 RAP 26/06 - 28/06 DAY \$4.99 \$9.98 REFUELING CHARGE 26/06 - 28/06 \$0.00 Subtotal: \$139.96 Taxes & Surcharges **GST** 26/06 - 28/06 5% \$7.06 VLF 26/06 - 28/06 DAY \$0.60 \$1.20 Total Charges: \$148.22

\$0.00

**CREDIT CARD NUMBER** 

http://ecars2.corp.erac.com/rental/closeTicketPrint.jsp?doNotPrintRatesIndicator=false



Mr Rowland Nichol



Guest Name:

Room Number:

Arrival Date:

Departure Date:

Page No:

06-27-16 l of 1

#### INFORMATION INVOICE

Folio No

Date	Description	(a) 70 to 000 to		Charges	Credits
06-26-16	Room Revenue	Contracts # Match the administration Match to the	s table the determination of modelshausenshibbles	145.00	666adadaad6666aaaada x x x x xxx x
06-26-16	Destination Marketing Fee - 3%			4.35	
06-26-16	Tourism Levy - 4%			5.97	
06-26-16	Room GST - 5%			7.47	
06-27-16	Room Service	Room# : CHECK#		3.96°	
06-27-16	Refreshment Centre - Kokanee	6		5.25	
06-27-16	Visa		05/19		171.04
	AND THE RESIDENCE OF THE PROPERTY OF THE PROPE	Total		171.04 -	171.04
		Balance		0.00	

Total: 162.79

Signature:

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #105631154 RT 0008



### Calgary Co-op

North Hill Gas Bar 540 - 16th Avenue NE Calgary AB (403) 299-4277 GST# R100730894

Member Number:

Type: SALE

Oty Name Price Total

1 REGULAR GASOLINE \$ 0.989 \$ 39.01

Pump: 4 Litres: 39.440 Price / Litre: \$ 0.989

 Subtotal
 \$ 39.01

 GST [Incl Pumps]
 \$ 1.86

ORIGINAL

TYPE: Purchase

ACCT: VISA \$ 39.01

CARD NUMBER:

DATE/TIME: 06/27/2016 21:46:52 REFERENCE #:

TERM: AUTHOR.# :

AID: A000000031010

Visa Credit

01 APPROVED - THANK YOU

NO SIGNATURE TRANSACTION

IMPORTANT:

retain this copy for your records

CUSTOMER COPY

\*\*\*\*\*\*\*\*\*\*\*

6/27/16 9:46:38 PM Receipt# Pos:71 Cashier:63 Store:2

In 2015 Calgary Co-op Members Saved 9 cents per litre on fuel purchases! 3 cents-Revved Up Rewards 6 cents-Petroleum Member Refund

# **AHS Public Disclosure Expense Claims**

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
NICHOL, ROWLAND	ACMO, Medical Leadership, Workforce & Medical Affairs	Calgary	904.64								
Expense Date	Business reason		Expense Location	Expense Type	Amount	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/15/2016	Patient & Family Adviso Edmonton June 16-17	ry Group	AB - Other Zones	Accommodations	368.26		Patient & Family Advisory Group Edmonton June 16-17	2			
6/15/2016	Patient & Family Adviso mtg June 16-17	ry Group		Mileage-Local- Home Zone	15.15		Patient & Family Advisory Group mtg June 16-17	1			30
6/15/2016	Patient & Family Adviso meetings June 16 - 17	ry Group	AB - Other Zones	Parking - Lot or Parkade	58.70		Patient & Family Advisory Group meetings Jun 16-	1			
6/16/2016	Patient & Family Adviso mtg June 16-17	ry Group	AB - Other Zones	Meals Per Diem	45.00		Patient & Family Advisory Group mtg June 16-17	2			
6/19/2016	Senior Leaders' Mtg Led 20	uc June		Mileage-Other	274.72		Senior Leaders' Mtg Leduc June	1			544
6/19/2016	Senior Leadrs' Mtg Ledu	c June 20	AB - Other Zones	Accommodations	118.81		Senior Leadrs' Mtg Leduc June 20	1			
6/20/2016  Approver(s) for the second	Senior Leaders' Mtg Led 20	uc June  Approval	AB - Other Zones	Meals Per Diem  Approval Date	24.00		Senior Leaders' Meeting June 20	1			

Approver(s) for the claim Approval Status Approval Date

BELANGER, FRANCOIS Approve 28-Jun-16

The Westin Edmonton 10135 100 St Edmonton, AB T5J 0N7 Canada

Tel: 780-426-3636 Fax: 780-428-1454

WESTIN

HOTELS & RESORTS

Rowland Nichol



Page Number Guest Number Folio ID Arrive Date Depart Date

15-JUN-16 17-JUN-16

21:58 12:00

Invoice Nbr

Room Number Club Account

No. Of Guest

Information Invoice

815461330RT0001 Tax ID:

The Westin Edmonton 17-JUN-16 03:51 9999

Date A Reference	Description -	La Charges (CA)		Credit (CAN)
15-JUN-16	Room Charge	164.00		
15-JUN-16	GST	8.45	V	
15-JUN-16	Destination Marketing Fee	4.92		
15-JUN-16	Tourism Levy	6.76	7	
16-JUN-16	Room Charge	164.00	V	
16-JUN-16	GST	8.45		
16-JUN-16	Destination Marketing Fee	4.92		
16-JUN-16	Tourism Levy	6.76		
17-JUN-16	Visa			-368.26
			1	
	** Total	368.26		-368.26
	*** Balance	0.00		

Continued on the next page

### **Executive Royal Hotel Leduc**

8450 SPARROW DRIVE LEDUC, AB T9E7G4

(780) 986-1840 info.erl@royalhotelgroup.ca www.executivehotels.net

C/O 06/20/2016 09:14 AM HAC

**EXECUTIVE ROYAL HOTEL EDMONTON** 

Room #

Conf # Arrival

Registered To:

NICHOL, ROWLAND

Departure

06/19/16 06/20/16

Room Type

Guests 1 / 0

Payment

Visa/Master

Acct

6/19/16	ROOM CHRG REVENUE	\$109.00
6/19/16	GST	\$5.45
6/19/16	ALBERTA TOURISM LEVY	\$4.36
6/20/16	PAYMENT VISA	\$118.81

EXECUTIVE ROYAL HOTEL
EDMONTON
8450 SPARROW DRIVE
LEDUC AB

CARD TYPE VISA
DATE 2016/06/20
TIME 0046 09:14:32
CLERK ID 707
INVOICE #
RECEIPT NUMBER

THE UNDERSIGNED GUEST AGREES TO I
THE CHARGES ARE TO BE BILLED TO A
OF THE CHARGES IN THE EVENT THAT
FOR ANY PART OR THE FULL AMOUNT

PRE-AUTH COMPLETION TOTAL

\$118.83

HE BALANCE DUE PORTION OF THIS INVOICE. IF AGREES TO BE PERSONALLY LIABLE FOR PAYMENT SON, COMPANY OR ASSOCIATION FAILS TO PAY

FOR ANY PART OR THE FULL AMOUNT

Visa Credit A0000000031010

APPROVED

AUTH# THANK YOU

Signature

**GUEST SIGNATURE** 

### RECEIPT GST NO. R122556194

TKT NO: C64
IN: 06/15/16 19:44
OUT:06/17/16 19:09
PAID: \$ 58.70
DURATION: 1 23: 25
(GST INCLUDED)



YOU HAVE 10 MIN. TO EXIT

R. Nichol Patient & Family Advisory Council meeting June 16-17, 2016







### **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.

• Indicate whether	you have expenses to report in th	s section for this reporting period:	
Name :	Dr Rollie Nichol	Reporting Period for the Month of : Jun-16	

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
15-Jun-16	Direct Billing	Airline Ticket	YYC to YEG Patient and Family Advisory Council Mtg	Marlin Travel	171.48
17-Jun-16	Direct Billing	Airline Ticket	YEG to YYC Patient and Family Advisory Council Mtg	Marlin Travel	171.48
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	:=
Total Paid in the	Month	智慧語 法附款		<b>建</b>	\$ 342.96

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8

GST Reg#: 885101915

Branch: N61107

**Agent:** MEA MOORE Tel: 780-425-8611

To: ALBERTA HEALTH SERVICES

SUITE 800, NORTH TOWER

10030-107 ST EDMONTON AB CA T5J 3E4 Invoice Number:

May 19, 2016

Date: Page:

1/2

Our Reference:

### INVOICE

For

DR ROWLAND NICHOL

Wednesday, June 15, 2016

\chi Air

AIR CANADA

From: CALGARY AB

To: EDM

Stops:

EDMONTON INTL AB

0 Arrival: 15Jun16

Seat(s): 06C AIR CANADA E Flight: 8421

G CLASS

08:40 PM Equipment: DH4

09:30 PM

Mile(s) Flown: 163

Cost:		TABLE TO SERVICE
TKT- E-TKT		134.00
	Tax:	37.48
	Ticket Total:	171.48
Total:	market by the second	<b>企图</b> 经营销售 (10)
	Grand Total:	171.48
Less Credit C	ard Payments:	171.48
Credit / Balance Due To	o This Invoice:	0.00
Tota	l Balance Due:	0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE ACCEPTED:.....DECLINED:....

MARLIN TRAVEL

O-O PERCY HUNT TRAVELGROUP INC

MAIN FLOOR, 9929 108TH ST.

EDMONTON, AB T5K 1G8

**GST Reg#:** 885101915 **Branch:** N61107

Agent: MEA MOORE Tel: 780-425-8611

To: ALBERTA HEALTH SERVICES

**SUITE 800, NORTH TOWER** 

10030-107 ST EDMONTON AB CA T5J 3E4 Invoice Number:

....

1/2

Date: Page: May 19, 2016

Our Reference:

### INVOICE

For

DR ROWLAND NICHOL



Friday, June 17, 2016

🛹 Air

AIR CANADA

Flight: 8153 G CLASS

From: EDMONTON INTL AB

06:00 PM Equipment: D8 (300 SERIES)

**Total Balance Due:** 

To: CALGARY AB

06:55 PM

Mile(s) Flown: 163

0.00

Stops: 0 Arrival: 17Jun16

Seat(s): 06C AIR CANADA E

KT- E-	TKT	134.00
	Tax:	37.48
	Ticket Total:	171.48
otal:		<b>医腹部部外侧</b>
	Grand Total:	171.48
Less Credit Card Payments:		171.48
Credit / Balance Due To This Invoice:		0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE ACCEPTED:.....DECLINED:.....

To: ALBERTA HEALTH SERVICES **SUITE 800, NORTH TOWER** 10030-107 ST **EDMONTON AB** 

**CA T5J 3E4** 

Invoice Number: Date: May 19, 2016 2/2 Page:

Our Reference:

### INVOICE

DOCUMENTATION REQUIRED: VALID PASSPORT...VISA..TOURIST CARD.. ...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER...... PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE. CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL 24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL 1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT 1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0 OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.